

## 2026 | Spring Edition



### Welcome to the Spring Edition of the Contract Services' Newsletter!

In this issue, we highlight Safety Bulletin reminders for the warmer months, share updates on our training programs, and introduce several enhancements to the Industry Hub and Portal. We also share news about outreach efforts and resources to help you stay informed.

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## Safety Bulletin Reminders

<p>INDUSTRY WIDE LABOR-MANAGEMENT SAFETY COMMITTEE</p> <p><b>SAFETY BULLETIN #35</b></p> <p><b>SAFETY CONSIDERATIONS FOR THE PREVENTION OF OUTDOOR HEAT ILLNESS</b></p> <p>This bulletin addresses safety considerations when exposed to heat outdoors. Safeguards should be taken to prevent heat illness.</p> <p>All efforts to prevent heat illness shall conform to all applicable laws, rules, and regulations, such as Title 8, Section 3395 of the California Code of Regulations (CCR). Moreover, in compliance with Section 3395 of the CCR, every employer/production in California shall have a Heat Illness Prevention Plan, provide site-specific training to all employees and supervisors, and implement emergency response procedures when necessary. Be sure to follow all applicable laws, rules, and regulations in the jurisdiction where the production takes place.</p> <p><b>INTRODUCTION</b></p> <p><b>Heat Illness can be fatal.</b> Because of the health risks, the symptoms of heat-related illness must be recognized. Excess heat buildup in the body can arise through physical exertion, as well as from hot and humid weather. This can place abnormal stress on the body that can result in one or more serious medical conditions, resulting from the body's inability to cope with a particular heat load.</p> <p><b>WHAT IS HEAT ILLNESS?</b> The following are the commonly found forms of heat illness:</p> <p><b>Heat Cramps</b> affect people who sweat excessively during strenuous work activities. The sweating depletes the body's salt and fluids. The low salt level in the muscles can cause painful cramps.</p> <p><b>Heat Syncope (Fainting)</b> is caused by a lack of adequate blood supply to the brain, usually as the result of dehydration and lack of acclimatization to work in warm/humid weather.</p> <p><b>Heat Exhaustion</b> is caused by a loss of fluids from sweating and/or a lack of drinking proper fluids. Symptoms include but are not limited to sweating, cool or clammy skin, weakness, fatigue, nausea, vomiting, dizziness, headache, fast or weak pulse, and/or fast or slow breathing.</p> <p><b>Heat Stroke</b> is a life-threatening emergency that occurs when the body overheats to a point where its temperature control system shuts down and heat builds up internally.</p> <p>The signs of impending heat stroke are altered behavior, convulsions, unconsciousness, and usually, lack of sweating. <b>Should these symptoms occur, seek medical assistance immediately.</b></p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p>General Awareness</p> </div> <div style="text-align: center;">  <p>Supervisor Responsibilities</p> </div> </div> <p>Revised: August 03, 2023 <span style="float: right;">Page 1 of 6</span>  <small>SAFETY BULLETINS ARE RECOMMENDED GUIDELINES ONLY. CONSULT ALL APPLICABLE LAWS AND REGULATIONS. SAFETY BULLETINS MAY BE VIEWED OR DOWNLOADED FROM THE WEBSITE WWW.CSATF.ORG</small></p>	<p>INDUSTRY WIDE LABOR-MANAGEMENT SAFETY COMMITTEE</p> <p><b>SAFETY BULLETIN #38</b></p> <p><b>GUIDELINES FOR INCLEMENT OR SEVERE WEATHER</b></p> <p>This bulletin identifies the safety considerations that should be addressed when working outdoors in areas where there is a potential for thunderstorms, flash flooding, extreme winds, large hail, tornadoes, and hurricanes.</p> <p><b>NOTE: PLEASE SEE ADDENDUM "A" FOR LIGHTNING SAFETY</b></p> <p><b>PRE-PLANNING</b></p> <p><b>Pre-planning can reduce many of the potential dangers posed by inclement weather.</b> The Location Manager, their department representative, or production should develop an "action plan" when preparing to use locations that may present an inclement or severe weather hazard.</p> <ul style="list-style-type: none"> <li>• The <b>action plan</b> should designate a person who is responsible for monitoring potential inclement weather by commercial weather services, television and radio station newscasts, National Oceanic and Atmospheric Administration (NOAA) weather radio, smartphone applications, or other available means. Production should have a reliable means of receiving weather forecasts, watches, advisories, and warnings such as NOAA weather radio or app.</li> </ul> <p>The <b>action plan</b> should include a method for communication with cast and crew members in the event of inclement or severe weather. Cast and crew members must follow all instructions given. The communication methods should reflect the conditions and circumstances at the scene. Other elements to include should be site-specific procedures which include methods and routes of evacuation, meeting areas, a means of establishing a head count for cast and crew members, and procedures for equipment shut-down, stowage, and/or removal when necessary.</p> <p>If there is the possibility of inclement or severe weather, a "safety meeting" shall be held to review and communicate the elements of the <b>action plan</b>.</p> <p>Safety meeting topics may include, but are not limited to:</p> <ul style="list-style-type: none"> <li>• The weather forecast for the entire production day.</li> <li>• Designated persons responsible for monitoring potential inclement weather.</li> <li>• Communication Plan.</li> <li>• Possible risks associated with the potential inclement weather.</li> <li>• Location of designated shelters.</li> <li>• Emergency procedures.</li> <li>• When and how to strike equipment and sets, if required.</li> <li>• Resumption of activities after the inclement weather threat is over.</li> </ul> <p>Revised: December 19, 2023 <span style="float: right;">Page 1 of 6</span>  <small>SAFETY BULLETINS ARE RECOMMENDED GUIDELINES ONLY. 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As warmer weather approaches, it's important to refresh your awareness of seasonal safety concerns. Be sure to review these relevant Safety Bulletins and Awareness Sheets:

