

STUNT COORDINATOR SAFETY & RISK MITIGATION CHECKLIST

Action P.A.C. Stunts / A.P.E.X. Film Ranch • Practical One-Page Field Guide

1. PRE-PRODUCTION / PRE-JOB

- Obtain & review full script / relevant pages + prior risk assessments
- Confirm Producer's insurance certificates (GL, Workers' Comp, stunt endorsements)
- Request Additional Insured status for yourself / company
- Verify SAG-AFTRA contract or clear written deal memo with hold-harmless
- Identify all hazardous elements (falls, fights, vehicles, fire, weapons, wire, animals, water)
- Prepare written stunt risk assessment & safety plan; share with 1st AD & Producer
- Confirm qualified personnel are contracted and insured
- Inspect equipment, vehicles & locations; document inspections
- Confirm medical support plan (first aid/EMT, hospital, transport, comms)
- Establish clear chain of command and stop-work authority

2. DAILY ON-SET PROTOCOLS

- Conduct safety briefing at start of day / before major sequences; document attendance
- Walk set/location with 1st AD and key department heads
- Ensure performers can inspect equipment and consult with coordinator
- Confirm non-stunt performers have given informed consent (may request double)
- Verify qualified first-aid person is present and equipped for hazardous work
- Confirm all safety equipment (pads, bags, harnesses, fire suppression) is ready
- Maintain clear communication so no one is in unexpected danger zones

3. DURING STUNT EXECUTION

- Rehearse at reduced intensity or with progressive builds when appropriate
- Confirm final camera/crew/equipment positions are safe before "Action"
- Maintain visual and verbal control of the set during the take
- Immediately stop work if conditions change or safety concern is raised
- Limit number of takes on high-risk actions when fatigue or risk increases
- Restrict immediate action area to essential personnel only

4. DOCUMENTATION & RECORD-KEEPING

- Keep daily log of stunts, personnel, equipment used, incidents & near-misses
- Photograph or video key safety setups when useful for records
- Note any deviations from plan and the reasons
- File incident reports promptly; notify Producer and SAG-AFTRA when required
- Retain copies of insurance certificates, risk assessments, and deal memos

5. POST-JOB / ONGOING PRACTICES

- Conduct brief post-stunt debrief after significant action
- Update personal/company insurance as work types evolve
- Maintain current credentials and SAG-AFTRA Coordinator Database status
- Review and refine standard operating procedures after major jobs

KEY PRINCIPLE: The SAG-AFTRA hold-harmless is valuable contractual protection, but courts, insurers, and producers ultimately evaluate whether industry-standard safety practices were followed and documented. This checklist creates that operational discipline and paper trail.

Action P.A.C. Stunts, L.L.C. • A.P.E.X. Film Ranch • For field use by stunt coordinators • August 2026