

Technical Production Commission's COVID-19 Reopening Guides

Load-Ins/Load-Outs, Truck Loading & General Large Call Events

For the purpose of this document, large call events are any event where the workforce is expanded for a short period of time to quickly execute a specific task. Examples include but are not limited to Load-ins/Load-Outs for touring productions, Strike Calls, Lighting & Soft Goods Hang, etc. It is assumed that efforts to reduce overall numbers of people and expanding time schedules to allow for less people have been completed and that social distancing will be practiced.

- **Employer Responsibility:** Develop and implement a screening and monitoring strategy aimed at preventing the introduction of COVID-19 into the work site.
- Screeners should monitor arrival and screening before they enter the workplace. [1]
- **Advance Communications:** Communicate workplace changes to employees & guests prior to their arrival on-site. [2] [3] Communicate items such as:
 - Designated compliance person if applicable
 - New administrative controls (i.e. designated entrances, break room controls, hand-washing, etc).
 - New PPE expectations and adjustments to normal expectations caused by COVID-19 mitigation strategies
- **Pre-work Meeting:** Allocate additional time at the beginning of each work period to educate and train employees on COVID-19 guidelines. [4]
- **Reducing Worker Overlap:** Where social distancing is not possible, use worker groups of a recommended 2-4 people to decrease the number of contacts one person may have per CDC [5] and IATSE [6] guidelines. Use techniques to reduce the overlap of people and worker groups such as:
 - **Split Shifts:** unload trucks as a separate call prior to the load-in.
 - **Load-in:** do not have the loaders commingle with the install crew. Have specific non-overlapping worker groups of installers.
 - **Lighting Hang:** designate worker groups for specific electrics without commingling.
 - **Lifting:** Use a forklift whenever possible to eliminate team lifting.
- **Touring Equipment Risk:** Touring trucks and materials present a contamination risk. Disinfect equipment and high touch surfaces, such as handles of road cases and sides of scenic elements, as they are unloaded from trucks. Use an EPA-registered household disinfectant from List N [1] according to IATSE [2] and CDC [3] guidelines. www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2-covid-19.
- **Advancement Considerations:** Coordinate to install only essential elements of a production to reduce personnel contact and exposure required for load-ins/load-outs. [4]

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Resources:

1. www.cdc.gov/coronavirus/2019-ncov/community/guidance-manufacturing-workers-employers.html
2. www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html
3. www.iatse.net/sites/default/files/stagecraft_reopening_guidelines_final.pdf
4. www.cdc.gov/coronavirus/2019-ncov/downloads/community/manufacturing-companies-fs.pdf
5. www.cdc.gov/coronavirus/2019-ncov/php/principles-contact-tracing.html
6. www.iatse.net/sites/default/files/stagecraft_reopening_guidelines_final.pdf

Guidelines compiled, authored, and edited by:

- Weston Wilkerson — University of Arkansas
- Laura Skroska — The New Jewish Theatre
- Tim Nielsen — Rep Stage & Howard Community College
- Reuven Goren — University of Maryland
- David Vogel — Indiana State University
- Ken Clothier — Seton Hill University
- LT Gourzong — American Repertory Theatre
- Andrew Young — San Diego State University
- Glenn Pepe — Utah Valley University
- Jeremy Jenkins — Illinois State University