

CES xxx

Compulsory Ethiopian Standard

First edition
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Men and women hair salon hygiene and environmental health requirements



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Foreword

This Ethiopian Standard has been prepared under the direction of Technical Committee for hygiene, sanitation and health related services (TC 205) and published by the Ethiopian Standards Agency (ESA).

The standard CES xxx:20xx *first edition, Men and women hair salon hygiene and environmental health requirements*, published by Ethiopian standards agency (ESA).

Draft of the standards has been presented by ministry of health and Addis Ababa City Government Food, Medicine and Health Care Administration and Control Authority.

Acknowledgment has been made for the organization for the effort of national standardization.

DRAFT STANDARD

Men and women hair salon hygiene and environmental health requirements

1. Scope

This Ethiopian standard specifies the hygiene and environmental health requirements including premises, safety, practice, and waste management in existing and new hair salon.

2. Normative references

There is no normative reference

3. Terms and definition

For the purpose of this standard the following terms and definitions shall apply.

3.1.

environmental health

public health concerned with monitoring or mitigating those factors in the environment that affect human health and disease.

3.2.

cleaning

physical removing contaminants by foreign materials it also remove organic matters such as blood and microorganisms.

3.3.

Women's hair beauty salon

A company that specializes in the preparation of women's hair by washing, drying, combing or cutting hair, using dyes and other cosmetics.

3.4.

Advanced Women's Beauty Salon

an institution that provides services using seven or more cascades and includes training.

3.5.

Men's Beauty Salon

Company that specializes in men's hair washing, drying, shaving, shaving, shaving and coloring and other cosmetics.

3.6.

Men's Beauty Salon

An institution that provides services using five or more chairs and includes training facilities.

3.7.

Complete hand washing facility

Have hot and cold tap water, sink, liquid soap, disinfectant, garbage bin, hand dryer, and that is linked to sewer line.

4. Requirements

4.1. General requirements

4.1.1. The area shall not be swampy and not prone to flooding.

- 4.1.2. Shall be far 500 m away from waste dump site/area, foul odors and toxic chemicals
- 4.1.3. Infrastructure shall be equipped with electricity, water and roads.
- 4.1.4. Employers shall have responsibility to provide and maintain a safe working environment and welfare facilities.
- 4.1.5. Employers shall be responsible for developing standard operating procedures to guide safe practice.
- 4.1.6. Shall be easily accesses for disables and elder.
- 4.1.7. Smoking is prohibited.
- 4.1.8. Barbering or hairstyling shall not give service for a client affected or suspected to have a scalp infection or infestation head lice. The client shall be advised to consult the physician.

4.2. Specific requirements

4.2.1. Prohibited activities

- 4.2.1.1. Shall not eat or cook in the hair cutting and dressing room.
- 4.2.1.2. Combs and other instruments shall not be placed in the pocket of barber and hair dresser.
- 4.2.1.3. Hazardous chemicals shall not be stored.

4.3. Premises

4.3.1. General condition of the premises

- 4.3.1.1. Shall be 10 meters away from food preparation, any food services area and beverage manufacturers.
- 4.3.1.2. The premises shall be constructed, designed and arranged so as to be fit and suitable for its intended purposes.
- 4.3.1.3. The construction of the premises shall meet the Ethiopian construction code standards.
- 4.3.1.4. The premises and all fittings, fixtures and appliances in the premises shall be maintained in a state of good repair and in a clean and tidy condition, and free from any accumulation of rubbish or other materials that may harbor vermin or insects or that may become offensive or a nuisance.
- 4.3.1.5. Work place health, safety and cleaning issue shall be considered.

4.3.2. Walls, floors, ceilings, fixtures and fittings

- 4.3.2.1. Floors, walls, ceilings and other surfaces shall be smooth, impervious and capable of being easily cleaned.
- 4.3.2.2. The floors shall be maintained in good repair and be either tiled or covered with linoleum or comparable floor covering.
- 4.3.2.3. Floors and common contact surface and materials shall be cleaned by disinfectant at least once in every 24 hours.
- 4.3.2.4. Building materials shall be cement-screed, non-cracked, smooth and fire resistant.
- 4.3.2.5. Floors shall be non-abrasive, non-slip, and easy to wash and clean.
- 4.3.2.6. The wall shall be 2.4 meters above the floor and shall not be cracked.
- 4.3.2.7. The wall shall be painted white for easy cleaning.

