

The Walt Disney Company

and affiliated companies

Policies for Production Cast and Crew

Dominican Republic

These policies of The Walt Disney Company and its subsidiary and affiliated companies (together, we refer to these as the “Company”) apply to cast and crew of television, film and streaming productions for the Company in the Dominican Republic. Within these policies, the term “Production” shall refer to the specific television, motion picture or streaming production for which a cast or crew member is working. All cast and crew are expected to have reviewed these policies, to be familiar with their contents, and to conduct themselves consistently with the principles expressed. Failure to do so may result in disciplinary action. Cast and crew also are expected to follow any applicable guidelines and policies provided by the facilities where they perform their work for the Company or related to their Production, including those guidelines contained in any applicable deal memo, start packet or confidentiality agreement.

The Company also complies with the [Dominican Labor Code and International Labor Organization Conventions](#).

PROHIBITION OF HARASSMENT

Cast and crew are expected to treat others in the workplace with respect.

Cast and crew are expected to treat others in the workplace with respect and must not engage in harassing or bullying behavior. This policy encompasses behavior that is prohibited by law and behavior that, while not necessarily unlawful, nevertheless violates the Company's standards for workplace conduct. The policy applies to the workplace (both on and off Company property) and in other settings in which cast and crew may find themselves in connection with their jobs or that impact the workplace (which can occur after regular work hours or away from the regular workplace).

HARASSMENT BASED ON A PROTECTED CATEGORY

Harassing conduct that is based on a protected category is prohibited by law, whether committed by supervisors, coworkers, or third parties in the workplace, and will not be tolerated by the Company. "Protected categories" include a person's actual or perceived race (including traits associated with race, such as hair texture, hair type or protective hairstyles), religion, color, sex (including pregnancy, childbirth, breastfeeding and related medical conditions), sexual orientation, gender, gender identity, gender expression, national origin, ancestry, age, marital status, military or veteran status, medical condition, genetic information, or disability (mental or physical) and any additional category set forth in any federal, state or local law. Conduct that may be considered as contributing to unlawful harassment when based on a protected category includes slurs, offensive jokes or teasing and disparaging comments – whether done in person or phone, by email or text, visual displays (for example, posters or articles of clothing), or otherwise. Such conduct can be unlawful when it is particularly egregious or when it is repeated, creating a hostile working environment and altering the conditions of employment.

Sexual harassment is one form of harassment based on a protected category and prohibited by law and this policy. Hostile environment sexual harassment can include any of the previously mentioned types of conduct as well as offensive touching, staring and stalking, gestures, violating personal space, requests for sexual favors, conversation containing sexual comments and other unwelcome advances. In addition to hostile environment harassment, sexual harassment can take the form of "quid pro quo" harassment, which includes making unwanted sexual advances and/or requests for sexual favors where submission is a condition of employment or where submission to or rejection of the advances or requests is used as the basis for employment decisions.

In addition to coworkers, cast and crew are prohibited from harassing customers, guests, contractors, vendors and any others with whom they interact in their work environment.

While harassment based on a protected category must meet certain legal standards to be unlawful, such as being "severe or pervasive," these standards do not necessarily have to be met for the Company to determine that conduct has violated Company policy. The Company's prohibition of harassment encompasses a broader range of conduct than what is prohibited by law.

BULLYING

Abusive conduct, often referred to as "bullying," is a type of conduct that may not be unlawful but is against Company policy. Bullying need not be related to a protected category. Bullying in the workplace includes repeatedly making derogatory or insulting remarks; intentional targeted isolation; serious or repeated verbal or physical conduct that could reasonably be considered threatening, intimidating or humiliating; or intentionally sabotaging or undermining another's work performance.

RAISING CONCERNS AND INVESTIGATIONS

The Company strongly encourages cast and crew to immediately speak up if they are subject to or witness conduct prohibited by this policy. Cast and crew who believe they have been subjected to discrimination, harassment or bullying by a coworker, guest, or other person in their workplace, or are otherwise aware of a violation of this policy, should follow the procedures outlined in the [Speak Up](#) policy. These procedures include notifying their immediate supervisor, department head, Unit Production Manager, Human Resources and/or Employee Relations partner, or they can contact the Guideline at www.disneyguideline.com.

