

# CODE OF CONDUCT



## CODE OF CONDUCT

When filming anywhere the general public may be affected by production activities, proper notification is to be provided to those directly affected.

### GENERAL COURTESIES

- + Producers, cast and crew will follow the provisions of their permits, a copy of which must be on location at all times.
- + Filming only takes place during the times listed on the permit unless extensions are granted.
- + Pedestrians should always be treated with courtesy and not be obstructed at any time unless stipulated in the permit.
- + All cables and similar items are to be channelled neatly and safely.
- + Producers must notify the public in writing whenever production activities may directly affect or disrupt their daily lives. The notice must include the name of the company, working title of the project and production type (e.g. Feature film, tv series, commercial). It must also include a clear account of the date and time of disruption.

### VEHICLES

- + Production vehicles must not arrive before the time stipulated on the permit and should turn their engines off as soon as possible.
- + Cast and crew personal vehicles that are not covered by the location-filming permit must use designated parking areas only.
- + Production vehicles shall not block driveways or gated access without permission.
- + Generator trucks should not be parked in front of residential buildings without permission.
- + Vehicles shall not display signs, posters or pictures that the public may find offensive or objectionable (i.e. material containing vulgar language or sexual content) in line with appropriate employee guidelines.
- + Crew cannot move a private vehicle to accommodate filming or parking, without permission of the owner. If a vehicle is parked in a restricted area, the appropriate authority will remove it.

### CAST & CREW

- + Cannot trespass on private property. They must remain within the boundaries of the property that has been permitted for filming.
- + Cannot drink alcohol on public property.
- + Must be served their meals, and eat, in the designated areas.
- + Must follow smoking restrictions and always leave cigarette butts in the appropriate containers.
- + Shall keep noise as low as possible at all times and refrain from using lewd or improper language.
- + Shall wear appropriate clothing – e.g. T-shirts with offensive slogans are not acceptable – and comply with appropriate employee safety regulations.
- + Will wear a production pass, as required.
- + Will not bring guests or pets to the location, without advance permission.

