

Intimacy Coordination

Closed Set Protocols

All closed set protocols should be communicated to actors before the day of filming and stated again in the safety meeting prior to the intimate scene. The closed set procedures are as follows:

- There is only one monitor (two if DOP needs own monitor) up, and it is not recording. All other monitors are turned off.
- The monitor is covered by a tent or with flags, and no one is close enough to see.
- A list of who will be at the monitor will be communicated to the actors before the scene.
- If there is nudity or simulated sex, a SAFETY MEETING is had prior to rehearsal.
- After rehearsal and before filming the 1AD to call out a closed set:
 - To remind all of the vulnerabilities of this shoot, i.e. nudity, sexual content, emotional content, etc.
 - To also share with the crew the halt to the action agreed by the director and performers, giving them autonomy to call cut, be it 'Time Out' or 'Pineapple' etc.
 - To remind all to use appropriate language, that does not objectify, titivate or infantilize.
- If there is nudity, a member of the costumes department will be assigned on robe detail to each actor needing the robe.
- 1st AD calls for nudity when the shot begins or ends with nudity
 - "pictures up", "sound speeds", "marker," "pulling robes", "action"
 - "cut", "covering up", "covered" no one but costumes enters space until "covered"

Who's necessary to the moment?

- Director
- DP
- Intimacy Coordinator
- Script Supervisor
- A Camera/Focus puller
- B Camera/Focus puller
- On set costumers off frame with robes
- Additional personnel for specific scenes to be specified and confirmed with actors beforehand. (i.e. costumes, stunts, VFX, make-up, etc)

In general: We don't need more than one person from each department unless otherwise specified. Every situation is different, every set is different. The main tenants are transparency, consent, and communication. If something changes, we check in with the actors.

