

~EXECUTIVE SUMMARY~

Labor-Management COVID Safety Task Force Recommendations for an Incremental Return to Live Performance

The Labor-Management COVID Safety Committee Task Force (the “Task Force”) respectfully submits the following recommendations for an incremental return to live performance in a manner that minimizes the risk of contracting or spreading COVID-19. These recommendations set forth the consensus of the Task Force and outline guidance regarding protective measures to be used and appropriate response should an employee contract COVID-19 or be exposed to it.

The proposed recommendations were developed by the Task Force at the request of the Theatrical Producers League of Los Angeles and in collaboration with the various unions of the theatre and music industries which collectively exercised final control over their content, based on the input provided. The Task Force consists of representatives from Actors’ Equity Association, Stage Directors and Choreographers Society, IATSE Local USA 829, American Federation of Musicians Local 47, as well as the Theatrical Producers League of Los Angeles. The guidelines are based on the work and recommendations of each of the unions involved, as well as on discussions with health experts, guidelines issued by the U.S. Centers for Disease Control and Prevention (CDC) and the Occupational Safety and Health Administration (OSHA), and input from industry participants familiar with the working conditions of performing arts organizations.

The approach of this Task Force is 3-fold:

1. We recommend frequent COVID testing and daily symptom checks, and we emphasize the need for personal responsibility from each individual on and off site, in order to maintain a COVID-free workplace.
2. We recommend implementing multiple layers of mitigation controls to reduce the likelihood of virus transmission:
 - Testing and Daily Symptom Checks
 - Physical Distancing and Maximum Occupancy adjusted per activity
 - Cleaning and Sanitation according to CDC guidelines
 - Engineering Controls: implementation of ventilation and air purification strategies to meet 6+ air changes per hour (ACH) equivalencies when indoors
 - PPE: Masks and Face Shields
 - Personal Hygiene and Behavior
3. We recommend stringent protocols be adopted for quarantine and contact tracing in the event that any company member tests positive for COVID, or any company member has or is notified of a close contact off-site with someone testing positive.
4. We recommend the hiring of a certified COVID Compliance Officer (CCO) to oversee and implement all safety protocols and to maintain confidential records for infection control and contact tracing (daily attendance logs and symptom checks; COVID test results)

At this time, and for the purposes of this document, “COVID Testing” refers to approved PCR tests only.

PURPLE TIER -- LIVE PERFORMANCE AT DRIVE-IN MOVIE THEATERS

RISK LEVEL -- WIDESPREAD

NEW COVID CASES -- MORE THAN 7 daily new cases per 100,000

POSITIVE TESTS -- MORE THAN 8%

General gatherings and special events are not permitted in Los Angeles County at the Purple Tier. However, Live Performances at Drive-Ins are permitted so long as performers adhere to the Reopening Protocol for Music, Television and Film Production: Appendix J. Our Task Force recommends additional protocols (not to replace any of the existing guidelines in the Reopening Protocol for Drive-In Movie Theatres) These include protocols to address the special needs and concerns of live performance, including:

- A pre-work COVID testing protocol with quarantine instructions; daily symptom checks
- Maximum number of performers determined by activity (e.g. singing, dancing, playing an instrument) and size of performance area; this ensures that adequate physical distancing can be maintained among performers
- Requirements for physical distancing based on performance activity
- Requirements for off-stage/backstage areas to accommodate number of artists with adequate physical distancing
- Requirements for routine sanitation/disinfection of all physical spaces with special attention to high touch surfaces and items used by performers and show staff (props, instruments, music stands, microphones, lighting and sound consoles etc.)
- Ventilation requirements for any indoor offstage areas (dressing rooms, restrooms)
- Requirements for a separate tech area, suitably distanced from patrons (cars) and the stage
- Safety protocols to govern load in and tech periods
- Protocols for mask wearing: All production staff (including directors, choreographers, designers, stage managers, technicians, and stage hands) to wear masks at all times. Face shields to be added when working in close proximity to performers. Except when actively performing for an audience, performers should remain masked at all times (including during rehearsal or any time off stage)
- Requirements for personal hygiene and for personal behavior when not on site
- A list of safe transportation options for all members of the production team
- Protocols to encourage paperless distribution of contracts, scripts, music, design plans, prepaid parking etc.
- Protocols for infection control when any member of the production team experiences COVID-like symptoms, tests positive for COVID, or is notified of a close contact with anyone testing positive for COVID. These include the suspension of performances if any member of the production team tests positive for COVID, followed by an immediate hazard assessment to be performed by a COVID Compliance Officer or qualified healthcare professional. A mandatory 10-day quarantine must be observed by any and all parties who have had a close contact with a person testing positive for COVID.

