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31/03/2021 09:45:15

MINISTRY OF CULTURE & SPORTS 31/03/2021

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BY

EFSTATHIA MATSOUKA

**HELLENIC REPUBLIC  
MINISTRY OF CULTURE  
& SPORTS  
OFFICE OF THE GENERAL SECRETARY  
OF CONTEMPORARY CULTURE**

**EXTREMELY URGENT**

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**SUBJECT: CORRECT REPETITION: INSTRUCTIONS ON THE SAFE EXECUTION OF PREPARATORY WORKS FOR AUDIOVISUAL PRODUCTIONS**

**Ref.:**

[a] The extract from the Minutes of the 195<sup>th</sup> meeting of the National Committee for Public Health Protection against the coronavirus COVID-19, dated 05.03.2021.

[b] The extract from the Minutes of the 202<sup>nd</sup> meeting of the National Committee for Public Health Protection against the coronavirus COVID-19, dated 26.03.2021.

[c] The letter of the Deputy Minister of Culture & Sports, responsible for Contemporary Culture affairs, dated 05.03.2021, containing his relevant request to the National Committee for Public Health Protection against the coronavirus COVID-19.

[d] The document with Ref. No. ΥΠΠΟΑ /ΓΓΓΣΠ/720841/4313, dated 18/12/2020.

[e] The Joint Ministerial Decision No. Δ1α/ΓΠ.οικ. 17709 (Government Gazette 1077/Β/20.03.2021)

[f] The Joint Ministerial Decision No. Δ1α/Γ.Π.οικ.18877 (Government Gazette 1194/ν.Β/27.03.2021)

[g] The “Map of Health Safety and Protection against Covid-19 Infection”, as published on the website <https://covid19.gov.gr/covid-map/>.

This document is based on the instructions and recommendations of the COVID-19 Experts Committee of the Ministry of Health and on the “Map of Health Safety and Protection against Covid-19 Infection”, published on the website <https://covid19.gov.gr/covid-map/> and provides instructions on the safe presence of small crews for the execution of preparatory works for audiovisual productions.

**The measures described below pertain to the entire country until further update. Interested parties are advised to visit the announcements of the Ministry of Culture & Sports in case of updates of this directive.**

**a. Granting of Permit**

- The execution of preparatory works for audiovisual productions (repérage, meetings of artistic or other essential contributors) by small crews is permitted upon procurement of the required permit by way of the effective procedure, which is applicable pursuant to the current joint ministerial decision regulating the distancing rules for rehearsals and film shooting.
- Interested parties must send their permit requests to [press@civilprotection.gr](mailto:press@civilprotection.gr). To send the request, the filling in and sending of a form is required, the template of which is hereby attached as an Appendix. For more information on the permit-granting procedure, please contact the General Secretariat for Civil Protection at (+30) 213 1510978, -969, -176, -190.
- In the case of international audiovisual productions staged in Greece, with the participation of foreign contributors arriving in Greece from abroad for this specific purpose, the following specific rules are applicable:
  - [a] Interested parties must send the aforementioned permit-granting request ALSO to the General Secretariat for Public Health at [info3@moh.gov.gr](mailto:info3@moh.gov.gr). For more information on the permit-granting procedure, please contact the General Secretariat for Public Health at (+30) 213 216 1236.
  - [b] The maximum number of persons as per crew for the execution of preparatory works is set at 15 individuals in total (Greek and foreign nationals) and the agent responsible for the procurement of the relevant permit is the cooperating Greek production company.
  - [c] The foreign team must be accompanied, at all times, by a specially trained COVID-19 Supervisor with medical training (either as a nurse, medic or paramedic) from the Greek production company.
  - [d] For the request, the filling in of the specific items concerning contributors arriving from abroad is required in the form attached herein.
- Interested parties, who shall be granted permit, must provide a statement in writing that they have been made aware of the relevant directive.

**b. Arrival Procedure for Foreign Contributors**

- For contributors arriving from abroad, taking a PCR test 48 hours before their flight to Greece is mandatory.
- The foreign team is to be transported directly to the hotel, which has been declared to the General Secretariat for Civil Protection as their accommodation during their stay in the country.
- Upon arrival of the contributors from abroad, a new PCR test shall be performed on them at their hotel, the cost of which shall be borne by the production company. The results of these tests must be retained and, at any event, be available for inspection upon relevant request.
- Provided that these results are negative, the foreign team may commence preparatory works on the following day, in cooperation with the Greek team. In the event that a test is positive for a

foreign contributor, the protocol set out by the General Secretariat for Civil Protection shall be implemented, upon immediate notification of the General Secretariat for Civil Protection.

