

Written by the Technical Committee of the film and video industry's joint sector-based working group and produced by the Commission de la santé et de la sécurité du travail du Québec.



ASSOCIATION DES
PRODUCTEURS DE
FILMS ET DE
TELEVISION DU
QUÉBEC

Outsized vehicles (Non-standard vehicles)

The filming vehicle

In this guideline, a filming vehicle is any motorized out-sized vehicle specially designed to support personnel, cameras and the equipment necessary to photograph another vehicle or a moving or stopped object or person (camera car or insert car, insert bike or any other motorized platform used for filming or recording).

When production plans to use a passenger vehicle as a filming vehicle, the safety coordinator must ensure that the work being done with a hand-held camera involves no danger to the workers.

When workers and small equipment are being transported at the same time in the same compartment, a restraint device must prevent this equipment from injuring the passengers.

Permits, validation stickers and inspection

1. When the producer plans to use an outsized vehicle for filming purposes, he must obtain a special permit, in accordance with the *Vehicle Load and Size Limits Regulation*.
2. The driver must keep at all times on board the filming vehicle the special permit for driving a non-standard vehicle; his driver's permit; the registration, insurance and inspection certificates from the SAAQ; as well as a copy of this guideline.
3. A copy of each of these documents must be given to the transportation coordinator and safety coordinator, or to the producer or his representative, at least 24 hours before the arrival of the filming vehicle on the set.
4. Any vehicle that has been modified must have a new registration certificate that is accessible at all times.
5. Such a vehicle must be inspected by an agency authorized by the government (SAAQ) at least once every twelve (12) months.

Condition of the vehicle and installation of equipment

6. Filming vehicles must be inspected by the driver or by the operator at least once a day before and after they are used. Particular attention must be paid to the brakes, tires, electrical system and towing devices (in the appendix, see the *Pre-trip Inspection Report* form).
7. Filming vehicles with a major defect must never be used (section 519.47 of the Québec *Highway Safety Code*). (In the appendix, see the *Pre-trip Inspection Report* form.)
8. Equipment must always be installed by competent and experienced personnel in compliance with the safety rules, and under the supervision of the key grip and the vehicle operator. This work must be performed in a safe and appropriate location with no known danger, including zones where any types of vehicles operate or circulate. Once the installation has been completed, the key grip must inspect the vehicle in order to confirm that the equipment and its installation will not render the vehicle unsafe at the time of manoeuvres.

Transportation of people and equipment

Before rehearsals, tests and filming

9. To use a filming vehicle safely, the following factors must be considered:
 - weather conditions;
 - pavement;
 - road configuration;
 - surrounding topography;
 - aerial or lateral obstacles;
 - type of filming; and
 - minimal speed necessary to film the required sequences.

If a fast speed is necessary, particularly on a curve or slope, on an unpaved road or during a stunt, it is recommended that the speed be reduced as much as possible and that the filming vehicle never exceed 90% the permitted load (permissible gross weight).

10. The operator of the filming vehicle has complete authority to suspend operations in any situation that he considers unsafe.
11. Before any use of the filming vehicle, a safety meeting must be held in the presence of all the people working at the filming location, for each type of sequence. During this meeting, a rehearsal must be planned for the driver and highway control personnel. Each participant must be informed about the planned action, manoeuvres, route and possible alternative solutions.

If, following this meeting and before filming, changes are made to the manoeuvres or the route, the driver of the filming vehicle will cover the route again if he considers it necessary. A new meeting will be called and all the changes will be announced and validated by competent people, in agreement with the safety coordinator.

12. A copy of guideline 3.1 must be appended to production's call sheet and distributed to all personnel present on the site(s) where the filming vehicle will be used.