4.3.2.8. Ceiling shall be made of building materials (concrete slab, or epoxy or other similar building material) that is easy to clean, painted (white painted, unpainted),

4.3.3. Premises cleaning

4.3.3.1. A routine and regular cleaning schedule of the premises shall be required.

4.3.3.2. Routine cleaning shall include: Cleaning of bench tops, mirrors, chairs, drawers, basins, sinks, floors and skirting boards; use of a detergent based cleaner; mops and other cleaning equipment shall be washed with detergent and water and stored dry after use.

4.3.3.3. Disinfectants shall not be used for routine environmental cleaning.

4.3.3.4. The surface area shall be cleaned with detergent and water prior to the application of the disinfectant. Disinfectants shall be used as per manufacturer's instructions.

4.3.3.5. All hair shall be swept from the floor as soon as possible after each client and disposed of immediately into a lidded, general waste bin.

4.3.3.6. Equipment used for cleaning the premises shall be kept clean and in good repair.

4.3.3.7. A regular pest control program shall be undertaken to ensure the control of pests.

4.3.3.8. The buildings and quarters shall be kept clean, well painted, adequately ventilated, and amply lighted;

4.3.3.9. Barber chairs shall be maintained in proper mechanical condition and covered on the backs.

4.3.3.10. The chairs shall be placed center to center, and each chair must occupy at least 3.25 meter square of floor space.

4.3.3.11. The distance between two chairs shall be 1.5 meter center to center and one meter from the wall.

4.3.4. Work Room

4.3.4.1. The door shall be closed during working hour and maintain the humidity and room temperature.

4.3.4.2. There shall be 0.9 meter square waiting area for each customer in working room,

4.3.4.3. The room shall not be used for any additional use, and shall not share walls with food and beverage facilities and far apart 10 meters.

4.3.4.4. Windows and doors shall be easy to open and close, free of pests, insects and rodents.

4.3.4.5. The area of the room shall be 63 square meters considering 7casks queue or waiting line chairs.

4.3.4.6. Chairs, desks, shelves, jewelry and cosmetics shelves, hair accessories and mirrors shall be dust-free and well-maintained.

4.3.4.7. The room shall have complete hand-washing facilities for full staff.

4.4. Hygiene of equipment.

4.4.1. Equipment shall be cleaned after each client use.

4.4.2. Equipment shall be sterilized in advance.

4.4.3. Blades used for shaving, including neck shaving, shall be disposed of after each client use into a designated sharps container.

4.4.4. Razor blades shall be new and not to be used more than one.

- 4.4.5. Towels or other types of linen used for covering or protection during the procedure shall be clean.
- 4.4.6. Linen shall be washed with detergent and hot water.
- 4.4.7. All equipment, including combs, brushes and rollers, streaking caps, clippers and scissors shall be cleaned between uses and be kept in a clean and dry condition.
- 4.4.8. Manual clippers with non-detachable blades shall not be used as they cannot be easily cleaned.
- 4.4.9. Detachable blades on clippers shall be cleaned and disinfected before being re-used.
- 4.4.10. Equipment shall not be soaked in solutions of disinfectant unless specified by the manufacturer's instructions.
- 4.4.11. Cleaning the equipment in warm water, detergent and disinfectant and allowing it to air dry shall be sufficient.

4.5. Hygiene/cleaning Practices of hair salon

- 4.5.1. Chairs, walls, floors, and windows shall be kept clean at all times.
- 4.5.2. Any towel, robes, slippers, sheet, cloth, pillow, furniture covering, permanent cover of mattresses, squabs, cushions and any other protective garments that come in contact with the client's skin shall be changed before admitting the next client.
- 4.5.3. The premises shall be kept clean, tidy and hygienic at all times.
- 4.5.4. Service areas such as benches shall be cleaned between each client and/or a clean covering placed over the treatment surface.
- 4.5.5. To prevent cross contamination, all liquids, creams shall be decanted into single use containers, and a single use applicator shall be used for each person undergoing the procedure (no double dipping).
- 4.5.6. There shall be a UV Sterilizer for hair cutting materials (combing, bundling, scissors, etc.) to kill germs and fungi after cleaning for 30 minutes but not used for direct skin contact items or materials.