The Company takes reports of discrimination and harassment very seriously. Supervisors who become aware of possible violations must notify Human Resources or Employee Relations. When the Company receives allegations of misconduct, it will conduct a fair, timely and thorough investigation that provides all parties appropriate due process and reaches reasonable conclusions based on the evidence collected. Every concern will be investigated in the manner and to the extent appropriate to the circumstances, and investigations will be conducted as confidentially and expeditiously as possible. Cast and crew have an obligation to cooperate fully and openly and honestly share information in any Company investigation.

The Company will not tolerate retaliation against a cast or crew member who has raised a concern in good faith or has cooperated with an investigation into a concern. Cast and crew who believe they have been retaliated against should immediately report the conduct, using one of the avenues outlined in the [Speak Up](#) policy.

DISCIPLINE AND OTHER REMEDIAL MEASURES

If an investigation uncovers misconduct, the Company will take appropriate remedial measures. Any cast or crew member found to have violated this Prohibition of Harassment policy (including the prohibition of retaliation) will be subjected to discipline, which may be termination.

EQUAL EMPLOYMENT OPPORTUNITY

The Company proudly provides equal employment opportunity for all cast, crew, and applicants.

The Company proudly provides equal employment opportunity for all cast, crew and applicants and makes employment decisions consistent with this principle.

EMPLOYMENT DECISIONS

The Company's employment actions and decisions – including recruitment, hiring, promotion, compensation, demotion, transfer, layoff, termination and training – are made without regard to a cast or crew member's actual or perceived race (including traits associated with race, such as hair texture, hair type or protective hairstyles), religion, color, sex (including, pregnancy, childbirth, breastfeeding and related medical conditions), sexual orientation, gender, gender identity, gender expression, national origin, ancestry, age, marital status, military or veteran status, medical condition, genetic information or disability (mental or physical). The Company complies with any federal, state or local law that provides for additional categories of protection.

See also the [Accommodations](#) policy.

HARASSMENT

This policy also prohibits harassment based on any of these protected categories. See the [Prohibition of Harassment](#) policy for additional detail.

RAISING CONCERNS

Cast and crew who believe they have been harassed or discriminated against, or are otherwise aware of a violation of this policy, should follow the procedures outlined in the [Speak Up](#) policy. These procedures include notifying their immediate supervisor, department head, Unit Production Manager, Human Resources and/or Employee Relations partner, or they can contact the Guideline at www.disneyguideline.com.

The Company will not tolerate retaliation against a cast or crew member who has raised a concern in good faith or has cooperated with an investigation into a concern.

Any cast or crew member found to have violated this Equal Employment Opportunity policy will be subject to discipline, which may be termination.

STANDARDS OF BUSINESS CONDUCT

All cast and crew are expected to read and be familiar with the Standards of Business Conduct and to use them to guide the way they act.

The Standards of Business Conduct provide cast and crew with the information, resources and tools necessary to conduct themselves ethically and in compliance with the law. All cast and crew are expected to read and adhere to the Standards and to use them to guide the way they act.

There are six key principles that serve as the foundation of the Standards of Business Conduct:

- **Integrity:** We do what's right and take responsibility for our actions to protect our guests, our audiences, our consumers and our shareholders.
- **Trust:** We are committed to our guests and our customers – they are the reason we are here.
- **Teamwork:** We work together to protect the heritage we have built as a company with high ethical standards.
- **Honesty:** Protecting our reputation requires a commitment to truth and high standards in everything we do.
- **Play by the Rules:** We are committed to comply with the law everywhere in the world that we operate.
- **Respect:** As a member of the global community, we have a responsibility to be a good corporate citizen.

These principles define not only the operating principles of our Company, but also the spirit of our diverse global workforce and how we function.

We rely on our cast and crew to use the Standards of Business Conduct as well as their good judgment to guide their behavior and to ask questions if they are ever unsure of the proper course of action. Cast and crew can direct questions to their supervisor, department head, Unit Production Manager, Human Resources and/or Employee Relations partner, or they can contact the Guideline at www.disneyguideline.com.

The Company will not tolerate retaliation against a cast or crew member who has raised a concern in good faith or has cooperated with an investigation into a concern.

Any cast or crew member found to have violated this Equal Employment Opportunity policy will be subject to discipline, which may be termination.

SPEAK UP

The Company is committed to doing business in an ethical, trustworthy way that is beyond reproach, with respect for the law and the Company's values. Nevertheless, there may be occasions when cast and crew observe conduct that concerns them or that seems to violate Company policies, the Standards of Business Conduct or applicable law. Cast and crew who observe or suspect such misconduct are strongly encouraged to Speak Up to provide the Company the opportunity to address and correct the issue as soon as possible. Remaining silent about possible misconduct can allow a situation to get worse or cause additional damage to the Company and its reputation.