During rehearsals, tests and filming

13. The maximum number of passengers permitted on board the filming vehicle must never exceed eight (8), in addition to the operator, during rehearsals and tests as well as during filming. Only the people essential to filming must be on board.
14. Filming vehicles must be equipped with a sufficient number of seats approved by Transport Canada. Each seat must have a safety belt that is installed according to regulations.
15. The axial weight of an empty or loaded filming vehicle must always be safe. It is essential that the manufacturer's recommendations on the maximum axial load be followed, as well as on the position, configuration and number of seats for the passengers, and on the loading and securing of equipment. Only equipment necessary for filming must be transported.
16. To warn the people on board, two (2) horn beeps must precede any movement of the filming vehicle, once it has been installed for filming. One (1) horn beep must be sounded to indicate that the vehicle has completely stopped. The horn can be replaced by an intercom system (hands-free type).
17. When the vehicle is moving, the people who cannot remain seated for purposes of the filming must be restrained by a device anchored to the floor to avoid being ejected.
18. When the motor of the filming vehicle is running, no one shall get into or out of the vehicle without first asking permission from the operator.

Unique and unexpected situations

19. On the set, unique and unexpected situations may arise and require decisions that differ from the previous ones. Such decisions can be made, on condition that the actors' and technicians' safety is not compromised.

The filming vehicle's driver, the key grip, the stunt coordinator where required, and the safety coordinator must determine whether filming can be done in complete safety by taking into account all the factors mentioned in point 9 of this guideline.

Trailers and towed vehicles

The rules stated in this section apply to towed vehicles and trailers and semi-trailers specially designed for transporting people, equipment or other vehicles (*process trailers*).

20. Any platform and any vehicle towed by a filming vehicle must be considered as being part of the latter and, as a result, governed by the same rules.
21. When the field of vision of the driver of the filmed vehicle is reduced, a trailer or a towing device must be used for the vehicle, unless the driver is a stunt performer qualified for this type of work.
22. Only personnel essential for filming can be on the towed vehicle or the trailer. Any other person must be in the towing vehicle. Towing a vehicle or a trailer does not increase the maximum number of permitted passengers. The maximum number of passengers permitted is eight (8), in addition to the operator, on board the towing vehicle and its trailer.
23. No one must be on a tow bar when the vehicle is moving.
24. No one must be between the filming vehicle and its trailer when the vehicle's motor is running.
25. All equipment must be correctly secured and properly stowed.
26. Any trailer or any towed vehicle must be equipped with signal lights, visible from 180 degrees and connected to the towing vehicle's signal lights.
27. As soon as the camera is no longer filming, the towing vehicle and its trailer must be escorted front and back, as specified in the special permit issued by the SAAQ (Order in council 1299-91 of the ministère des Transports du Québec).

Vehicle equipped with a camera crane

Motorized vehicle with a camera crane integrated into its structure and having to support the dynamic and physical stresses of the movements of the camera crane.

28. Any vehicle equipped with a camera crane is governed by the same rules as filming vehicles.
29. To park a vehicle equipped with a camera crane on a sloped surface, the hand brake must be applied, as well as wheel chocks placed under each wheel.
30. When the vehicle and the camera crane move at the same time, the manufacturer's recommendations on the maximum operating speed must be complied with, taking into account both the speed of the vehicle and that of the camera crane.
31. If a camera crane is installed on a vehicle not designed for such equipment, the recommended anchoring methods, maximum length of the crane arm, and maximum speed must be verified with the manufacturer.

References

Vehicle Load and Size Limits Regulation (R.R.Q., c. C-24.2, r. 1.02).

Note. – The information contained in this guideline is not exhaustive and does not replace current standards, laws and regulations.

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Report

Pre-trip Inspection Report

Date: _____

Vehicule licence plate or unit no.: _____

Semitrailer licence plate or unit no.: _____

ITEMS TO BE CHECKED:

SATISFACTORY

DEFECTIVE

Service brakes

Parking brakes

Steering system

Horn

Windshield wipers and washer fluid

Mirrors

Emergency equipment

Lights and signals

Tires

Wheels

Suspension

Chassis frame

Trailer hitch

Securing devices

No defect found during inspection

Remarks (nature of defect):

Name fo driver: _____

Driver's signature _____

Maintenance crew member's signature
(bus, minibus or ambulance)

Operator's or agent's signature, if defects are found

(Duplication authorized)

Pre-trip Inspection Report, SAAQ, 2005 Edition.