



## **Code of practice for filming and photography in public spaces within Basel-Stadt Canton**

*The following information is based on the provisions of the Act on the Use of Public Spaces (NöRG), the Ordinance to the Act on the Use of Public Spaces (NöRV), the Implementing Provisions for the Ordinance to the Act on the Use of Public Spaces (A-NöRV) and other legislation of relevance to the issues concerned that applies in relation to the use of public spaces.*

### **Situation**

Currently, no filming permit is required in order to film in public spaces. Filming activities, however, often require the use of access permits, the switching off public lighting, or authorization to close roads or pavements. Such activities involve multiple cantonal administrative offices.

In order to facilitate a multi-agency, coordinated approach in this area, a decision has therefore been made to implement a new overall administrative procedure for filming activities. This will coordinate the handling of preliminary enquiries and the associated partial authorizations and conditions. It will also ensure that the information is transmitted to the relevant bodies.

### **Scope**

The administrative procedure covers all professional filming and photography activities in public spaces. If the filming will take place on private premises but the equipment has to be stored in a public area, reference should be made to this in the application.

### **Definition**

The times outlined below in relation to filming dates refer to the overall period of activity rather than the specific days on which filming takes place.

### **No requirement for a permit**

No permit is required for activities involving minimal, portable equipment (such as a camera, tripod, hand-held reflector, spotlight or drone\*) that is not used for an extended period in a particular location or that is used for topical media reporting activities that cannot be planned or for filming that does not affect the public realm and/or restrict the straightforward use of public spaces.

\* = For the use of drones, operators will themselves need to make a separate application for a permit from the Federal Office of Civil Aviation (FOCA); see the relevant FOCA guidelines ([link to FOCA website](#)).

### **Notification requirements**

For filming or photography activities lasting up to half a day (12 hours) that take place in areas such as pavements or squares and that do not involve restrictions on motorized or stationary traffic, a notification must be submitted no later than 14 days before the start of filming ([link to the application form](#)). (Result = Acknowledgement of notification).

### **Simplified authorization procedure**

For filming or photography activities lasting up to 4 days without interruption, with or without the closure of roads and pavements, an application must be submitted no later than six weeks before the start of filming. This must include a detailed filming schedule (placement of props, disruptions to traffic including precise timings, switching off public lighting, and detailed description of film scenes). ([Link to the application form](#)) (Result = Authorization).

### **Standard application procedure**

For filming or photography activities involving one or more periods of more than 4 days, a standard application must be submitted no later than three months prior to the start of filming. This

must include an outline of the activities and plans involved. Depending on the external impacts, it may be necessary to publish this officially. ([Link to the application form](#)). (Result = Authorization).

### **Drones / multicopters**

The use of drones (multicopters and model aircraft with camera) is guided by the DETEC Ordinance on Special Category Aircraft (OSCA), FOCA regulations, and the Regulation on the Operation of Model Aircraft above Public Spaces. Photography and filming of any kind may only take place in compliance with the law. Particular attention should therefore be paid to the applicable provisions on data protection and privacy. ([Link to the FOCA website](#))

### **Use of fake weapons / scenes of violence / stunts**

Film scenes that involve the use of fake weapons or violence may cause concern to the general public and lead to misunderstandings on the part of emergency responders. Such instances must in all cases be detailed on the application form and/or notification form or outlined in a separate brief description. The cost of any police interventions resulting from a false alarm, whether caused intentionally or through gross negligence, will be billed to the party at fault.

### **Significant changes to an application**

Significant changes to an application will trigger a new consultation process. They will therefore be treated as new applications, and a new charge will be made for the associated authorization fees (but not for the usage fees).

### **Access permits within the city-centre traffic-free zone**

The loading and unloading of goods in the “city-centre traffic-free zone” is permitted between 5 am and 11 am from Monday to Saturday. For access outside these times, an access permit must be requested from the Traffic Safety / Temporary Traffic Measures Unit of the Cantonal Police (Dienst für Verkehrssicherheit, Temporäre Verkehrsmassnahmen, Clarastrasse 38, 4005 Basel), [kapo.veranstaltungen@jsd.bs.ch](mailto:kapo.veranstaltungen@jsd.bs.ch). Notwithstanding any access permits granted for the city centre, vehicles may not be parked inside the pedestrian zone unless they are classed as on-site work equipment (“Arbeitsgeräte vor Ort”).

### **Parking**

Official parking facilities in Basel-Stadt Canton are provided for the use of the entire population equally. Reservation of a particular parking space for the placement of a party’s equipment vehicles is not permissible. If it is necessary to reserve a parking space – on a temporary and paid-for basis – for loading or unloading purposes (such as the transportation of equipment) or for the placement of props, etc., this must be detailed by the applicant on the application form. Similarly, the application must include details of the size of the area required for installing any equipment that is absolutely necessary on site (whether vehicle-based or mobile).

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### **Contact**

Civil Engineering Office – Public Space Administration  
Dufourstrasse 40/50, 4001 Basel  
Telephone: +41 61 267 93 57  
Website: [www.bs.ch/bvd/tiefbauamt](http://www.bs.ch/bvd/tiefbauamt)  
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**Contacts:**

**Public Land Administration**

Greater Basel:	Thomas Bätcher	Tel.: 061 267 93 66	<a href="mailto:thomas.baetscher@bs.ch">thomas.baetscher@bs.ch</a>
Central Basel:	Michaela Panazzolo	Tel.: 061 267 93 55	<a href="mailto:michaela.panazzolo@bs.ch">michaela.panazzolo@bs.ch</a>
General office:		Tel.: 061 267 93 57	<a href="mailto:bvdav@bs.ch">bvdav@bs.ch</a>

**Public lighting:**

IWB (utilities office)	Ramón Tato	Tel.: 061 275 54 91	<a href="mailto:ramon.tato@iwb.ch">ramon.tato@iwb.ch</a>
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**Cantonal police:**

Department of Temporary Transport Measures [kapo.veranstaltungen@jsd.bs.ch](mailto:kapo.veranstaltungen@jsd.bs.ch)