

(12) Hour Maximum Work Rule As of August 2022

As stated in the Production Handbook in the [Safety & Violations](#) section, SFTV has a twelve-hour maximum work day rule.

- ❖ the workday starts at call time (if the location is outside the 30-mile zone*, then travel time to and from the location is considered work time and is included in the 12 hours).
- ❖ the workday ends when all the equipment has been loaded or stored and the cast and crew leave to go home (see travel time above).

a maximum of 1/2 hour of mealtime is the only time that is deducted from the workday. Most productions choose to break for ½ hour meal. In other words, if you break for a ½ hour, your workday can be a total of 12 ½ elapsed hours. If it is a one-hour or more meal break you still cannot go past the 12 ½ hours lapsed on set.

- ❖ TURNAROUND GUIDANCE: **a 10 hr turnaround is REQUIRED for all crew.** CAST should be provided with a 12 hr turnaround to mirror industry practices. YOU SHOULD ENDEAVOR to provide a full 12 hr turnaround for your crew as well. Please consider drivetime, nightwork, difficulty of work when setting turnaround.
- ❖ Whether your crew is lighting, shooting, scouting, or just hanging out waiting for the perfect light, this is all considered time.
- ❖ building long “breaks” into your schedule does not grant you permission to extend your shooting hours beyond 12 (i.e., no “split days”).
- ❖ every student has the right to leave and is not obligated to work beyond the elapsed 12 ½ hours.
- ❖ to report work hour concerns or any other safety issues, please call the SFTV Safety Hotline at **310-258-2686** or email sftvsafetyhotline@lmu.edu.

*The LMU 30-mile radius is used to determine driving distances for crew members. At LMU we use the [industry studio zone](#) and allow for University Hall as the center of the studio zone.

PLEASE NOTE: Any cast or crew member who believes that he/she is too tired to drive safely should notify the Director and/or the Producer. In that event, the Producer/Director will endeavor to find alternative means of transportation or provide a rest area or hotel room. No one having slept less than 5 hours in the past 24 hours can be allowed to operate a vehicle (studies show reaction times are equivalent to a drunk driver in this scenario).