**c. Accommodation, Transportation and Work Schedule of Crews**

- The Greek production company shall duly inform the General Secretariat for Civil Protection by sending a list of the full names of all crew members (contributors from Greece and abroad), as well as passport numbers for foreign contributors, telephone contact numbers, accommodation address and the precise transportation schedule.
- Contributors shall be transported only in possession of the certificate provided by the Greek production company, which must include the name of the project, the reason for any transportation, as well as the timetable/locations of visits.
- During transportations and visits, all health protocols set out for the execution of each activity must be adhered to (mandatory use of protective masks, safety distancing, maximum permissible number of persons per means of transportation, etc.), as outlined at <https://covid19.gov.gr/covid-map/>
- In the event of a visit or meeting at indoor spaces:
  - Indoor spaces must be thoroughly ventilated. With regard to air conditioning, only open-circuit air conditioning systems shall be permitted.
  - Indoor spaces visited must be disinfected with 10:1 chlorine solution, that is, 9 parts of water and 1 part of chlorine, both before and after every visit. The same applies for personal hygiene spaces. For surfaces that could be destroyed by the use of hypochlorite sodium, 70% ethanol concentrate may be used.  
Particular attention must be paid to surfaces regularly touched, such as door handles, switches, handrails, etc.
  - An alcohol anti-septic solution (70%) must be available for use.
  - Hygiene rules must be adhered to also in personal hygiene spaces, including:
    - Proper ventilation
    - Closed toilet seat before flushing
    - Use of disposable paper or plastic toilet-seat covers is desirable
    - Running water and adequacy of soap, paper towels and foot-pedal disposal bins
    - Where possible, use of photocell or footswitch equipment (e.g. water faucets, soap)
    - No use of an air dryer after the washing of hands
    - 1.5-meter queue distance
    - Use of a non-medical face mask
    - In the case that water basins are not used for long periods of time, it is recommended that they be rinsed with hot running water before first use.
    - Showers shall not be permitted
- In the event that the presence of a facility administrator is required, he/she must have taken a prior PCR test, the cost of which shall be borne by the production company.

- All crew members shall fill out a questionnaire on day-to-day basis to be submitted to the aforementioned Covid-19 Supervisor, assigned on behalf of the Greek production company, who shall then authorise the execution of the daily work schedule.
- Contributors must adhere to the schedule, which shall be set out in full detail (location visits, timetable, duration of stay at each space, return time, mode of transportation, etc.).
- The contact of foreign contributors with the general population shall not be permitted.
- During execution of preparatory works (repérage, meetings of artistic departments or other essential contributors) an additional PCR test must be performed twice a week on all members of the crew.
- In the event of preparatory works' duration longer than one week, the PCR test must be repeated on all employees on a 72-hour basis and must also be repeated upon the appearance of any symptoms, irrespective of a prior COVID-19 infection or vaccination.

These measures are to be taken as indicative, cannot cover every possible occurrence and are to be implemented additionally to the measures applicable for the wider population. For this reason, there must occur regular tracking of the relevant updates, published on the website of the National Public Health Organisation at <https://eody.gov.gr/neos-koronaivos-covid-19/>.

All parties involved must demonstrate essential personal responsibility by protecting both themselves and other persons they come in contact with. Production companies must demonstrate special care for the protection of their employees and to proceed, on their own initiative, to the adoption of additional measures that the particularities of certain facilities or visits may require.

Please find below an Appendix demonstrating the permit request form template.

The General Secretary of Contemporary Culture

Eleni Doundoulaki



### Vehicles

License No.	Type (private, van, truck, etc.)

### Workforce Crew Schedule

Date (from – to)	Time (from – to)	Municipality	Street – Number	Comments – Clarifications on destination	Mode of transportation to destination	Mode of transportation to destination

### Additional Details for Foreign Contributors

Full Name	Passport Number – Country of Origin	Country of Departure	Telephone	Hotel Accommodation	Date of Arrival PCR Test	Result of PCR Test

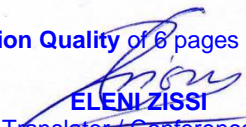
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**CERTIFIED TRANSLATION OF THE ORIGINAL**  
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 according to P.D. 169/2-7-2002

  
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**Athens, 05/04/2021**