The Company values the help of cast and crew who Speak Up about potential concerns and does not tolerate any form of retaliation against anyone who in good faith raises concerns or participates in or cooperates with an investigation into concerns of misconduct.

SPEAK UP – ABOUT WHAT?

This Speak Up policy can be used to raise concerns about any suspected misconduct or policy or legal violations, including concerns regarding:

- Discrimination, harassment or bullying
- Fraud or improper use of Company resources
- Environmental, health and safety issues
- Unauthorized access to Company systems/information or other security lapses
- Improper disclosure of confidential information
- Violations of other Company policies
- Violations of applicable laws and regulations
- Retaliation against anyone for Speaking Up in good faith

This policy is not intended to be used to report issues that present an immediate threat to life or property. For those situations, cast and crew should refer to and follow the provisions of the [Safety, Health and Accident Prevention](#) and [Security](#) policies. It also should not be used to make accusations a cast or crew member knows are false. Doing so may lead to disciplinary measures.

SPEAK UP – TO WHOM?

The Company provides multiple avenues for cast and crew to Speak Up and raise concerns. The Company encourages cast and crew to first raise issues with their immediate supervisor, department head, or Unit Production Manager, and to do so as soon as the issue arises. If this does not resolve the issue, or if such a discussion is not productive or is not practical given the nature of the concern (including if the concern is about that person), cast and crew are encouraged to raise the issue to the next level of management.

Cast and crew also may raise a concern to Human Resources or Employee Relations. Alternatively, cast and crew may contact the Guideline at www.disneyguideline.com. Concerns to the Guideline may also be submitted anonymously. As noted in the [Prohibition of Harassment](#) policy, managers who become aware of possible violations of that policy must notify HR or Employee Relations.

Cast and crew are encouraged to Speak Up as soon as possible—ideally before a situation gets out of hand or causes significant damage. Cast and crew should not try to investigate the matter themselves but instead should allow the Company to assess and investigate the concern.

SPEAK UP – WHAT HAPPENS NEXT?

The Company takes every report of possible misconduct seriously. The Company's actions in response to a concern will depend on the nature and severity of the concern. Upon receiving a report, the Company typically will conduct an initial review to assess the concern, and where appropriate, follow up with an investigation that fits the situation. The Company will take these steps in a fair and unbiased manner and do so as confidentially and expeditiously as possible. Cast and crew have an obligation to cooperate fully—and to openly and honestly share information—in any Company investigation.

NO RETALIATION

Coming forward with questions or concerns may sometimes feel like a difficult decision, but the Company is committed to fostering an environment that encourages and protects people who Speak Up when they observe conduct that may violate our policies, the Standards of Business Conduct or applicable laws and regulations, or who participate in or cooperate with an investigation of such concerns. Accordingly, the Company strictly prohibits any form of retaliatory action against any person who in good faith uses the Company's Speak Up policy, reports misconduct, participates in an investigation, participates in any proceeding or hearing conducted by a governmental enforcement agency, or opposes actual or perceived violations of the Company's policies or applicable laws or regulations.

"In good faith" means the cast or crew member has made a genuine attempt to provide honest and accurate information, even if they are later proven to have been mistaken. The Company reserves the right to discipline anyone who knowingly makes a false accusation or has acted improperly.

Retaliation is prohibited by law in many contexts, but the Company's policy encompasses a broader range of conduct than what the law prohibits.

Examples of retaliatory action that Company prohibits include:

- Demotion, suspension, or termination of employment
- Denying benefits or taking away opportunities for advancement
- Reducing pay or hours
- Intimidating, ostracizing, making threats, and other harassing conduct
- Blocking or threatening to block from future employment in an industry
- Reassignment to a less desirable position
- Creating or allowing a work atmosphere that is hostile toward someone who has reported a concern

Cast and crew who believe they have been retaliated against—or who notice any retaliatory actions against someone else—for having raised a concern in good faith should immediately report the conduct using any of the avenues mentioned in this policy.

Any cast or crew member found to have engaged in retaliation will be subject to discipline, which may be termination.

CAST AND CREW CONDUCT AND PERFORMANCE

The Company expects cast and crew to conduct themselves professionally and to perform their jobs satisfactorily.