RED TIER -- OUTDOOR PERFORMANCE AT A PARTNER VENUE

BOTANICAL GARDENS, OUTDOOR SPACES AT MUSEUMS & CULTURAL CENTERS

RISK LEVEL -- SUBSTANTIAL

NEW CASES -- 4-7 daily new cases per 100,000

POSITIVE TESTS -- 5-8%

While LA County has frowned on gatherings and the State of California has not offered any live performance guidelines (apart from Drive-In Performances) in the Red Tier, we believe by partnering with cultural venues already approved for reopening outdoors (museums, botanical gardens, zoos etc), we can support our communities with all the benefits of live performance, while simultaneously providing clear instruction on how we may gather safely. Long familiar with the task of managing audiences, performing arts organizations can ensure that very small audiences are positioned in physically distanced seating/viewing areas, while performers and show staff model the highest safety standards, thereby offering a practical and appealing alternative to the private gatherings in people's homes that are creating such a public health crisis. By partnering with larger cultural organizations, producers can piggyback on the partner venue's existing protocols: advance paperless ticket sales, timed entry, temperature and symptom checks before entry, enforced mask-wearing, one-way flow of human traffic with social distancing, upgraded restroom facilities that meet state and county safety protocols with daily sanitation and hourly disinfection of frequently touched surfaces, installation of hand sanitation stations etc. This way the production team can focus exclusively on the implementation of artist safety protocols (where there is a new learning curve) and patron management during the actual performance. Our recommendations include all the protocols to address the unique needs of live performance as articulated in the PERFORMANCES AT DRIVE INS section, including but not limited to protocols for pre-work testing, consistent physical distancing in rehearsal and performance based on specific performance or production activity, necessary offstage areas such as dressing rooms, restrooms, "backstage", disinfection & sanitation, ventilation in any indoor spaces, use of PPE, personal hygiene and behavior, and infection control. In addition, our recommendations for OUTDOOR PERFORMANCE AT A PARTNER VENUE include:

- Maximum Capacity for Performers and Production Staff determined by the size of the performance area, with a specific amount of space being required for each individual based on their specific activity
- Maximum Capacity for Patrons capped at 50 but also required to meet physical distancing requirements (6' radius around all individuals or household groups) No more than 6 members from one household may be seated together.
- Requirements for audience signage and management to maintain 6' physical distancing among patrons at all times (including the safe dismissal of patrons following the performance to avoid congestion.)
- A maximum duration of 90 minutes
- No consumption of concessions in the performance area regardless of whether partner venue has a food concessions operation
- No visitors allowed in the offstage/backstage area.

**RED TIER -- INDOOR REHEARSAL, STREAMING OR CAPTURED PERFORMANCE
NO PATRONS**

RISK LEVEL -- SUBSTANTIAL
NEW CASES -- 4-7 daily new cases per 100,000
POSITIVE TESTS -- 5-8%

The scope of work this task force recommends indoors in the Red Tier is limited to the rehearsal and/or capture of solo performances (or of performances involving up to 4 members of the same household.) In addition to the performer(s), one director or choreographer or camera operator is allowed in the studio or performance space. If the performance is being captured, one stage manager or board operator is also allowed to run cues, provided all present can maintain the physical distancing requirements. Load in for scenic elements, lights and sound must happen sequentially, with no more than 2 designers, technicians or stage hands allowed in the space at any one time. Additional safety protocols around distancing, ventilation, testing, sanitation, PPE and behavior also apply. Special emphasis is placed on the responsibility to meet a minimum of six air changes per hour (ACH) in ALL indoor spaces, whether by installing upgrades to existing HVAC systems and filters, adding HEPA air purifiers, increasing outside air, installing UV germicidal irradiation or some combination of these strategies.

