

# Technical Production Commission's COVID-19 Reopening Guides

## Control Booths

### Purpose:

- To provide guidance for use of theatrical control booths during the COVID-19 Pandemic.

### Guidelines:

- All occupants using the Control Booth should conduct a self-health check prior to arriving at work. [1]
- COVID-19 Symptoms: [2]
  - Do you have a temperature of over 100°F?
  - Are you currently experiencing any of the following symptoms that started within the last 14 days?
    - Fever or chills
    - Cough
    - Shortness of breath or difficulty breathing
    - Fatigue
    - Muscle or body aches
    - Headache
    - Loss of taste or smell
    - Sore throat
    - Congestion or runny nose
    - Nausea or vomiting
    - Diarrhea
- All Personnel will wear a face covering when in the control booth. [3, 6-p10]
- Where possible the control booth should be reconfigured to allow for at least 6 feet separation of booth personnel, where it is not possible physical barriers should be installed between personnel work stations. [4, p12]
- A Hand Sanitizing Station should be setup in just after the entrance to the control booth and everyone should utilized them as they enter the control booth. [4, p8; 5, p11]
- Equipment and Consoles should be wiped down with a disinfect that meets EPA List N guidelines and manufacturer's guidance before and after use. [5, p9-10; 6, p12]
- Access to the control booth should be limited to personnel who absolutely need to be in the control booth, a separate area backstage should be designated as a pick-up/drop-off point for headsets and belt packs, walkie-talkies, microphones, etc. [4, p10; 6]
- If the sound operator is located in the control booth with an open window and it is close to audience seating, Front of House Management should block off those seats so a 6' distance can be maintained between the operator and audience. [6, p21]
- If the sound operator is in the house, Front of House Management should block off those seats so a 6' distance can be maintained between the operator and audience. [4; 6, p21]
  - Physical Barriers should be installed if it isn't possible to block off seats. [4, p12; 6, p21]

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### Resources:

1. Centers for Disease Control and Prevention. (2020 May 6). "Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019 (COVID-19)." [www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html](http://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html)
2. Centers for Disease Control and Prevention (2020 May 13). "Symptoms of Coronavirus." [www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html](http://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html)
3. Centers for Disease Control and Prevention (2020 June 28) "Considerations for Wearing Cloth Face Coverings." [www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html](http://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html)
4. Occupational Safety and Health Administration Coronavirus: Guidance on Preparing Workplaces for COVID-19. [www.osha.gov/Publications/OSHA3990.pdf](http://www.osha.gov/Publications/OSHA3990.pdf)
5. Event Safety Alliance. "Event Safety Alliance Reopening Guide" (2020 May 11). [www.eventsafetyalliance.org/esa-reopening-guide](http://www.eventsafetyalliance.org/esa-reopening-guide)
6. I.A.T.S.E. "IATSE Stagecraft Safety Committee Recovery Plan" (2020 July 22) [www.iatse.net/sites/default/files/stagecraft\\_reopening\\_guidelines\\_final.pdf](http://www.iatse.net/sites/default/files/stagecraft_reopening_guidelines_final.pdf)
7. Environmental Protection Agency (EPA) List N: Disinfectants for Use Against SARS-CoV-2 (COVID-19): [www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-covid-19](http://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-covid-19)

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