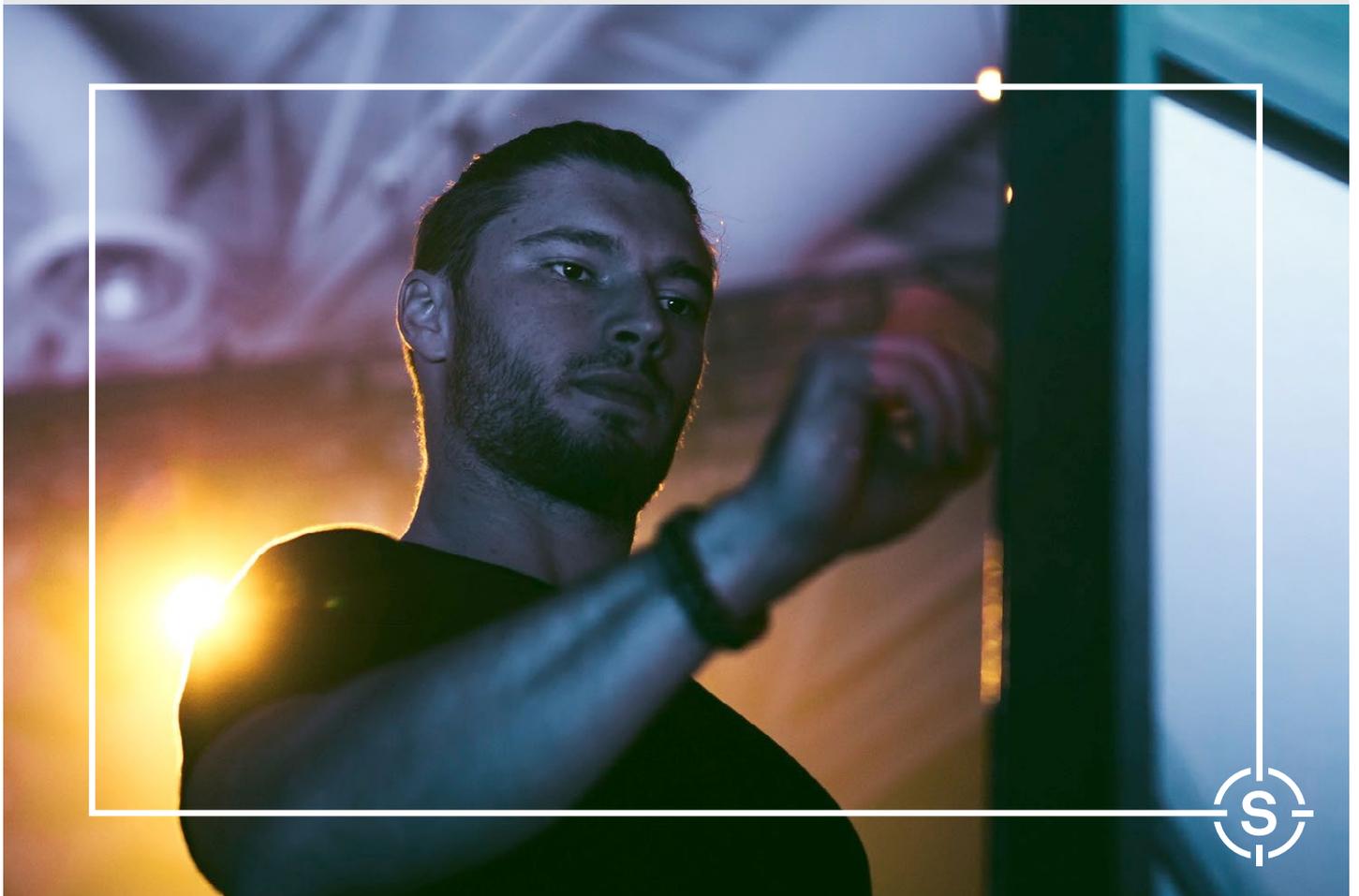




Art Department:

Set finishing

This chapter provides overarching guidance in relation to risk associated with set finishing on a production. This is a subset of the art department chapter. Set finishing includes painting and plastering, and sometimes dressing the set.





Section 5

Set Finishing

Who needs to read this?

Anyone who has a set finishing role should read and understand the overarching art department chapter and the below section on 'minimum responsibilities', they should also read other chapters that relate the work they undertake, for example the chapters on hazardous substances, working at heights or electricity.

Roles that have specific responsibilities, or influence, over set finishing tasks should read the section on 'planning and guidance considerations' – this includes producers, directors, production managers, line producers, heads of departments, assistant directors and health and safety officers.

Minimum responsibilities – set finishing

Everyone involved with set finishing:

- should be aware of what personal protective equipment (PPE) they are expected to provide themselves and what will be provided by the production company – for example disposable PPE, such as mask filters and cartridges;
- must use the required PPE;
- should inform their supervisor if they do not have the appropriate PPE;
- should attend department-specific health and safety tool box¹ meetings;
- must be aware of those working around them;
- ensure those working in close proximity are aware of irritating products being used and that they also have the appropriate PPE before commencing work with those irritating products;
- ensure chemicals used during the day are put in appropriate storage areas at the end of each day; and
- read and understand other health and safety chapters related to the work they undertake.



