



House

Revision: December 2020

2D HOUSE STUDIO HEALTH AND SAFETY GUIDELINES

We are very excited to have our Studio doors open here at 2D House however now more than ever we need to ensure that all productions, their crews and our staff feel safe every time they enter our space and use our equipment. We have implemented the following changes in an effort to confidently host new and returning clients.

Our guidelines are being reviewed often to adhere to current advice from the government as well as industry professionals and organizations. If at any time, you feel there is more we can do, we encourage you to reach out to studios@2dhouse.com.

MANDATORY SCREENING

As of December 2020, COVID-19 screenings are now a requirement for all Studio Bookings. Production will be in charge of designating a crew member to screening their crews prior to proceeding past the studio entrance during a rental term. For small productions of 8 people or less our staff can be utilized to conduct screenings however this must be requested ahead of time with the Studio Manager. Screenings should consist of a questionnaire (an example can be found on our website) as well as a temperature check with a contactless thermometer.

STAGGERED BOOKINGS

No more than two productions are being booked within our facilities at the same time/on the same day. No adjoining Studios are being booked by separate productions on the same day and every effort is being taken to restrict productions from one another. After the rental term has ended, a mandatory one-day break is being observed for the specific Studio that was used. This allows our cleaning staff to properly sanitize every stage and high contact surface before the next client begins their rental. This rule does not apply to multi-day bookings and clients are responsible for sanitizing their studio between their days of use. In the event a Production requests to waive this one-day break, a Studio Turnover fee will apply.

RESTRICTING ACCESS AND MONITORING TRAFFIC

Wherever possible, we are controlling the flow of traffic and limiting site access to only rented stages, bathrooms and meal areas. This has been accomplished through the use of temporary barricades, laneway markings in our hallways and setting capacity limits within Studio spaces and production offices.

We ask that production be responsible for chaperoning all personnel into the building and aid in directing them to the appropriate stage to avoid unnecessary contact in other areas of the building. The entrance on the Northside of the building is unlocked on days where multiple

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productions are sharing the facility and access to the Ground Level Loading Bay is now controlled solely by 2D staff. In addition to these measures, we are limiting access to the Studios from the Rentals department and vice versa.

As always, a map outlining the parking area and entrance will be provided to all productions who have rented our facilities, including a North entrance alternative version of the map.

OCCUPANCY LIMITS*

STUDIO	CAPACITY
ALPHA	15-20
BRAVO	12-15
CHARLIE	8-10
DELTA	8-10
ECHO	6-8
FOXTROT	4-5
KITCHEN	4-5

*Occupancy limits are subject to change based on the number of Studios being rented.

VISITORS AND NON-ESSENTIAL PERSONNEL

Clients must provide 2D with a complete list of all personnel visiting the Studio during their term, whether it be through a call sheet or other means and all non-essential staff should be asked to remain off site when appropriate. We now require Productions to hire a designated "COVID coordinator" when in our space, this person should conduct screening, record contract tracing information and liaise with 2D as necessary throughout the rental term.

PERSONAL PROTECTIVE EQUIPMENT

We are pleased to offer Personal Protective Equipment (PPE) to our clients in the form of an expendable package. We have designed podium style PPE stations complete with Antibacterial Wipes, a Touchless Hand Sanitizer Dispenser as well as Disposable Gloves and Masks. These PPE stations easily mount to any Stand with a 750 spigot and can be placed around the building as necessary. Please inquire for details on pricing.

In addition to the sale of PPE, we have a touchless Hand Sanitizer dispenser located at both Studio Entrances as well as Antibacterial wipes in our Bathroom stalls for our client's use.

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It is mandatory for all clients to wear masks, aside from when talent is appearing on camera. If you do not have your own mask we will happily provide you with one. We ask our clients to do their utmost to maintain a safe physical distance between one another as much as possible while working together on set.

DESIGNATED EATING AREAS & MEAL BREAKS

The Northern Laneway of our building is set up as a permanent lunch area with a maximum of 2 persons per 8' table. If more than one production is in our Studios at a time, an additional Lunch area is designated within the building. We encourage productions to stagger lunches when possible and to sanitize the tables between seatings as required. 2D Staff will be responsible for setting up tables and chairs in these areas and handle all sanitization before and after shoots.

It is now mandatory for Productions to designate all craft services into either the lunch laneway or their assigned lunch/utility space. Guests found eating in common areas, hallways or production offices will be asked to move to these designated areas to reduce exposure from visitors removing their masks. Additional tables, chairs and director's chairs are available upon request.

OUR STAFF

Our staff are stationed either at the Studio Desk or in the Studio Manager's Office and are still happy to assist with whatever your team needs. We are doing more frequent walk arounds to ensure everyone is observing safe practices while observing these practices ourselves. We are sanitizing all contact points in our bathrooms every 2-3 hours on top of our nightly cleaning service.

If any additional gear or support is required throughout the day it is critical that the request be made with a Studio Representative and not with the Rental Technicians. We know this process can add extra time to the day and ask for your patience in fulfilling requests.

As always we are still offering our Studio Lighting Packages in an effort to make shooting in our space as simple as possible.

With all the changes the world has seen this year there is no doubt that we are all eager to continue working and maintaining the Production hub that Toronto and the GTA has become. We are dedicated to continuing our level of service you've come to expect and can't wait to have you back!

Thank you,
2D House Inc.

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