ORANGE TIER	YELLOW TIER
OUTDOOR PERFORMANCES (Includes temporary stages in locations with perimeter fencing)	
RISK LEVEL -- MODERATE NEW COVID CASES -- 1-3.9 daily new cases per 100,000 POSITIVE TESTS -- 2-4.9%	RISK LEVEL -- MINIMAL NEW COVID CASES -- < 1 daily new case per 100,000 POSITIVE TESTS -- < 2%

In the Orange Tier, we outline recommendations by which live performances may be presented to up to 150 patrons in existing outdoor performance venues or on temporary outdoor stages erected in locations with perimeter fencing to control ingress and egress. Performing arts organizations (or event producers) are required to manage all aspects of patron and artist safety. The relatively small audience size will allow both artists and patrons to continue to learn the new safety protocols and behaviors required for live performances. In addition to all the protocols for artist and patron safety outlined in the Outdoor Performance sections of the Purple and Red Tiers (including but not limited to protocols for pre-work testing and infection control, consistent physical distancing in rehearsal and performance based on specific performance or production activity, disinfection & sanitation, ventilation in any indoor spaces, use of PPE, personal hygiene and behavior, and the exclusion of visitors), additional recommendations for PERFORMANCE AT OUTDOOR PERFORMANCE VENUES include:

- Front of house (FOH) protocols for safe ingress and egress by patrons: physically distanced queuing, ticketless entry, enforced mask-wearing for all patrons and FOH staff, patron and FOH symptom checks, digital program distribution.

- Protocols for concession sales and consumption, requiring a separate area away from the audience seating area where concessions may be purchased and consumed with adequate physical distancing (per restaurant guidelines)
- The formation of a separate FOH cohort, that does not interact with the performers or production staff. Separate entrances to the facility are preferred for each cohort.
- Protocols for clearly visible signage to be posted outlining safety protocols, correct mask-wearing, correct physical distancing in the seating area, and directional flow of patrons throughout the venue.
- Protocols for public restrooms including daily and hourly sanitation per CDC guidelines, compliance with California ventilation laws, continuous running of exhaust fan(s), stationing restroom monitor(s) to prevent overcrowding in lines and to ensure 6' physical distance among occupants.
- Maximum Capacity for Patrons capped at 150 but must also meet physical distancing requirements. A 6' radius is required around all individuals or members of a single household seated together. No more than 6 members from one household may be seated together.
- Maximum Capacity for Performers is the same as in the Red Tier (a function of the stage size and the type of activity performed.) Physical distancing requirements in staging remain the same.
- Ventilation requirement for all enclosed portions of the venue, including backstage and other artist areas: must achieve a minimum six air changes per hour (ACH), whether by installing upgrades to existing HVAC systems and filters, adding HEPA air purifiers, increasing outside air, installing UV germicidal irradiation or by some combination of these strategies.
- Additional protocols for dressing room use if artists will be applying makeup or changing wardrobe. Special protocols if any hair, make up artist or dresser will be engaged.
- Traffic flow in the backstage area must be carefully planned out by the director and CCO and communicated to all performers, to avoid crowding at stage entrances/exits and in hallway(s) if any.
- Protocols for the control Booth, if enclosed, to include limits to occupancy based on size, physical distancing and ventilation achieving 6+ ACH. If outdoors, the tech area must be at least 12' from the nearest patron and 15' from the stage, with a minimum 6' table supplied to each member of the tech crew.
- Expanded sanitation and disinfection protocols for wardrobe maintenance

In the Yellow Tier, we expand the patron capacity to allow as many individuals as a given venue can accommodate with appropriate physical distancing (approximately 25% maximum capacity.) All other safety guidelines and protocols remain in effect. We recognize that some modifications to existing safety protocols may become possible as artists and patrons begin to receive COVID 19 vaccinations. More work is required to develop comprehensive recommendations governing adaptations that may become possible as vaccines are widely deployed. Our Labor-Management COVID Safety Task force will continue to meet in the months ahead and will issue revisions to our recommendations if and when such revisions are warranted.

ORANGE TIER -- INDOOR STREAMING, REHEARSAL OR CAPTURED PERFORMANCE
NO PATRONS

RISK LEVEL -- MODERATE
NEW CASES -- 1-3.9 daily new cases per 100,000
POSITIVE TESTS -- 2-4.9%