The Company expects cast and crew to conduct themselves professionally and to perform their jobs satisfactorily and will take action when cast and crew do not meet the Company's high standards. This policy applies to the workplace (both on and off Company property) and in other settings in which cast and crew may find themselves in connection with their jobs (which can occur after regular work hours or away from the regular workplace).

PERFORMANCE

Cast and crew are expected to perform their jobs satisfactorily and to accept and productively respond to feedback concerning their performance. Performance below our standards may be addressed in a manner deemed appropriate by the Company in the particular circumstance.

CONDUCT

While it is impossible to identify every type of improper conduct that may lead to discipline, cast and crew should be aware that the following behavior will subject them to some form of discipline (and in some cases, immediate termination):

1. Violation of any provision of these policies, the Standards of Business Conduct, or any Production-specific policy;
2. Conduct toward the cast or crew member's supervisor, direct reports, coworkers, or anyone with whom the cast or crew member comes in contact while performing work for the Company/Production that is unprofessional, discourteous or disrespectful [**Note:** Speaking up about concerns in the workplace, including concerns about a supervisor or expressed to a supervisor, does not violate this policy as long as it is done professionally and courteously];
3. Disregard for any safety rule or procedure, or any act of violence or other behavior that poses a risk of harm to the cast or crew member or others;
4. Any act of theft, dishonesty and/or falsification, including falsification of time records;
5. Failure or refusal to comply with a Company directive, including refusal to participate in a Company investigation or failure to complete mandatory Compliance training;
6. Misuse of any Company benefit or perk;
7. Being under the influence of any intoxicating substance while working;
8. Circumvention of an established workplace protocol, operating guideline or approval process.

Improper conduct may be addressed by such steps as verbal counseling, verbal or written warnings, suspension and/or termination, as deemed appropriate by the Company in the particular circumstance.

CONFIDENTIAL INFORMATION

The protection of confidential and proprietary business information and trade secrets is vital to the Company's and Production's interests and success.

The protection of confidential and proprietary business information and trade secrets is vital to the Company's and Production's interests and success. We trust cast and crew to receive confidential information and not use or share it except for Company/Production business purposes. Confidential information should never be used for a cast or crew member's personal benefit or disclosed to others inside or outside of the Company/Production who don't have the right to it – and the need for it – to carry out their assigned work or meet the business need. In addition, accessing confidential Company/Production information without a need to know is prohibited. Violation of this policy may result in disciplinary action, which may be termination.

The obligation to not use or disclose confidential information continues even after employment ends.

Cast and crew are expected to familiarize themselves with and follow the "Protecting Company Assets" section of the Standards of Business Conduct, which contains additional information, including a definition and examples of "confidential information."

Cast and crew should understand that confidential Information includes artwork; call sheets; production calendars; one line schedules; actor, cast and crew likenesses and private information; creative elements; dailies; locations; one lines; props; scripts; storyboards; screenplays; edited episodes; screeners; underlying literary material; audio, photographic, or audiovisual recordings of any aspect of the production; cast and crew lists; and security titles. Cast and crew should not make any unauthorized use, reproduction, sale and/or distribution of any production materials, including providing these items for free on the Internet or on any form of media, including, but not limited to television, radio, newspaper or other periodical, websites, blogs, or any form of social media.

Cast and crew are also expected to follow any local or departmental production and/or post-production content protection standards that apply to their work, as well as any applicable contractual confidentiality provisions. In addition, to the extent cast and crew come to obtain, know of or possess any confidential information, they must abide by any applicable Non-Disclosure Agreement.

USE OF SOCIAL MEDIA

The Company provides certain social media networks and other online publishing and discussion tools to allow cast and crew to communicate and collaborate internally. When using these platforms, or engaging in other online activities that relate to the Company's or Production's business interests, cast and crew must comply with Company/Production policies.

RESPONSIBILITIES WHEN USING COMPANY PLATFORMS

1. When using Company platforms, cast and crew must comply with Company policies, including the Standards of Business Conduct.
2. Cast and crew must protect Company/Production confidential or proprietary information. Even on platforms hosted by the Company or limited to Company/Production personnel, cast and crew should use caution to ensure such information is not disclosed beyond those who are authorized to receive it.
3. Company platforms are intended to foster productivity, efficiency and teamwork. Cast and crew should communicate respectfully, avoid unnecessary or unproductive arguments and refrain from discussing sensitive or inflammatory subjects that are not related to work.
4. Cast and crew should respect the privacy of coworkers, guests and others and not post sensitive information about another individual which that individual might wish to remain private.

