



12 Hour Maximum Work Rule For Intermediate & Advanced Projects

As stated in the Production Handbook, DFM has a twelve-hour maximum work day rule.

- The workday starts at call time.
- The workday ends when all of the equipment has been loaded or stored and the cast and crew leave to go home.

A maximum of ½ hour of mealtime is the only time that is deducted from the workday. Most productions choose to break for a 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, then you still cannot go past the 12 ½ hours elapsed on set.

- TURNAROUND GUIDANCE: A 12 hour turnaround is REQUIRED for crew & cast.
- 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 other safety issues, please email the DFM safety hotline at dfmsafety@gmail.com

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).

Signature: _____ Date: _____