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EXTREMELY URGENT

**HELLENIC REPUBLIC
MINISTRY OF CULTURE & SPORTS
OFFICE OF THE GENERAL SECRETARY FOR CONTEMPORARY CULTURE**

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SUBJECT: SAFETY GUIDELINES FOR THE CONDUCTION OF AUDIOVISUAL PRODUCTION PREPARATION WORKS

Re:

- [a] The excerpt of the minutes of the 195th meeting (05.03.2021) of the National Committee for Public Health Protection against coronavirus COVID-19.
- [b] The excerpt of the minutes of the 202nd meeting (26.03.2021) of the National Committee for Public Health Protection against coronavirus COVID-19.
- [c] The letter dated 05.03.2021 with the relevant request by the Deputy Minister of Culture and Sports in charge of Contemporary Culture issues towards the National Committee for Public Health Protection against coronavirus COVID-19.
- [d] The document under ref. no. YPPOA/GGGSP/720841/4313 dated 18.12.2020.
- [e] Joint Ministerial Decision No.(ref) D1a/GP 17709 (G.G. 1077/issue B/20.03.2021)
- [f] Joint Ministerial Decision No. (ref) D1a/GP18877 (G.G. 1194/issue B/27.03.2021).
- [g] The “Map of health safety and protection against the coronavirus disease (COVID-19)” that is published on the website <https://covid19.gov.gr/covid-map/>.

This document is based on the guidelines and recommendations of the COVID-19 Committee of Health Experts of the Ministry of Health and the “Map of health safety and protection against the coronavirus disease (COVID-19)” that is published on the website <https://covid19.gov.gr/covid-map/> and provides guidelines for the safe presence of small crews for the conduct of audiovisual production preparation works.

The below-mentioned measures apply to the whole country until they are updated. Interested parties are also asked to regularly visit the announcements of the Ministry of Culture and Sports for the case that the present guideline is updated.

a. Granting of authorisations

- The conduct of works of small crews for the preparation (location scouting, meetings between artistic or other main contributors) of audiovisual productions is permitted if the required authorisation is obtained according to the process that applies in accordance with the applicable joint ministerial decision on distancing rules for rehearsals and film shootings.
- Interested parties must send a request for authorisation to the e-mail press@civilprotection.gr. In order to submit the request, the filling in and sending of a form is requested, a template of which is attached hereto as an annex. More information for the authorisation process can be requested from the General Secretariat of Civil Protection by telephone at 213 1510978, -969, -176, -190.

- In the case of international audiovisual productions in Greece with the participation of foreign associates coming to Greece from abroad for this purpose, the following rules shall apply:
 - [a] Interested parties must send the request for authorisation **ALSO** to the General Secretariat for Public Health, to the e-mail info3@moh.gov.gr. More information for the authorisation process can be requested from the General Secretariat of Public Health by telephone at 213 216 1236.
 - [b] The maximum number of persons per crew for the conduction of preparation works is set at 15 persons in total (Greek and aliens) and the cooperating Greek production company is responsible for obtaining the respective authorisation.
 - [c] The foreign mission shall be always accompanied by a specially trained COVID-19 Supervisor (Επόπτης COVID) with medical training (nurse, medical doctor, paramedic) of the Greek production company.
 - [d] For this request it is necessary to fill in the special information regarding associates from abroad, of the form attached hereto.

b. Arrival of foreign associates

- A PCR test 48 hours before the flight to Greece is obligatory for associates coming from abroad.
- The foreign mission shall be led directly to the hotel that has been declared to the General Secretariat for Civil Protection as their place of residence during their stay in the country.
- After the arrival of the associates from abroad, they shall undergo a new PCR-testing at their hotel, the cost being covered by the production company. The test results shall be kept and presented if requested.
- If the test results are negative, the preparation works may begin on the following day in cooperation with the Greek team. If the test result is positive for one of the associates, the protocol provided by the General Secretariat for Civil Protection shall be followed, after having directly informed the General Secretariat for Civil Protection first.

c. Crew stay, movement and work schedule

- The Greek production company informs the General Secretariat for Civil Protection sending a list with the full names of all crew members (contributors from Greece and abroad), passport number for aliens, contact telephone number, residence address and precise movement schedule.
- Contributors shall only move by carrying a certificate by the Greek production company mentioning the project name, the reason of movement, as well as the visiting hours/locations.
- During movements and visits to locations all hygiene protocols provided on <https://covid19.gov.gr/covid-map/> for the conduction of each activity shall be followed (obligatory use of face mask, keeping safety distances, maximum permitted number of persons per means of transportation etc.).
- In case of visiting or meetings in interior spaces:
 - Interior spaces should be well ventilated. As for air conditioning, only open circuit air conditioners are permitted.
 - Interior spaces should be disinfected with a 10:1 chlorine solution, i.e. 9-parts water and 1-part chlorine, before and after each visit. This also applies to sanitary facilities. For surfaces that are likely to be damaged by use of sodium hypochlorite, ethanol solution 70% can be used.
Particular emphasis should be given to surfaces that are frequently touched such as knobs, switches, handrails etc.
 - An antiseptic alcoholic solution (70%) should be provided.
 - In sanitary facilities the following hygienic rules should be followed:
 - Proper ventilation
 - Closed toilet seat lid before flushing
 - Use of paper or plastic disposable toilet seat covers is recommended
 - Provision of running water, soap supplies, paper towels, foot pedal waste container
 - Use equipment with a photoelectric cell or foot switch (e.g. for tap, soap) wherever possible
 - Hand dryers should not be used
 - Queue with distances of 1.5 meters
 - The use of non-medical masks is recommended

- In case the wash-basins have been out of use for a long time, running hot water for 5 minutes before the first use is recommended.
- Showers shall not be used.

- If a location coordinator is required, the coordinator shall also have undergone a PCR-testing earlier, at expenses of the production.
- All crew members shall fill in the questionnaire daily, which shall be submitted to the aforementioned Covid-19 Supervisor that has been appointed by the Greek production company and gives their approval for the conduct of the daily schedule.
- Coordinators shall follow the schedule, that shall be specific in every detail (location visits, times, length of stay at a location, time of return, mode of transportation etc.).
- During the conduct of preparation works (location scouting, meetings between artistic departments or other main contributors), all crew members shall undergo an additional PCR testing twice a week.
- The associates from abroad are not allowed to get in touch with the general population.

- * **The molecular PCR-test shall be repeated by all associates in any audiovisual production every 72 hours and be repeated in case of symptoms, irrespective of the person having been previously infected by or vaccinated against COVID-19.**

These measures are indicative. They cannot cover all possible cases and apply in parallel with the broader measures in force. For this reason, there must be constant monitoring of the relevant developments through the website of the National Public Health Organisation: <https://eody.gov.gr/neos-koronaivos-covid-19/>.

All parties involved should show the necessary individual responsibility, protecting themselves and other people. Production companies in particular should take every precaution to protect workers and take additional measures at their discretion which may be required due to specific features of a location or visit.

Below is an annex with the template of the licensing form.

The General Secretary for Contemporary Culture

Eleni Dandoulaki



SPECIAL AUTHORISATION FOR THE CREW OF AUDIOVISUAL PRODUCTION PREPARATION WORKS

Category

Location scouting (repérage) <input type="checkbox"/>	Professional meeting <input type="checkbox"/>
Project Title:	

Coordinator

Name	Surname	Title	Entity
Contact details:	Tel.:	Email:	

COVID Supervisor

Name	Surname	Tel.	Email
Contact details:	Tel.:	Email:	

Contributors

Name	Surname	Specialty

(This list may contain up to 15 persons)