### ***Preventing Heat Illness***

Rising temperatures can increase the risk of heat-related illness, both indoors and outdoors. These resources outline preventative measures, warning signs, and best practices:

- [Safety Bulletin #35 – Safety Considerations for the Prevention of Outdoor Heat Illness](#)
- [Safety & Health Awareness Sheet – Indoor Heat Illness Prevention: California](#)

### ***Inclement Weather & Lightning***

Sudden changes in weather can pose serious hazards. Review these guidelines to stay prepared during storms or severe conditions:

- [Safety Bulletin #38 – Guidelines For Inclement Or Severe Weather](#)
- [Safety Bulletin #38A — "Addendum A" — Lightning Safety](#)

### ***Stay Protected During Fire Season***

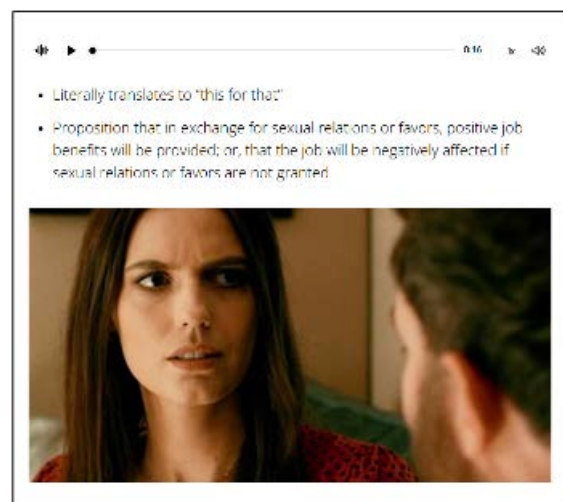
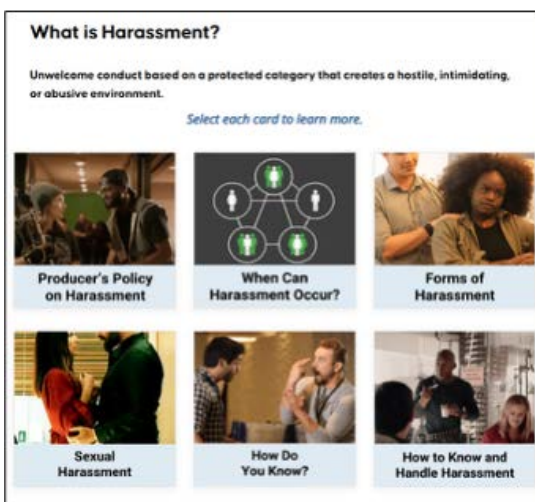
Wildfires and smoke exposure are an increasing concern during warmer months. This resource provides guidance on risk reduction and protection:

- [Safety & Health Awareness Sheet – Protection from Wildfire Smoke](#)

All Safety Bulletins can be found on our [website](#) and are linked above. You can also access the Safety Bulletins anytime (even when you're offline) using the CS Access mobile app. To download the app or learn more, click [here](#).

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## **Updated Harassment Prevention 2 (HP2) Course**



Contract Services' **harassment prevention training courses** are required for a large number of Industry Professionals working under industry collective bargaining agreements (including the IATSE Basic Agreement and West Coast Studio Local Agreements, and others). This training is required every two years in California and annually in New York.

We offer a two-hour version of the course (HP2), which is intended for supervisors, and a one-hour version (HP1) that's intended for Industry Professionals working in non-

supervisory roles.

Since their initial launch ten years ago, we've updated these courses periodically to keep pace with the changing legal requirements and enhance the learning experience. In early May, we rolled out an updated version of the HP2 course that includes some significant changes and improvements, including:

- A modernized look and feel
- Flexible learning options, allowing users to read, listen or both
- Compliance with digital accessibility standards
- An optimized mobile experience

Many of these changes are possible because of the new learning management system we began using in March. Keep an eye out for similar enhancements to our other online training courses in the coming months.

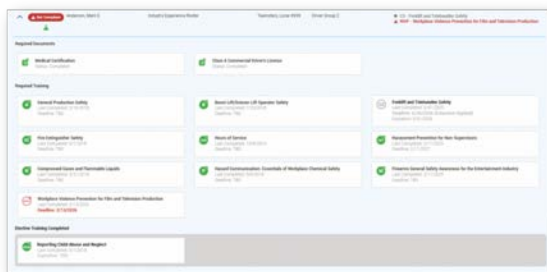
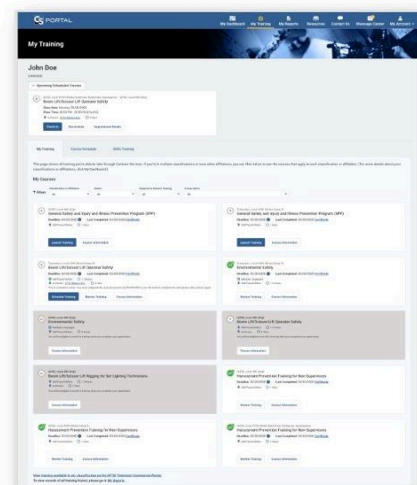
If you're an Industry Professional working in a job classification that takes training through Contract Services, visit [thehub.org](http://thehub.org) and log into your Portal to see which HP course is required for you. Remember, this course must be retaken periodically, so keep an eye on your upcoming deadline. For more information, visit <https://www.csatf.org/training/other/harassment-prevention/>.

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## Improved Industry Hub and Portal Experience

You may have noticed a new look and feel when visiting the **Industry Hub and Portal** recently. In March, we performed a major upgrade designed to make our online services more intuitive and user-friendly, with a focus on helping Industry Professionals easily complete their online training.