1. An informal group discussion that focuses on safety and opportunity to talk about and receive relevant information regarding new and existing hazards.



Section 5 Set Finishing

Specific responsibilities – set finishing

All those with specific technical responsibilities regarding set finishing should have a good understanding of:

- the Health and Safety at Work Act 2015 and associated regulations; and
- potential hazards and associated risks related to set finishing.

Toxic paints, glues or varnishes must be stored and disposed of appropriately, and enough ventilation must be available.

Person in charge

The person in charge must take responsibility for the below issues; this person could be anyone from the production company to sub-contractor, such as a props manufacturer or head of the department.

HAZARDOUS SUBSTANCES

The person in charge must read and understand the hazardous substances chapter.

SPRAY BOOTH

All spray booths should:

- have a no-smoking sign;
- only be used when wearing the appropriate PPE;
- isolate fumes; and
- have appropriate ventilation and filters

WORKING OUTDOORS

When working outdoors, the person in charge must take into consideration:

- the weather and surrounding environment, including wind, rain and salt air, as this may affect the way paints are managed; and
- how the work may impact the environment, including drainage.





Section 5 Set Finishing

Production company

The production company is to ensure workers have the appropriate disposable PPE, such as mask filters and cartridges, and may supply the required PPE to workers.

Producer

Before the production starts, the producer should:

- consult, cooperate and coordinate with the person in charge of set finishing work to determine the amount of work required and how long it will take;
- ensure the appropriate tools and material are acquired so work can be undertaken safely;
- ensure guidance in the hazardous substances chapter is followed;
- ensure the proper disposal of paint and hazardous material.

Set finishing supervisor

The set finishing supervisor, in conjunction with the construction coordinator/supervisor, should:

- follow the hazardous substances chapter ([link](#))
- manage the levels of hazardous substances;
- manage the storage of hazardous substances;
- be aware of airborne toxins;
- ensure set finishing workers use the appropriate PPE;
- consider how their work will affect other departments, for example airborne particles;
- ensure somebody is assigned responsibility for opening and locking the dangerous goods container at the start and end of each working day;
- ensure the contents of the dangerous good stores is updated at the end of every working week;
- manage the waste and removal of hazardous substances;
- ensure workers aware of the emergency and first aid procedures that are in place;
- read and understand other health and safety chapters related to the work they undertake, such as working at height, noise, electrical work and fatigue.

Health and safety advisor

The health and safety advisor, or person with health and safety responsibilities, should ensure there are:

- eye wash stations by the first aid kit near the location where work with hazardous substances is undertaken;
- spill kits; and
- hazard boards.





Section 5 Set Finishing



Risk assessment

Detailed information about how to undertake a risk assessment can be found in [appendix 2](#).

The risk assessment should set out risks to members of the production team, artists, crew, other contractors, contributors and other parties, and identify appropriate control measures.

Risks specific to set finishing

The table following outlines some risks associated with set finishing; a full risk assessment may identify more risks and should always be undertaken.

The type of control used will depend on the size of, and resources available to, the production.



Section 5 Set Finishing

HAZARD	RISK	CONTROL
Irritating products, such as paints being sprayed, or turps and meth-based products	Inhalation of toxins Overspray on crew	Must be sprayed in spray booth or on a close set or at a time when there is no-one else working in the area. Personal protective equipment for those working with or near the spray. Use studio extractor fans / portable extractor fans.
Spray booth – airborne toxic and irritating paint	Inhalation of toxins	Ensure extractor fans are on. Open doors. Ensure spray booth filters are cleaned and replaced as required. Personal protective equipment. Regular breaks in fresh air when spraying for long lengths of time. Exhaust systems in large studios.
Protective cardboard and plastic on floor	Trips and slips	Secure material to the floor. Ensure all workers are aware of the risk and situation. Regular maintenance.
Spray work on elevated work platforms	Overspray on crew below Cords for airless sprayers getting caught	Must be competent to use mobile elevated working platforms. Cordon off area below platform, to keep workers away from spray.
PVC compounds	Noxious fumes and foams that can be carcinogenic.	Use appropriate PPE.
Cables	Trips	Secure cables to the floor or pillars / wall.
Noise – if there is grinding / welding in the vicinity	Hearing loss	Hearing protection devices – to a standard suitable to the decibels.
Knives	Cuts	Ensure knives not in use are stored safely. Use knives safely.
Hot work	Burns Sparks Explosion Fumes	Use appropriate PPE. Do not perform hot work near flammable material. Inspect equipment before use. Ensure there is adequate ventilation.



VISIT [ScreenSafe.co.nz](https://www.screensafe.co.nz)

