

# City and County of Honolulu Modified Quarantine Program for the Film & Television Industry (Updated: January 15, 2021)

## Information and Process

All production personnel (cast and crew) must follow the protocols outlined below to participate in the Modified Quarantine Program:

1. Production submits 2 documents – the **Modified Application Request** form and the **Modified Quarantine Traveler Attestation** form for approval to the film office. Forms can be found and submissions made the [Modified Quarantine portal](#).
  2. Take the first of two Covid-19 PCR tests\*, a **pre-flight test** two (2) to three (3) days prior to departure and self-isolate until the departure date. Production must be the one to update the application request, confirming a negative test result, prior to traveling to Honolulu.
  3. After receiving confirmation from production of a negative pre-flight PCR test result, the film office sends Production an **Exemption Letter**, specific to the traveler, that includes their unique traveler number. The Traveler must print out a hard copy of the Exemption Letter to show to airport screeners. Showing the letter on a tablet or phone is not recommended.
  4. Production must make sure the traveler enters the basic trip information in the State of Hawaii's Safe Travels platform (they should NOT upload any documents or enter any exemption numbers). The traveler also completes the Health questionnaire no sooner than 24-hours before their departure.
  5. Upon arrival, the Traveler should proceed to the exemption line and show the **Exemption Letter** to airport screeners. The state's online system will send a follow-up QR code to the traveler's phone AFTER airport screeners have updated their status. Travelers then go directly to their place of residence (hotel, home, etc). The traveler is now in **Modified Quarantine Status (MQS)** which allows them to go only between their place of residence and the job site until a second negative test is achieved. While on MQS the traveler must wear a Modified Quarantine badge to help identify their status to fellow crew members.
  6. No sooner than seven (7) days after the pre-flight test, the Traveler may take a **second Covid-19 test**. Once a negative result is achieved, production updates the Application form with the second test result. The second negative allows the Traveler to exit the program with the status of **Completed the Modified Quarantine Program**.
- \* PCR tests must meet State testing standards. They must be PCR Nucleic Acid Amplification Test (NAAT) from a certified lab. In the USA a Clinical Laboratory Improvement Amendment (CLIA) is required, and its international equivalent for international travelers.

### SAMPLE TIMELINE:

Friday: pre-flight test taken, negative result confirmed, (traveler isolates until flight)  
Sunday: fly to Oahu – enter Modified Quarantine Status (work and home movement only)  
Mon – Thurs: on Modified Quarantine Status  
Thursday: 2<sup>nd</sup> test taken (7<sup>th</sup> day) – exits program when a negative test result is confirmed  
Thurs or Fri: Completed program, follow general guidance

## Modified Quarantine Application - Information and Guidance

The traveler must be on official business as an employee of a valid production company. The application for the traveler must be made by the production company and can be submitted in advance of a pre-flight COVID-19 PCR test being taken.

The production company must provide the information requested for each traveler in the MODIFIED QUARANTINE APPLICATION FORM (one form per traveler) and submit the request to the Honolulu Film Office. An application from an individual traveler requesting Modified Quarantine will not be accepted.

Application forms must be submitted to the Honolulu Film Office to process travelers flying to Honolulu International Airport. A copy of the form and the online processing platform to upload the requests can be found here: [Modified Quarantine portal](#).

In addition, the traveler must complete the MODIFIED QUARANTINE TRAVELER ATTESTATION document to receive an exemption. The document can be downloaded from the online platform by Production for the Traveler. The Traveler must complete the form, then return it to production to complete the submission.

All communications, forms and submissions in the Modified Quarantine Platform should be done by production on behalf of the Traveler. The Traveler must do the Safe Travels individual traveler trip registration and health questionnaire. Please be aware, the online platform does not allow for multiple people to access a request. The Application request and its required updates must be done by the same person.

### *Tips for filling out the forms:*

*Include the traveler's name, project name, departure date and type of form in the file name.*

*For Example:*

<i>Application form(App):</i>	Godfather_MarlonBrando_30Jun20_App.pdf
<i>Traveler Attestation (Attest):</i>	Godfather_MarlonBrando_30Jun20_Att.pdf
<i>First Covid-19 test (1C19):</i>	Godfather_MarlonBrando_30Jun20_1C19.pdf
<i>Second Covid-19 test (2C19):</i>	Godfather_MarlonBrando_30Jun20_2C19.pdf

The film office will review the submission(s) and if there are any questions will contact the production company. Please allow **a minimum of 1 business day** for the film office to review and process the initial request, and provide a Unique Traveler Number. After the traveler's pre-flight test results are uploaded, the film office will generate an Exemption Letter, upload it to the portal and email a notification with the exemption letter to the production company.

**THE EXEMPTION DOCUMENT IS VERY IMPORTANT.** The Traveler must show the exemption document upon arrival. Without the Exemption letter, the Traveler will be subject to the standard 10-day quarantine order.

**ALSO REQUIRED**, the TRAVELER must enter their trip information in the Safe Travels Hawaii platform (DO NOT upload any documents or test information); and complete a Health questionnaire online no more than 24 hours prior to departure. Safe Travels Hawaii link: <https://travel.hawaii.gov/#/>

Production must update the traveler's Application, confirming the traveler has received a negative result on their pre-flight PCR COVID-19 test, by amending the original 1-page Application form. The application should be resubmitted (uploaded) via the online platform.

Production should remind the Traveler to carry a hard copy of the Exemption Letter to show to airport personnel upon arrival. The Traveler should proceed to the exemption line. Once screeners have checked the Traveler in, their Safe Travel status will be updated with a QR code confirming they are exempt.

Once the Traveler has cleared the airport, they are on Modified Quarantine Status (MQS) until a second negative test result is achieved.

While on Modified Quarantine Status, the traveler may not mix with the general public and should minimize mixing with the local crew to the greatest extent possible. A badge must be worn by the traveler to while they are on Modified Quarantine Status (and not on camera).

The second COVID-19 PCR test can be taken no sooner than seven (7) days after the date of the pre-flight test. Production must update the application form, attesting to the second negative test result. With the second negative PCR test the traveler will complete their Modified Quarantine requirements and be able to exit the program. The film office will send documentation to production, confirming that the traveler has completed Modified Quarantine.

Once the traveler completes and exits the Modified Quarantine program they must comply with the same guidance as the general public or the production company's directives, whichever is stricter.

Inter-island travel is allowed after the second negative test and per the requirements of the county to which they are traveling. A pre-flight test is not required to fly from the Counties of Kauai, Maui or Hawaii Island to the City and County of Honolulu (as of January 15, 2021, check for the latest updates).

The Modified Quarantine Program will be active until a process is developed that can integrate the needs of domestic and international production travel into the Safe Travels Hawaii program. Please check with the film office if you have any questions regarding the current status of the program.

If the Traveler becomes ill at any time:

- The traveler should notify their employer (the production company) immediately
- The traveler should self-isolate asap, follow the guidance of their employer and/or seek medical attention as may be necessary
- The production company must notify the film office asap.

If you have any questions about the Modified Quarantine program or how to complete any of the forms or documents, please do not hesitate to contact Walea Constantinou at the Honolulu Film Office at [info@filmhonolulu.com](mailto:info@filmhonolulu.com) or +1-808-768-6100.