

Republic of the Philippines  
Office of the President  
**FILM DEVELOPMENT COUNCIL OF THE PHILIPPINES**

ADVISORY NO. 06  
Series of 2020



Relative to the **FDCP-DOH-DOLE Joint Administrative Order No. 2020-001** on the **Health and Safety Protocols for the Conduct of Film and Audiovisual Production Shoots and Audiovisual Activities During COVID-19 Pandemic** effective upon its release on 7 June 2020, the following clarificatory guidelines are issued:

1. **Production Shoots.** Further to the Order, production shoots shall include any and all types of shoots including but not limited to the following which will follow the provisions of the FDCP-DOH-DOLE No. 2020-001:
  - a. Film Production
  - b. Television Program Production
  - c. Advertising content production
  - d. Corporate Audiovisual Production (AVPs)
  - e. Animation Production
  - f. Live event production **without the physical presence of audience, patrons, or guests** including but not limited to concerts, live shows, variety shows, theatrical or stage performances, panel discussions recorded as content for various distribution platforms like online streaming, the internet, television, and the like.
  - g. Other audiovisual content production
2. **Coverage.** The coverage of the Order is nationwide.
3. **Community Quarantine Conditions.** It is reiterated that the following community quarantine conditions shall apply where film and audiovisual productions will be allowed to operate:

Type of CQ	Production Shoot Operations
Enhanced Community Quarantine (ECQ)	Not allowed
Modified Enhanced Community Quarantine (MECQ)	Allowed with a maximum fifty (50) people on production site following the Health and Safety Protocols of DOLE,DOH and FDCP
General Community Quarantine (ECQ)	Allowed with a maximum fifty (50) people on production site following the Health and Safety Protocols of DOLE,DOH and FDCP

Modified General Community Quarantine (MGCQ)	Allowed with a maximum fifty (50) people on production site following the Health and Safety Protocols of DOLE,DOH and FDCP
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4. **Safe Filming Program.** The Safe Filming Program is a program by the Film Development Council of the Philippines in partnership with the Department of Health and the Department of Labor and Employment which will take the strategies and guidelines of the FDCP-DOH-DOLE JAO No. 2020-001, S. 2020 and serve as a platform for active collaboration with stakeholders. The Program shall also serve as a database of registration of film and audiovisual projects and activities and a platform for workers to report work-related injuries, illnesses, and any and all unsafe working conditions.
5. **Project Registration.** Each production company from the above categories must register their scheduled production at least seven (7) days before commencement and submit the following:
  - a. **Production Registration Form**

In line with the reportorial requirements of the FDCP-DOLE JMC No. 001 S. 2020, all scheduled production shoots (whether for film, TV, web, and other audiovisual content) must be reported to DOLE and FDCP. The form will contain specific details of the planned production shoot including the people participating at the production site.
  - b. **Health and Safety Commitment Declaration**

This form is for production companies to manifest their compliance with Republic Act 11058 or the Occupational Safety and Health Standards Act and DOLE-FDCP Joint Memorandum Circular 001, Series of 2020 on the Guidelines Governing the Working Conditions and Occupational Safety and Health of Workers in the Audio-Visual Production Industry. This also spells out their commitment in providing and maintaining a safe and healthy workplace for all workers. This must be submitted to the FDCP prior to the start of the production shoot.

These forms may be downloaded at [www.fdcph.ph](http://www.fdcph.ph) and may be sent to [safefilming@fdcp.ph](mailto:safefilming@fdcp.ph).
6. **Other Safe Filming Forms.** Safe Filming Forms are available for producers and workers in accordance to their activities and needs. The following forms must be used during the conduct of their shoots. These records must be kept by the production.
  - a. **For Producers**
    - i. *Safety Requirements for Call Sheets.* This is a guide for producers to use as a checklist in including safety information about the production

shoot in their Call Sheets. This is to ensure that the cast and crew are equipped with information with regard to health and safety on set. This form must be kept by the Producer.

