



Vitruvian Sound NYC

A Brooklyn Recording Studio

In recognition of the increased sanitary needs of audio production during the COVID-19 Pandemic, the studio has implemented the following SAG-AFTRA approved procedures to ensure the health and well-being of its clientele and collaborators:

- The studio is a sole-proprietorship with all technical work being performed by the owner directly. The owner has abided by NYC social distancing guidelines by avoided public spaces whenever possible; wearing a mask in public; limiting shopping to only essential stores; limiting all non-work associated social interactions; and avoiding public transportation.
- The studio has capped attended sessions to three persons in addition to the studio operator; allowing for proper social distancing in the studio's roughly 300 sq. ft. control room.
- The two, roughly 100 sq. ft., isolation booths have an occupancy limitation of a single performer to allow for social distancing. During the few instances in which the operator must enter the booth for a technical adjustment, a mask and vinyl gloves will be worn prior to entering the booth and close proximity to the talent.
- The studio maintains a size-able stock of hand sanitizer in order to allow for consistent and frequent personal sanitation.
- The studio is located in a low-volume and low-occupancy commercial space. The only personnel associated with building management are performing cleaning duties of the common area, hallway, and bathrooms. It is strongly recommended that talent wear a mask in the common spaces of the building to further reduce the risk of cross-contamination.
- Prior to, and after, every session the studio will sanitize talent facing surfaces. Including, but not limited to, the microphone; the microphone pop-filter (metal); the talent headphones; the talent headphone mixer; the talent tablet; etc. A combination of bleach wipes, isopropyl alcohol, and/or UV cleaning devices will be used for this purpose (depending upon the particular surface in question). Additional sanitation can be requested by any client or talent in attendance during the course of the session.
- Each room of the studio is equipped with a HEPA filtration system to remove contaminants from the air. The control room filter is run for 4-hours overnight & 2-hours during studio change-overs. The isolation booth filters are run for between 30-60 minutes prior to occupation by talent.
- A minimum of a 2-hour period is reserved between sessions on the same day in order to properly sanitize the studio.
- The studio will, where possible, rotate the use of its isolation booths and client facing equipment to further reduce the risk of contamination between talent members/clientele.
- The studio will make best efforts to limit talent/client attended sessions to a single group per day to avoid cross-contamination of social networks.
- It is strongly encouraged that the client/talent bring their own disposable utensils and drinking containers to the session. In the event of usage of the studio's utensils, drinking containers, etc. the client/talent will be asked to select their own before sanitation, labelling, and use.
- The studio will recommend that talent and clientele receive an updated COVID-19 at least 48 hours prior to their session. The studio will also screen talent and clientele prior to their entry with a non-contact thermometer to check for fever.
- The studio owner, and sole employee, will receive a COVID-19 test on a regular basis of between 7 and 14 days.
- The studio recommends that clients and talent avoid public transportation to the studio when possible, prioritizing private transportation (personal vehicles, bikes/scooters, Uber, walking, etc.).
- The studio will advise and recommend staggered entrance times for talent and clients that are entering without contact prior to their arrival at the studio.
- The studio has posted these procedures and recommendations at multiple points within its location and will make every effort to answer questions that arise.

Stephen Kurpis – Founder, Owner, and Operator

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