



ASU FILM SAFETY POLICY DECLARATION

ASU Students participating in film and media projects that are filmed on campus and off-campus are required to conduct themselves in a professional and safe manner in connection with all projects that are part of their learning curriculum, and must follow the Arizona Board of Regents Student Code of Conduct to balance the rights and needs of the community.

Therefore, Arizona State University requires all students to disclose elements in productions that may contain potential safety issues. Based on your answers to the questions below, your script may need to be reviewed by the Safety Coordinator in your program with specific safety instructions given before the approval to film the script is approved. Even if you are not filming on ASU Property, the Safety Coordinator for your program must still review all projects with safety concerns.

Name of Project _____

Instructor and Class _____

Name of Student Lead Producer _____

Does your story/script have any of the following (circle YES or NO):

- | | | |
|---------------------------------------------------------------------------|------------|-----------|
| 1. Weapons of any kind | YES | NO |
| 2. Physical Violence of any kind (fighting, falling, etc) | YES | NO |
| 3. Use of Pyrotechnics, fire and/or lit candles (smoking excluded) | YES | NO |
| 4. Moving vehicles of any kind (parked vehicles excluded) | YES | NO |
| 5. Casting of actors under the age of 18 or use of live animals | YES | NO |

If you have circled any of the above with YES, you are required to attend a mandatory Safety Review and you must make an appointment with the Safety Coordinator for your Program before starting production.

In addition, the following safety rules must always be observed:

- If you are filming on ASU property, you ALSO MUST obtain an ASU FILMING AGREEMENT AND SAFETY POLICY.
- It is expected that all Projects filmed off-campus on private or public property will be conducted responsibly with Students obtaining all proper permissions and city/state permits;
- Students cannot work more than thirteen (13) hours during a 24-hour filming period;
- Adequate food and water must be supplied during filming of the project;
- Access to proper restroom facilities and a first aid kit must be available at all times.

I understand and will adhere to this ASU Safety Policy for this production. I further understand that failure to adhere to the ASU safety policy either by failing to disclose required information, failure to meet for the mandatory Safety Review, or by failing to follow specific safety instructions and guidelines provided by your program will result in disciplinary measures. Print this form and bring it to your Safety Review, or you can turn it in to your Class Instructor if you do not need to attend a Safety Review.

Student Lead Producer email & ID Number

Faculty Safety Coordinator & Date
(only if ASU Safety Review is conducted)

Student Lead Producer Signature and Date

Class Instructor