



Emergency Action Plan (EAP)

Production Title: Return To You

Location/Set Name Pinewood Toronto Studios

Location Address: 225 Commissioners Street, Toronto, ON M4M0A1

Dates: Aug 4 - Dec 19

This location-specific EAP must be attached to the callsheet, posted at each location, and reviewed during the safety meeting at the start of work. In the event of an evacuation, HODs for each department must account for their crew and report to the 1st AD/UPM.

Assembly Point (attach map): Outside of Gate 2

Emergency Contacts

Title	Name	Phone Number
UPM	Jessica Cheung	647.302.1993
1st AD	Christopher Bryson	310.770.1433
Production Safety	Sarah Sparks	778.997.3699
First Aid / Medic	Sam Spiering	705.690.2889
Locations	Beverly Kolbe	416.399.9717

Emergency Services

Fire	911
Police	911
Ambulance	911
Security	416.707.4323 / 416.406.1235
Emergency Access Point	Gate 2

Nearest Hospital

Name	St. Michael's
Address	38 Shuter St, Toronto, ON M5B 1A6
Phone #	1.416.360.4000

Communication Methods

Radio Channel	Announce on Channel 1
Method for Notifying Crew	Employees will be alerted by verbal announcement. Department Heads and other supervisors will communicate by two-way radio and then communicate with their employees.

Procedures

Reporting Fire and Other Emergencies

If a fire or other emergency occurs, please call 911 and contact Production and 1st AD immediately to inform them of the type and location of the emergency.

Production will then notify EMS/Fire/Rescue/Police and lead them to the location of the emergency.

Emergency Evacuation

In case of a required evacuation, all crew will leave the set immediately and proceed to the nearest assembly point location (*see assembly point above*) unless given other instructions.

Critical Operations Before Evacuation

Supervisors will pre-identify employees essential for critical operations during an evacuation. However, if immediate danger arises, these employees must prioritize their safety and evacuate immediately, without attempting to secure operations.

Performing Rescue or Medical Duties

Medical personnel may be on-site as required. Before work begins, the local emergency services may be notified and made aware of the types of operations to be conducted and potential emergency scenarios. In the event that a stunt or special effect gag is to be conducted, fire personnel and/or an ambulance may be present, as appropriate. Additional equipment, appropriate to respond to potential emergencies arising from the stunt or special effect, will be available on-site, as needed.

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Emergency Evacuation Routes:

Emergency escape routes will be identified in advance based on location design and operation. Escape routes will be communicated to employees before work begins at a new location or when such routes are changed. Employees will be directed to assemble at a large open space away from the emergency site. If not otherwise stated herein, normally, the base camp will be used if it is reasonably accessible. In the event of an emergency, employees will be alerted by means of a verbal announcement. Department Heads and other supervisors will communicate by two-way radios. They will then communicate to their employees. All employees will evacuate immediately, unless given other directions (such as to take shelter).

Post-Evacuation Accounting and Clearance Procedures:

Department heads are responsible for knowing which employees are present on-site and for accounting for all employees in their department at the designated assembly site (e.g. using call sheets). Department Heads will also be responsible for any visitors or contract employees under their direction. Department Heads shall report anyone unaccounted for to the AD DEPT (via two-way radio), emergency responders, and production management. The "All Clear" signal will only be issued by the 1st AD/UPM or an Emergency Services official after the location has been inspected and deemed safe for re-entry.

Rescue and Medical Personnel:

Medical personnel may be on-site as required. Before filming begins, the local hospital may be notified and made aware of the types of operations to be conducted and potential emergency scenarios. In the event that a stunt or special effect is to be conducted, fire personnel and/or an ambulance may be present, as appropriate. Additional equipment, appropriate to respond to potential emergencies arising from the stunt or special effect, will be available onsite, as needed.

Means of Reporting Fires or Other Emergencies:

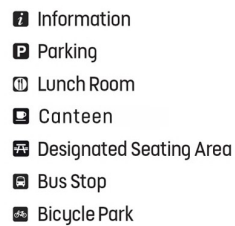
Means to report fires or other emergencies are established in advance. In the event of a fire, chemical spill or other emergency, local emergency services will be called immediately, unless fire department personnel are onsite, in which case fire department personnel will call for backup as they determine is necessary. In the event of a medical emergency, the onsite medic will be called using a two-way radio. Two-way radios are widely distributed for emergency and other purposes. Generally, the medic will determine whether emergency services should be called. Emergency services may be called immediately if circumstances warrant. The location of the local hospital and emergency contacts are listed on the call sheet and/or other documents readily available to cast, crew and other production personnel.

Procedures for assisting people during evacuations (consider disabilities and language barriers)

When developing the procedures, ensure they account for colleagues and visitors who may need extra assistance during an evacuation.

Additional Emergency Response Guidance

Visit [the Partner Help Center](#) for emergency-specific guidance documents (e.g. Lightning, Chemical Spills, Structural, Cold Weather, Avalanche, Wind, Severe Weather, Active Shooter). If you need additional guidance or have any questions, contact your Production Safety Executive.



- Stages
- Offices
- Mill Shops
- Studio Operations

