**Editorial Specification form**

**1. KEY INFORMATION**

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| --- | --- |
| **Project Working Title** |  |
| **Number and duration of episodes?** |  |
| **TARGET TX QUARTER** |  |

**2. EDITORIAL BRIEFS**

|  |  |
| --- | --- |
| **Editorial Synopsis** |  |
| **Style bible.** **(script brief/directorial brief/format)** |  |
| **Casting Brief, including information on potential diverse and BAME cast that could be included in the Programme** |  |
| **Digital editorial strategy** **(Please outline press, digital and social media opportunities)** |  |

**3. PRODUCTION BRIEF**

|  |  |
| --- | --- |
| **Location(s) of filming.** If studio or Live etc. Put address, if filming on location put main countries & main areas of country. i.e Germany in Munich & Cologne. |  |
| **Any Use of CCTV?** |  |
| **Title Sequence**Detail here any intended animation or graphic to be designed for title seq. & specify in house or external. |  |
| **CGI and visual special effects**(if applicable) & specify if in house or external. |  |
| **Footage/Stills/UGC Archive usage** |  |
| **MUSIC.** |

|  |  |
| --- | --- |
| Library |  |
| Composed |  |

More than one box can be ticked.  |
| **Subtitling or dubbing.**(please state here if the production will have any, and an approximation of how much) |  |
| **Bespoke/localised versions?** |  |
| **Other production/technical requirements.** |  |
| **Post Production outline** detail here how the edit schedule will be structured/ number of edits/ weeks etc |  |
| **Network Sign off** Outline number of viewings and any special requirements. |  |

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| **Pre-Production** e.g.. Casting/ Research/ Set Build/ recce/ Camera Tests/ Location Scouting/Scripting Etc. Etc.  |  |
| **Estimated total of days/weeks filming per episode.** |  |

**4. LEGAL & COMPLIANCE**

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| --- | --- |
| **Brief description of potential legal or compliance considerations and how Producer proposes to address** e.g. contempt of court, privacy, filming with minors and other vulnerable contributors, filming of medical treatment, filming or footage of unlawful activities, any secret or hidden camera  |  |
| **Legal & Compliance Review Plan** | Please confirm your legal and compliance review plan and if known at this stage, provide the name(s) of the legal and compliance experts you propose to engage  |
| **Key Agreements** All key agreements will be subject to WBD’s approval prior to execution | Please list key agreements essential to the editorial requirements- eg talent, access, location |
| **Commercial Branding & References**Please tick here if any prop placement, product placement etc. will be featured or potentially featured in production. Any potential inclusion requires WBDs pre-approval. |

|  |  |  |
| --- | --- | --- |
| Yes |  |  |
| No |  |  |
|  |  |  |
| If Yes: Please give brief details below: |

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| **Data Protection** - Please confirm that Producer has Data Protection policies in place to meet Producer’s data protection legal requirements  |  |

**5. HEALTH & SAFETY**

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| --- | --- |
| **Health and safety considerations*** Please list and briefly describe here any significant H&S considerations across the production. Examples such as: Stunts, dangerous environment or locations, aerial filming, aquatic filming, dangerous animals, special effects, covid
 |  |
| **Confirm 3rd Party Risk Assessor** e.g. First Option, Remote Trauma. |  |