

Call Sheet Memo

These guidelines are intended to give recommendations for safely working around powered and manually operated counterbalanced camera cranes and telescopic camera cranes in the motion picture & TV industry. This safety bulletin may also be applicable to jib arms and similar types of units.

Additional guidelines are available for pre-production and planning at www.actsafe.ca.

Control Measures for Cast & Crew Safety

The following control measures should be implemented to protect the cast and crew while a camera crane is in use:

- Cast, crew and background performers should be aware of:
 - Crane's operating area
 - Points of impact (areas under the crane where you may strike your head)
 - Crane's range of motion
 - Crane's extension area (for Technocranes)
- If the camera crane is equipped with outriggers/stabilizers, follow the manufacturer's instructions regarding their proper use. Care should be taken to ensure that dolly track or the feet of the outriggers/stabilizers will not sink into soft soil or asphalt, otherwise, the unit may tip over. Adequate means of distributing the outrigger/stabilizer load should be used, when appropriate.
- When operating a camera crane, qualified personnel should ensure that there is adequate clearance for operation. Potential obstructions or hazards, such as power lines, helicopter rotors, fire sprinkler heads, etc. should be considered.



ATTENTION

If the crane is extended to its full reach and, furthermore, the arm is directed upwards, gusts of wind at open-air locations can threaten the crane's stability.

Do not work in a wind stronger than force three (3 Beaufort or 20 km/h = 15 mph)

~ as recommended by Technocrane for all their cranes.



DID YOU KNOW?

Telescopic camera cranes (e.g. - Technocranes) operate in a different way from counter-balanced camera cranes. Telescopic camera cranes:

- do not carry any riders.
- can extend out (telescope) as fast as 7 feet per second.
- are heavier and use a wider, heavier track.
- have counterweight stacks that move.

- Seat belts are to be provided on all camera cranes where passengers are required for operation. Seat belts must be maintained in good condition, and used by all passengers.
- When stepping on or off of a camera crane, or when adding or removing payloads, do so only after approval from the person operating the unit. Stepping off of a balanced camera crane without providing a counterbalance (e.g., another person to replace the weight) can cause the arm to elevate rapidly and possibly cause serious injury.
- Equipment shall not be attached to, nor altered on, the camera crane without the authorization of the crane technician.
- Cast, background, and crew should not pass under a camera crane unless authorized by the crane technician.
- Personal Protective Equipment (PPE) shall be worn, as appropriate. Technicians loading or unloading weights from the crane should wear CSA approved protective footwear.
- The camera crane's operating area should be identified. Cast, background, and crew should not enter the crane's operating area without the appropriate permission.
- Crew members and crane technicians should not use any electronic device (mobile telephone, tablets, video monitors) while operating the crane.

Safety Meetings

Safety meetings must be held with all participants including cast and crew to discuss operations and precautions.

These meetings may include but are not limited to the following:

- Possible risk to workers involved including emergency, safety and security staff.
- Discussion of all obstacles and/or equipment and locations that may present a hazard and safeguards to protect workers and equipment.
- Location of boundaries and intended crane operating areas.
- The importance of housekeeping and keeping the camera crane's operating area clean and neat.
- Communications including the chain of command; and emergency procedures.
- It may be necessary to conduct additional safety meetings following a change to the original intended operation of the camera crane.