

10 September 2020 [updated from 19 June 2020 version]

Frequently Asked Questions (FAQ):

Resumption of Media Content Productions in Phase 2 (19 June 2020 onwards till updated)

Permitted Services for Phase 2/Singapore Standard Industrial Classification (SSIC) Codes

- 1) Q: My company's primary business (in ACRA) doesn't fall under the SSIC codes in the [Permitted Services List](#), but we are working on motion picture/TV productions. What should we do? Can my employees or representatives be hired by production houses as crew or talent?

A: Companies currently not under the Permitted Services List but providing services (including manpower such as performing talent) to media content productions can apply for an exemption (general/time-limited) [with MTI](#), stating clearly the production company they are engaging with, and the production title. Please note the type of exemption will depend on the duration and requirements of the production.

For employees or representatives from these companies who are hired separately by production houses as third party crew or talent (i.e. on a freelance basis), please see Q2 below.

- 2) Q: Are independent and student filmmakers allowed to resume production activities during Phase 2? What about freelancers?

A: For Phase 2, companies with SSIC codes under the [Permitted Services List](#) can resume business activities. Freelancers or independent filmmakers that do not have an SSIC code may refer to Question 15 on MTI FAQ for resumption of operation [here](#), for detailed instructions.

Student filmmakers will also be allowed to perform filming for schoolwork, as tertiary education institutions are also allowed to resume operations in Phase 2. Please note that only those from graduating cohorts who are required to produce or participate in a film as part of their exam requirements and/or coursework for graduation will be allowed to resume filming activities with the following limitations:

- a. No more than 30 personnel on location; and
- b. No more than 10 onscreen talent/performers (who may be unmasked if necessary), at any given time. For the entire production, only the same fixed cast of onscreen talent/performers may unmask when needed. This is not interchangeable with other non-onscreen roles.

All other student productions not related to graduation requirements should abide by the prevailing regulations and safe management measures, e.g. groups of up to 5 pax with masks on.

Students are to first refer to their respective school advisories on filming activities, as these will take precedence, and would be aligned to MOE directives.

All filmmakers resuming production work should comply with the [Mandatory Safety Rules](#). Please also note that for productions involving "live" singing, all productions must adhere to no more than 30 personnel on location, including no more than 5 onscreen talent/performers

singing unmasked at any given time, and must observe a 2-metre safe distancing from the next person.

3) Q: Are official IMDA letters required for productions to proceed?

A: Production companies whose SSIC codes are under the [Permitted Services List](#) can resume operations (indoors or outdoors) without any further approval or official letter from the IMDA. Please ensure that permission by location owners has been obtained, provided that the location is permitted to resume operations in Phase 2.

Production companies might wish to point location owners to the [IMDA's advisory on resumption of media content production](#).

4) Q: Photographers are allowed to resume services in Phase 2. Do the Mandatory Safety Rules apply to photographers, including wedding photographers?

A: Photography companies (i.e. registered with ACRA under SSIC codes beginning with 742) are permitted to resume businesses in Phase 2. While these companies do not fall under the media SSIC codes beginning with 58 to 63, they may proceed with their production projects (including pre-wedding photoshoots) with the following limitations:

- a. No more than 30 personnel (including photographer and clients) on location; and
- b. No more than 10 persons in the photo (who may be unmasked if necessary), at any given time

Freelance photographers that do not have an SSIC code may refer to Question 15 on MTI's FAQ for resumption of operations [here](#), for detailed instructions.

All photoshoots, including pre-wedding photoshoots, are to comply with the [Mandatory Safety Rules](#). The persons in the photo may only unmask during a take/shot, and must promptly put the mask back on in between and after the take/shot. Please note that this is only allowed for photography companies listed under SSIC codes beginning with 742.

For wedding solemnisation/receptions, [MOH's latest advisory](#) takes precedence.

Rules for Production

1) Q: Currently, for companies involved in the production of programmes for broadcast and other digital media, such as TV commercials, short narratives, documentaries, feature films, requiring large crew, to register with IMDA. These companies can operate with no more than 50 personnel on location, including no more than 20 onscreen talent/performers (unmasked), at any given time. What happens after I register? Will exceptions be granted, and will this limit be increased in at a later part of Phase 2?

A: Unless otherwise informed, you can continue to carry out your activities within these personnel limits. IMDA will monitor the situation. Any change to the limit will be communicated via IMDA's advisory [here](#). If you have been notified earlier by IMDA that you may resume at this limit, you are not required to register as we would have your details noted.

Please note that for the entire production, only the same fixed cast of onscreen talent/performers may unmask when needed. This is not interchangeable with other non-onscreen roles.

Please also note that no “live” singing is allowed at this production size. Productions involving “live” singing must adhere to no more than 30 personnel on location, including no more than 5 onscreen talent/performers singing unmasked at any given time, and must observe a 2-metre safe distancing from the next person.

- 2) Q: Currently, for companies involved in all other productions, there should be no more than 30 personnel on location, including no more than 10 onscreen talent/performers (unmasked), at any given time. Will this limit be increased at a later part of Phase 2?

A: IMDA will monitor the situation. Any change to the limit will be communicated via IMDA’s advisory [here](#).

Please note that for the entire production, only the same fixed cast of onscreen talent/performers may unmask when needed. This is not interchangeable with other non-onscreen roles.

Please also note that for productions involving “live” singing, all productions must adhere to no more than 30 personnel on location, including no more than 5 onscreen talent/performers singing unmasked at any given time, and must observe a 2-metre safe distancing from the next person.

