

# soundBOX:StudioGrp

## CLEANING PROCEDURES Rev.6

\*Please inform us ASAP if you are experiencing any COVID-19 symptoms.  
Cancellation fees are currently being waived for any COVID-19 related cancellations.

COVID procedures per County of Los Angeles

updated 9/28/2021 <http://>

[www.publichealth.lacounty.gov/media/coronavirus/docs/HOO/HOO\\_SaferReturnWorkCommunity.pdf](http://www.publichealth.lacounty.gov/media/coronavirus/docs/HOO/HOO_SaferReturnWorkCommunity.pdf)

Effective May 1, 2021 FULL UVC DISINFECTING HAS BEEN ADDED IN ADDITION TO HAND CLEANING AT OUR HW LOCATION: Technical information can be found here: [www.safedisinfecting.com](http://www.safedisinfecting.com)

-Sessions are limited to one talent, one engineer, and if needed, 4 other persons in studio. Remote directing is requested whenever possible.

-TWO talent may be present in the booth together contingent upon a Negative PCR test within 72 hours of the recording session.

-Bookings are limited per day to provide time between sessions to clean and disinfect using both UVC and EPA approved disinfectants.

-Masks are to be worn at all times when on location except for talent when they are recording.

-All soundBOX employees work remotely when possible. Cleaning is completed only by Tim or Michele once talent has left the property.

-All high touch surfaces are disinfected with EPA

approved disinfectants after every session.

-As much as possible, remote automation has been added to the studio.

-The booth is on a separate ventilation system from the control room.

-After a session, the booth is sealed for a minimum for 15 minutes before disinfecting.

-Talent are asked to bring all supplies and materials with them if possible. If needed, clean and disinfected headphones can be provided as well as a clean and disinfected iPad to read copy.

-Printed material has been eliminated as much as possible. If printed material is needed, it will be left on the printer for the talent to pick up upon arrival.

-Metal pop filters are used for every session, after which they are sanitized by hand and in a UVC chamber before being used.

-The studio has been marked into zones to reinforce social distancing.

-Talent are encouraged to bring their own water and tea, if needed. Single use, sanitized, water bottles will be provided. Please note, no food or snacks are being provided at this time.

-Restroom is open and available for talent during the session and is cleaned and disinfected after each session.