**b. For The Workers**

- i. *COVID-19 Health Declaration Form.* All workers must fill up the COVID-19 Health Declaration Form for reporting on their medical status and known/unknown contact with the novel coronavirus. As a preventive measure to mitigate the risk of outbreak in the workplace, workers can provide their contact details, describe their recent travel history, list people they have come into contact with, and check off any symptoms they may be experiencing. This must be submitted to the workers' respective production prior to the start of the production shoot or to the workplace prior to returning to work.
- ii. *Health and Safety Orientation.* All workers must be able to undergo a Health and Safety Orientation in order for them to be trained in assessing risks and ensuring safety in the workplace. This form may be used to record that their Health and Safety Orientation has been completed and must be kept as a record by the production.

**c. For The Occupational Safety And Health Officers**

- i. *COVID-19 Sign-In Registration Form.* The OSH must ensure that all workers at the beginning of the production shoot must fill in this form indicating history of travel and other pertinent details for contact tracing purposes. This record must be kept by the producer and may be required by the DOH for contact tracing.
- ii. *Incident Register.* This is to record any health-related incidents that occur during the production and must be kept as a record by the production.
- iii. *Risk Register.* This form must be filled out that takes stock of each production site's possible risks on the venue that may cause injury or illness to the workers and controls to eliminate and minimize the same. This must be filled out by the OSH Officer and submitted to the Production prior to the start of the production.
- iv. *Illness and Injury Investigation Form.* This is to record injuries or illness sustained by any worker during the course of the production shoot along with recommendations on how to prevent such from happening again. This must be reported to FDCP, DOH, and DOLE within thirty (30) days after the occurrence of the illness and injury.

**7. Development of Specific Guidelines.** Through the Safe Filming Program, film and audiovisual companies and organizations are encouraged to develop their own applicable and specific guidelines provided that they are in line with the minimum standards of the FDCP-DOH-DOLE JAO No. 2020-001. Further, the same may be submitted to the Agencies for review and official endorsement.

**8. Interzonal Movement.** Interzonal movement for the purpose of conducting audiovisual productions shall remain prohibited except when the localities have

the same quarantine setup, in which case such movement shall be considered movements within a single quarantine zone. All Producers/Employers and workers are strongly encouraged to carry out production within their areas of domicile.

*This means that productions cannot conduct audiovisual production activities in places that have different community quarantine conditions (e.g from GCQ areas to MGCQ areas and vice-versa).*

9. **Penalties.** Penalties as administrative fines may be imposed through DOLE Department Order No. 198 S. 2018<sup>1</sup> for any willful failure to comply with this Joint Administrative Order. Further, any person or entity found to have violated the provisions in this Order are subject to penalties and other legal actions in accordance with, but not limited to, existing laws and orders for the COVID-19 response, such as Republic Act No. 11469 - Bayanihan to Heal As One Act<sup>2</sup>, Republic Act No. 11332 - Mandatory Reporting of Notifiable Diseases and Health Events of Public Health Concern Act<sup>3</sup>, and Republic Act No. 11058 - Strengthening Compliance with Occupational Safety and Health Standards Act<sup>4</sup>.

Reports of violations may also be sent to [safefilming@fdcp.ph](mailto:safefilming@fdcp.ph) for proper action.

10. **Effectivity.** This Order shall take effect as soon as approved.

For information and guidance.

  
**USEC. MARY LIZA B. DIÑO**  
Chairperson and CEO

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<sup>1</sup> [https://www.dole.gov.ph/php\\_assets/uploads/2019/01/DO-198-Implementing-Rules-and-Regulations-of-Republic-Act-No\\_-11058-An-Act-Strengthening-Compliance-with-Occupational-Safety-and-Health-Standards-and-Providing-Penalties-for-Violations-Thereof.pdf](https://www.dole.gov.ph/php_assets/uploads/2019/01/DO-198-Implementing-Rules-and-Regulations-of-Republic-Act-No_-11058-An-Act-Strengthening-Compliance-with-Occupational-Safety-and-Health-Standards-and-Providing-Penalties-for-Violations-Thereof.pdf)

<sup>2</sup> <https://www.officialgazette.gov.ph/downloads/2020/03mar/20200324-RA-11469-RRD.pdf>

<sup>3</sup> <https://www.officialgazette.gov.ph/downloads/2019/04apr/20190426-RA-11332-RRD.pdf>

<sup>4</sup> <http://www.officialgazette.gov.ph/downloads/2018/08aug/20180817-RA-11058-RRD.pdf>