- 3) Q: Currently, for “live” singing as part of the production, all productions must adhere to no more than 30 personnel on location, including no more than 5 onscreen talent/performers singing unmasked at any given time, and must observe a 2-metre safe distancing from the next person. Will exceptions be granted, and will this limit be increased at a later part of Phase 2?

A: IMDA will monitor the situation. Any change to the limit will be communicated via IMDA’s advisory [here](#).

Please note that for the entire production, only the same fixed cast of onscreen talent/performers may unmask when needed. This is not interchangeable with other non-onscreen roles.

- 4) Q: Is the Mandatory Safety Rules applicable for indoor shoots or outdoor shoots?

A: The [Mandatory Safety Rules](#) applies to all shoots – indoors or outdoors.

- 5) Q: How should productions handle the provision of masks for onscreen talent? These talents won’t be able to wear masks after makeup is done.

A: The use of face shields is recommended for onscreen talents that have done their makeup. These should be taken off only right before a take, and must be put back on immediately in between takes. When the take is completed, they should put on their masks. Personnel in close contact with unmasked talent (e.g. makeup, sound crew) should wear masks with face

shields, and reduce close contact as soon as possible. For onscreen talent, please maintain a 1 metre distance from the next person. Please refer to the [Mandatory Safety Rules](#) for details.

- 6) Q: It is noted that news presenters are able to perform their work without wearing masks. Can this be applied to radio presenters or voice talents?

A: Yes, radio presenters or voice talents may remove their masks only right before a take, and must be put back on immediately in between takes, as well as after the take is completed. For onscreen talent, please maintain a 1 metre distance from the next person.

Please note that for productions involving “live” singing, all productions must adhere to no more than 30 personnel on location, including no more than 5 onscreen talent/performers singing unmasked at any given time, and must observe a 2-metre safe distancing from the next person.

Please also note that for the entire production, only the same fixed cast of onscreen talent/performers may unmask when needed. This is not interchangeable with other non-onscreen roles.

- 7) Q: Who is deemed as qualified to be the health and safety officer for the production? Must the health and safety officer be a police officer/medic from outside the production crew?

A: The health and safety officer is appointed by the production company to ensure that all health and safety measures detailed in the [Mandatory Safety Rules](#) are being adhered to. Members of the production crew could be appointed for this role.

- 8) Q: How should production personnel (cast/crew) consume their meals while filming on location? Where can they consume if in public?

A: Meals should be packaged individually with disposable packaging/utensils, and safe distancing measures should be adhered to. If the personnel are not able to take their meals at their work premises as they are filming on location, they can eat in their vehicles, or in public spaces such as void decks and park benches.

Production companies should ensure that all personnel observe the following while doing so:

- a. Personnel should dine alone and keep a distance of at least one metre from another individual;
- b. Staggered meal times to reduce the interactions between personnel and prevent congregation; and
- c. Personnel should dine quickly and leave the space in a clean state after they have consumed their meals.

Refer to the [Mandatory Safety Rules](#) on how to implement this.

- 9) Is there an available template for the health and safety declaration as detailed in the Mandatory Safety Rules?

A: The format of the declaration could be designed by the production crew, and must cover the information outlined in the [Mandatory Safety Rules](#).

- 10) Q: The [Mandatory Safety Rules](#) makes clear that all personnel must maintain a 1 metre safe distance from the next person. Would it be possible to have short or transient contact with fellow cast/crew for the purpose of preparing for the production, such as for swapping camera lens, lifting heavy equipment together, passing items to actors etc. with masks on?

A: It is understandable that very brief or transient contact may be encountered in the middle of a production, similar to making payments for a meal at a food establishment, or receiving a delivery. The production company should note to encourage all production personnel to keep such contact brief and maintain the 1 metre safe distancing throughout the production.

Locations

- 1) Q: If the filming location identified is a business whose SSIC is not under the [Permitted Services List](#) in Phase 2, can production still take place?

A: While there are no issues filming in such premises, this is subject to the permission granted by the establishment and the ability to comply with the [Mandatory Safety Rules](#) (e.g. maintaining a safe distance of at least 1m between all individuals during production). This includes planning for the limited number of personnel on set at a time, due to space constraints. For onscreen talent who is unmasked, it is mandatory to maintain a 1m distance from the next person at all times.

For businesses not permitted to operate in Phase 2, they should not use such filming as a reason to conduct their business activities.

- 2) Q: In Phase 2, each household is allowed up to 5 visitors at a time. Does this rule apply to productions taking place in residences?

A: Productions can take place in households, subject to only 5 visitors at a time (including cast/crew), with only the cast members allowed to remove masks during and in between takes. All resumption of media content production should comply with the [Mandatory Safety Rules](#).

- 3) Q: Can productions now take place in parks or open areas?

A: Filming requests in gardens, parks and nature reserves managed by the National Parks Board will be assessed based on factors such as the location, proposed filming hours, and whether the crew can observe safe-distancing measures. Please note that as far as possible, filming is to be done on weekdays during off peak periods, and to limit crew numbers and hours to minimise crowding. Companies can submit their applications via the NParks website: <https://www.nparks.gov.sg/request-to-film-on-location-form>

Filming in open areas will be subject to the permission of the respective location owners, where required.

- 4) Q: Can productions take place in locations managed by Town Councils (e.g. HDB common areas such as void decks)?

A: The production company must submit an application to the relevant Town Council, with a letter of facilitation from IMDA and an acknowledgement that they agree to abide by IMDA's

prevailing [Mandatory Safety Rules](#). Filming activities can commence only after approval is granted by the Town Council.

For all requests for an IMDA facilitation letter, please write to sfc@imda.gov.sg and include project details using [this template](#).