In the Portal, we added a new **Training tab** that highlights upcoming, scheduled and missed courses (plus elective training options when applicable). Additionally, Industry Professionals now receive clearer notifications about their upcoming course enrollments.



We've also made it easier for Producers to search roster and training records on the Hub. Search results now make it easier to see outstanding training requirements, elective training, and whether a training extension has been applied.

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## New Special Effects Training Modules



We recently added 10 new modules to the **Special Effects Training Series**. This training was developed in partnership with the Special Effects Qualifications Committee to support industry best practices and skill development.

The new modules cover a range of commonly used effects, including rain, snow, smoke and small-scale fires. Each module takes approximately 15 to 30 minutes to complete.

The Special Effects Training Series is an elective skills training course available to Industry Professionals in the Local 44 Propmaker, Prop Shop, and Special Effects classifications. If you're in one of those classifications, you can access the training by logging into your Portal account ([thehub.org](http://thehub.org)), click "View Details" and then click "Launch Training".

For any questions, contact us at 818.565.0550 ext. 1100.

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## **(Re)Introducing the Roster and Eligibility Department**

Administering the Industry Experience Roster (the "IER") has been one of Contract Services' core responsibilities since we were founded in 1965. This is primarily handled by a department of roster specialists who process roster applications and help Industry Professionals navigate complex rules outlined in the collective bargaining agreements.

Over the years, the department's responsibilities have expanded to include processing other types of applications, too, including applications to be placed on the Local 884 Teachers Availability List, the Safety Advisor Training Program, and most recently, the Teamsters Local 817 Locations Preferences Lists. Our roster specialists also process "training access applications" for thousands of Industry Professionals who have Contract Services training requirements but are working in "non-roster" job classifications. In other words, the department is responsible for all sorts of eligibility determinations, not just the Industry Experience Roster.

In recognition of its broad scope of responsibilities, we've recently renamed the Roster Department to **Roster Administration and Eligibility**. Not only does this title better reflect the work they do, but we also think it helps avoid the confusion of sending Industry Professionals in "non-roster" classifications to the "Roster Department."

The department continues to be led by **Rob Davis**, who joined Contract Services in 2012. Rob brings more than 35 years of experience in the motion picture industry, including as a Secretary Treasurer and Business Manager for Local 724, and, before that, working on production as a Laborer. As Director of Roster Administration and Eligibility, he leads a team of 22 skilled and dedicated roster specialists serving Industry Professionals and partners every day.

Additional information about roster and eligibility services is available at [csatf.org/rosters-lists](http://csatf.org/rosters-lists). For assistance with an application, the department is available at [roster@csatf.org](mailto:roster@csatf.org) or 818.565.0550 ext.1100.

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## Contract Services on the Road

This summer, Contract Services will be joining industry exhibitors at **Cine Gear Expo** in Los Angeles on June 5 and 6. Now celebrating its 30th anniversary, Cine Gear Expo LA continues to be one of the key industry events of the year for production professionals.

If you're there, please stop by our booth to say hi! Our staff will be available to talk rosters, training requirements, Safety Bulletins, and more!



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## Keeping Up with Your Training



Industry Professionals are reminded to remain current with all required training. Training status, upcoming deadlines, and course registration are available through the Portal at any time.

To review your training requirements, visit the **Industry Hub ([thehub.org](http://thehub.org))** and log into your Portal. From the Dashboard, select "**View Details**" under your classification for additional information.

If you need help navigating the Portal or enrolling in your training, give us a call at 818.565.0550 ext.1100 or email us at [cs@csatf.org](mailto:cs@csatf.org)! You're also welcome to stop by and use our Computer Lab if you don't have a computer or need help using one.

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## Let's Stay Connected!

Don't miss the latest updates, safety resources, and behind-the-scenes highlights from Contract Services!

Follow us on social media for news you can use, reminders about training, and stories from across the industry.

Follow us at: [Facebook](#) | [Instagram](#) | [LinkedIn](#)

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[About Us](#)

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