

## Investigate locations during pre-production

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### Overview

This Standard involves the preliminary work to investigate locations at the pre-production stage. It is about attending production meetings, visiting locations, producing information for subcontractors, and liaising with site owners.

It includes advising production colleagues of any special working practices and any permissions that may be required, as well as producing risk assessments.

This Standard is for anyone required to investigate locations during pre-production.

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**Performance criteria**

*You must be able to:*

1. contribute to pre-production meetings at appropriate times
2. produce risk assessments for all relevant equipment for each location
3. estimate and evaluate requirements for your area of responsibility against production needs
4. detail all location conditions and special requirements for productions in appropriate documents
5. check that documents completed are concise and legible
6. advise production at appropriate times of any aspect of locations that may cause problems for equipment, production crew or third parties
7. advise production of any special safety or security measures that will be required when equipment is being operated or left unattended
8. inform production and suppliers of any changes as soon as they become apparent
9. obtain specialist advice from reliable sources when required

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### Knowledge and understanding

*You need to know and understand:*

1. relevant legislation, guidance and industry best practice
2. how to interpret the production brief into technical requirements
3. how to advise on the suitability of locations
4. how to interpret and apply Health & Safety legislation and industry working practices relevant to the operation
5. the benefits of teamwork and how to communicate with others
6. your responsibilities to equipment owners, production personnel, and location owners
7. how to assess the safety and security of equipment when being operated or left unattended
8. appropriate formats for records
9. when and where to obtain specialist advice
10. how to assess access needs for heavy transport

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**Developed by** Creative Skillset

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**Originating Organisation** Creative Skillset

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**Relevant Occupations** Grips; Key Grip; Crane Operator (Film & TV); Trainee Grip; Crane Technician (Film & TV)

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**Suite** Grips and Crane Technicians

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