Work indoors in the Orange Tier remains restricted to artists only (no patrons.) The maximum number of participants is determined by the size of the venue and by activity, with different space requirements for stationary (or seated) work, work moving around the space without great physical effort (directing or choreographing), playing an instrument (strings or percussion), playing an instrument (woodwind or horn), dancing, acting or singing. The installation of sets, lights, projection equipment, sound equipment and camera equipment, if any, should happen in advance and sequentially, to avoid congestion and minimize the number of people from different households working at one time. Physical distancing and mask wearing should be observed by all parties at all times, during load in and rehearsals. When actively taping or streaming a performance, performers may remove their masks while actively performing only. Breaks should be taken every 90 minutes, with all parties exiting the building, in order to replace the air in the performance space. In the Orange Tier, rehearsal and capture can involve performers and production staff from different households, and more robust production teams are permitted. Each department has its own set of protocols, and stringent requirements remain in place for COVID testing (before and during production), daily symptom checks, ventilation, sanitation/disinfection, physical distancing, PPE and personal behavior. No visitors are permitted to enter the building and arrangements must be made for any deliveries to be received outdoors. The janitorial staff, if any, must work with the COVID Compliance Officer, follow CDC guidelines for cleaning and sanitation, wear protective equipment, and establish a cleaning schedule that ensures they have no interactions with the performers and production team. Eating and drinking may only take place in a designated area, separate from all backstage areas, tech areas and performance spaces, to avoid contamination and ensure adherence to physical distancing.

YELLOW TIER -- INDOOR REHEARSAL, STREAMING OR CAPTURED PERFORMANCE
NO PATRONS

RISK LEVEL -- MINIMAL
NEW CASES -- <1 daily new case per 100,000
POSITIVE TESTS -- <2%

In the Yellow Tier, indoor streaming or captured performances without an audience should follow the same protocols as in the Orange Tier. As the COVID 19 vaccine is rolled out, calculations for maximum occupancy should still be followed as long as any individuals in the company have not been vaccinated. Ventilation standards must still be met, and protocols for specific departments (e.g. wardrobe, props, make up, sound) and specific areas (e.g. restrooms, dressing rooms, backstage) must be followed. The standard protocols for sanitization and

disinfection, testing, symptom checks, physical distancing, PPE, backstage and dressing room areas, restrooms all still apply as do the restrictions on food and beverage consumption.

Once the COVID 19 vaccine has been widely deployed and all performers and production staff have been vaccinated, producers may consult with the Dept of Public Health and artist labor unions for options to phase out COVID Safety protocols. In the interest of public health, it is strongly recommended that all venues maintain ventilation standards and daily sanitation protocols.

YELLOW TIER -- INDOOR PERFORMANCE FOR LIMITED AUDIENCE

RISK LEVEL -- MINIMAL

NEW CASES -- <1 daily new case per 100,000

POSITIVE TESTS -- <2%

In the Yellow Tier, as daily new cases fall below one per 100,000 population, we believe a return to indoor performances for limited audiences poses little risk, as long as consistent attention is paid to all safety protocols. Our recommendation at this time for this activity is to follow all guidelines in place for OUTDOOR Performances in the Orange Tier with respect to patron management and maximum occupancy, and to follow all guidelines in place for INDOOR Capture in the Orange Tier with respect to artist activity and maximum occupancy. The maximum number of patrons will be limited by the ongoing requirement that the seating of individuals or household groups be separated from all other parties by no less than 6 feet (which results in approximately 25% maximum occupancy.) The maximum number of performers and production staff will be calculated according to the formula for INDOOR activity (more space is required for artists working indoors.) We recommend our protocols be followed for:

- Testing and Symptom checks
- Physical Distancing
- Sanitation and Disinfection
- Ventilation
- Masks and Face Shields
- Personal Hygiene and Behavior
- Rehearsals including Tech rehearsals
- Load In (including scenic, lighting, sound, projection)
- Wardrobe fitting and handling
- Application of Makeup and Hair styling
- Voice amplification
- Controlled ingress and egress of patrons
- Distribution of digital tickets, programs, scripts, contracts, blue prints, music, safety plans, tax forms etc.
- Concessions
- Front of House Staff
- Signage
- Restrooms
- Dressing Rooms

- Backstage
 - Booth / Tech Area
 - Patron Traffic Flow
 - Backstage Traffic Flow
 - The handling of props, microphones, music stands or any other item used by a performer
 - Transportation
 - Infection Control
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This set of recommended guidelines has been based on current scientific knowledge and best practices; we anticipate that revisions will be needed in the future, particularly once a substantial portion of the general public has been vaccinated and/or when vaccines are readily available for an entire production company. Our Labor-Management COVID Safety Task Force will continue to meet regularly to review new scientific studies and guidelines issued by the state and county Public Health Departments. We will consider reports from the field and new recommendations issued by each of the represented labor unions. When and if appropriate, we will issue revisions to these recommendations.

Labor-Management COVID Safety Task Force

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