



INTIMACY SCENE REQUEST FORM – SHOWTIME

Please complete the below form and send to your HR Partner and Safety Partner.

Production/Show Name and Season (Ex: Billions S7):

Who is the HR Production Partner for your show?

Physical Location:

Episode and Scene Number:

Intimacy Scene Description *(please attach copy of script):*

Intimacy Scene Start Date:

Intimacy Scene End Date:

Please check this box to indicate that all parties involved in this intimacy scene have agreed to the intimacy scene plan and have indicated a willingness to move forward shooting the intimacy scene as described in this document.

Did you consider alternative options? *(check all that apply)*

Yes No Yes No

Plexiglass

Replacing 1 cast by a mannequin

Skin-tone Mask

Angle of Camera

Real-life couple double

Other *(please indicate below)*

Why were they not chosen? Please describe



Indicate all individuals who will be in the scene below.

Please note, scenes with over 4 participants will require additional approvals.

<u>NAME</u>	<u>ROLE</u>	<u>EMPLOYED BY</u>	<u>UNION</u>	<u>PHONE</u>	<u>EMAIL</u>
John Doe	Line Producer	Eye Productions	DGA	xxx.xxx.xxxx	John.doe@xyz.com

Additional Comments:

Intimacy Scene Considerations

1. Limit number of participants:
 - a. 2 – 4 participants
 - b. More than 4 participants will require additional review/approvals.
2. Every on-camera participant must:
 - a. Test 3x a week prior to the day of the scene, including a test on the DAY OF the scene.
 - i. For day-of testing, a quick turnaround PCR is preferred, but if that is not available, a Rapid test may be used.
3. Where possible on-camera talent will be fully vaccinated.
4. Breaks:
 - a. The goal is to finish the scene as quickly as possible with minimal number of takes.
 - b. After one-hour, Production should break to air out rooms, wipe down high touch areas and let the air filter recirculate the air flow.
5. Be mindful of “offset” behavior and how that could impact filming.

Other

Facility requirement: room area is recommended to be at least 120sq ft per person in order to maintain social distancing.



Supplies

All PPE must be worn in accordance to RTW guidelines, including masks/face shields when cameras are not rolling. In addition, while not required, Antiseptic mouthwash can be used prior and in-between takes.

COVID-19 Case Management and Notification Process

1. In the event of an actual illness during the visit the individual(s) will be immediately directed to the isolation room or their own vehicle while maintaining social distance. In the event that the individual is short of breath or in acute distress production will call 911.
2. The individual will immediately be provided with a mask if they have taken their PPE off.
3. Anyone assisting the individual will don a protective mask and nitrile glove and immediately perform hand hygiene by washing your hands with soap and water for at least 20 seconds or use an alcohol-based hand sanitizer with at least 70% alcohol.
4. When using the isolation room, anyone assisting the individual will immediately close the door to the room, explaining that this is to help protect other employees and prevent the spread of a potential virus.
5. The facility team will be notified of the ill person. They will ensure that the closest exit to the isolation room is cleared so to the ill individual can safely leave the building.
6. The individual will be instructed to return home and seek immediate medical advice and guidance based on their symptoms.
 - a. Public transportation will not be used.
 - b. If the infected person is well enough to drive their own vehicle, ask them to transport self.
 - c. If the person is not well enough to drive their own vehicle, ask them to call a family member or call a friend.
7. All remaining employees will depart the building, through an alternative exit, once the ill employee has left the building. The individuals will be instructed to return home, isolate if possible, and seek immediate medical advice and guidance based on any symptoms that may develop. HR, Safety and the GSOC are notified pursuant to Paramount policy. Procedure: If one of the employees contracts COVID-19, the COVID COMPLIANCE OFFICER will notify the GSOC (which is the Paramount Global Security Operations Center at 323-956-5788 or GSOC@paramount.com) the HR Production Partner for this production/project, if known, otherwise, for CBS Studio Productions, Marlene Baez, 646-261-0048 or Tim Farrell, 818-821-4190 and Safety: Dave McElwain, Safety (323) 575-2423, or Dave Templeman, Safety (412) 642-5055.
8. As of 11/30/20, the union agreement requires notification to the unions regarding a positive test and the notice should be made by Labor Relations.
Production will notify Labor Name & Contact Info:
of a positive test so that they can notify the unions. Production will include number of individuals with a positive test result, the Zone(s) in which the positive test result occurred, and the day the test result(s) was or were reported.

Training Plan

All employees will be provided with, and required to watch, COVID-19 protocol videos provided by EHS: <http://ehs.viacomcbs.com/online-training/training-in-english/> . There will be a record kept of those that have taken the training and an acknowledgment from each person once he/she has watched all videos.