RESPONSIBILITIES WHEN USING OTHER SOCIAL MEDIA

1. Social media is an essential component in attracting, retaining and engaging the Company's customers and audiences. Cast and crew's online activities conducted on non-Company platforms, but which relate to the Production or the Company's business interests, also are subject to Company policies, including the Standards of Business Conduct.
2. Cast and crew should never disclose confidential or proprietary information such as Company/ Production financial information, show performance metrics, show materials, pre-release content or other information that is in the Company's interests to keep confidential. For example, cast and crew should not:
 - Provide information about, or lists of, Company personnel, cast or crew;
 - Post photographs that reveal secret casting information;
 - Post scripts, sides, call sheets, production reports, unapproved pictures of cast or crew, song lyrics, poetry or other copyrighted material that they do not have permission to use;
 - Disclose specific information about filming locations or schedules, plot points, guest stars or personally identifiable information about anyone associated with a production;
 - Post images or video of scenes being shot for production or any publicity materials before they are released by the Company;
 - Take and/or post images, videos and/or audio recordings of talent, cast, crew, props, set designs, or other materials designated as confidential.
 - Blog about a potential merger or partnership; or
 - Post Company earnings information that has not been made public.
3. Cast and crew should not use livestream apps (TikTok, Facebook Live, etc.) while on set/location.
4. Cast and crew should consult with the applicable public relations representative for their segment/Production before posting any behind-the-scenes images.
5. Cast and crew should not use a Company-/Production-issued email address when posting online their personal opinions that are not related to work.
6. Cast and crew may not use usernames for personal social media accounts that refer to the Company or their Production or imply they are speaking on behalf of the Company/Production without prior approval from the applicable public relations representative for their segment/Production.
7. Cast and crew must not infringe on the Company's or a third party's intellectual property rights.
8. In online discussions related to the Company/Production, cast and crew should not imply that they are speaking for the Company/Production (unless they are specifically authorized to speak on behalf of the Company/Production on the particular topic).

REPORTING IMPROPER CONDUCT

Cast and crew with information about an online post that violates these or other Company policies should report it to their immediate supervisor, department head, Unit Production Manager, Human Resources, Employee Relations, or they can contact the Guideline at www.disneyguideline.com.

For additional guidelines and information, cast and crew should refer to the [Confidential Information](#) policy and relevant segment-specific policies, such as those for talent, reporters and other public-facing cast and crew.

ACCOMMODATIONS

Cast and crew seeking a disability or religious accommodation should contact Human Resources or Employee Relations.

The Company provides reasonable accommodations to cast and crew as required under local law. Exceptions may be made where an accommodation would create an undue hardship for the Company, or where otherwise consistent with law.

REQUESTING AN ACCOMMODATION

Cast and crew who need an accommodation should promptly notify Human Resources or Employee Relations. An accommodation request may trigger an interactive process to assess the cast or crew member's specific individual needs, and to identify what accommodations, if any, are feasible. Cast and crew have an obligation to cooperate with the Company in this process.

For accommodation requests related to a physical or mental disability, the Company generally will require information from the cast or crew member's Health Care Provider confirming the existence and anticipated duration of the disabling condition and identifying limitations caused by the condition.

NO HARASSMENT, DISCRIMINATION OR RETALIATION

The Company prohibits harassment, discrimination and retaliation against any cast or crew member or job applicant because of an actual or perceived religion or disability or for requesting an accommodation. Individuals who believe this section has been violated should follow the procedures outlined in the [Speak Up](#) policy.

SAFETY, HEALTH AND ACCIDENT PREVENTION

The safety and health of our cast and crew is paramount. The Company strives to provide a safe work environment for all cast and crew and complies with all applicable health and safety laws and regulations.

“SAFETY BEGINS WITH ME”

Safety is the responsibility of everyone. It is not just a priority, but a shared core value. The Company's vision is to foster a work environment where no one gets hurt. This requires personal ownership from each and every cast and crew member — a commitment to personal safety, an understanding of how decisions impact the safety of others, and encouraging coworkers to work safely.

A key component to achieving the Company's safety vision is developing cast and crew awareness of hazards they may encounter. Supervisors, cast and crew need to be aware of all potential hazards in their areas and how to avoid or safely interact with them. This includes following all instructions and applicable health and safety procedures (including procedures issued on a temporary basis to address emergency or exigent circumstances), not undertaking any task without proper training and necessary protective equipment and safety devices, and inspecting and maintaining equipment in good condition.

All cast and crew are responsible for taking appropriate action to correct unsafe and unhealthful conditions. Cast and crew must promptly report any potential unsafe conditions or safety hazards to their immediate supervisor, on-site supervisor, Unit Production Manager or other appropriate manager. Concerns may be reported anonymously. Cast and crew will not be penalized in any way for reporting unsafe conditions and/or practices.

WORK-RELATED INCIDENTS

Cast and crew must report to their manager or on-site supervisor in a timely manner any injury or illness that occurs on the job or arises in the course of their duties. For certain injuries or illnesses, cast and crew may be eligible to receive workers' compensation benefits under applicable state law. The cast or crew member and their supervisor are responsible for promptly reporting work-related illnesses or injuries to the Medical Department or location medic.

Cast and crew must report all accidents, no matter how minor, promptly to their immediate supervisor, Human Resources, Medical Department (if applicable) or Security. If a life-threatening or emergency situation exists, cast and crew should call 911 and seek appropriate medical attention, and then follow up with their immediate supervisor as soon as possible. If medical treatment is needed after hours, cast and crew should seek care and then notify management as soon as possible.

VEHICLE AND PEDESTRIAN SAFETY

Cast and crew are expected to observe safe driving practices while operating a vehicle in the performance of their jobs (whether the vehicle is personally owned or provided by the Company or Production), which includes only making telephone calls or sending messages if it can be accomplished without taking one's hands from the wheel or focus from the road. Cast and crew must comply with any additional segment guidelines or applicable laws that impose greater restrictions on the use of communications devices while operating a vehicle.

When driving on Company property or Production locations, including in parking lots and parking structures, cast and crew are expected to drive safely, yield to pedestrians, and observe all speed limits and other traffic laws and signs.

Cast and crew on foot are encouraged to focus on their surroundings and avoid distractions, such as mobile phone use, no matter the location—office hallways, stairs, parking lots, crosswalks or roadways.

SECURITY

Cast and crew should report any security concerns to their local security team or to Global Security at globalsecurity.disney.com/production-security.

The safety and security of cast and crew is vitally important. To help “Protect the Magic,” cast and crew are encouraged to immediately report all security concerns, including threats, extortion, thefts, inappropriate access, or any other suspicious activity, to their local security team or Global Security at globalsecurity.disney.com/production-security. In other words, “If you see something, say something.”

WORKPLACE VIOLENCE

Cast and crew may not commit or threaten any act of violence, or harass, intimidate or coerce any cast or crew member or other person in the course of the Company’s business. The Company will promptly respond to any known acts or threats of workplace violence. All such acts and threats will be taken seriously and are grounds for disciplinary action, which may be termination.

Possessing a firearm, ammunition or other dangerous weapons on Company premises or Production locations, at Company/Production events, or wherever cast and crew perform work, is strictly prohibited unless authorized as part of the individual’s work.

Cast and crew who have obtained an active restraining or protective order are strongly encouraged to consult with Global Security about the matter. This information would be used to help make a plan to increase workplace safety.

In the event of a workplace violence incident or a threat to commit **immediate** bodily harm to another person, cast and crew should call 911. Cast and crew who become aware of a **non-immediate** threat in the workplace should contact Security, Human Resources, their immediate supervisor, on-site supervisor, Unit Production Manager or the Guideline. Any cast or crew member in a position of authority or management receiving any such reports must immediately contact Security, Human Resources or Employee Relations.

EMERGENCY PREPAREDNESS

All cast and crew are expected to prepare for and help respond to any crisis affecting the Company and its cast and crew. At a minimum, cast and crew are expected to participate in emergency drills, know emergency exits and reunification areas, and follow leadership and crisis management instructions during an emergency incident.

COMPANY IDENTIFICATION CARDS

While on Company premises or Production locations, cast and crew, contractors and visitors must wear their cast and crew Identification card (“ID”) or visitor access badge where it is clearly visible, unless their role requires otherwise. Cast and crew may not give their ID to another person to use and may not use another person’s ID. Cast and crew should immediately notify Security if their ID card is lost or stolen so that access can be shut down. For more information email corp.production.security@disney.com.