4.6. High level Disinfecting/ Sterilization

- 4.6.1. Any instrument that comes in contact shall be transferred to a central disinfecting station.
- 4.6.2. Contaminated instruments shall be scrubbed and washed in warm water to remove any debris and soaked in disinfectant, following manufacturer's hold time.
- 4.6.3. Contaminated items shall be kept separate from sterile/disinfected items to prevent cross contamination.
- 4.6.4. All razors, scissors, clippers, tweezers, combs, rubber discs, and all other implements, tools, appliances and utensils that come in contact with the head, neck or face shall be disinfected before use upon any patron.
- 4.6.5. Used items such as towels, earplugs, hair combs, hair brushes, hair straighteners, and skin-to-skin contact products shall be removed, cleaned thoroughly with soap, soap and water, and soaked for 10 to 15 minutes and shall be sterilized for further cleaning and killing germs ready for further use.
- 4.6.6. All Shampoo bowls, chairs, head rest clippers, comb, brushers, raisers and styling tools shall be cleaned by low level disinfectant after each use.

- 4.6.7. Electric clippers and blades shall be cleaned by intermediate level disinfectant (lubricant sanitizer) after use.
- 4.6.8. All towels, disposable neck strips, blades and neck rest shall be cleaned by high level disinfectant after use.
- 4.6.9. No tools/implements shall be left exposed on the workstation at any time.
- 4.6.10. Any tool shall be cleaned, disinfected, and placed in a clean, closed drawer or cabinet whenever such tools are not in use or in the process of being sterilized.
- 4.6.11. Tweezers, needles and other instruments of similar nature shall be sterilized by autoclave or boiling water with 5% phenol solution for 3 minute or 2% phenol solution for 10 minute.

4.7. Sanitary Equipment Requirements

- 4.7.1. Each men and women hair salon shall provide one wet sterilizer and one dry cabinet sterilizer for each salon chair, together with the compounds generally associated with their use;
- 4.7.2. There shall have mirror not broken and scratch, not less than 30 inches in diameter and shall be washed at least once each business day;
- 4.7.3. One lavatory shall be provided for each two hair salon chairs;
- 4.7.4. If hair brushes are used, there shall be a minimum of four brushes per hair salon chair. Hair brushes shall be cleaned and sterilized after each customer use.

4.8. Storage of linen and other supplies

- 4.8.1. Clean linen shall be stored separately from soiled linen in closed cupboards or storage containers.
- 4.8.2. Cleaning equipment and other chemicals, products or materials used for cleaning shall be stored in separate closed cupboards.
- 4.8.3. A separate area or room shall be provided for the storage of all mops, brooms.

4.9. Laundry Area

- 4.9.1. There shall be a separate laundry area or room equipped with a basin and a constant supply of hot and cold tempered running water and chemical agents.
- 4.9.2. A closed laundry basket shall be provided for the storage of all soiled materials.
- 4.9.3. Laundry area shall not be used for any other purpose and the contents of the buckets shall be emptied in the laundry sink or the toilet.
- 4.9.4. Sterilizers and other hair salon equipment and products (Shampoos, conditioners and lotions) shall be purchased from licensed sellers, have a valid receipt or those who have standards shall comply ESA.
- 4.9.5. Shall monitor their use time and remove any obsolescence with the appropriate body.
- 4.9.6. Hair accessories, scissors, combs and wraps shall be kept clean and free of germs and placed on a suitable shelf.
- 4.9.7. Users' brief-towels, hair-protective gowns, earplugs, and hair wraps shall be loose-fitting.
- 4.9.8. Hair brushes, curling irons and scissors shall not be worn out and shall not have sharp edges.

4.10. Personal hygiene

- 4.10.1. Workers at all times shall keep their clothing, hands, and fingernails clean and any infected, damaged or inflamed skin shall be covered with an impermeable dressing and disposable gloves.
- 4.10.2. Workers shall thoroughly cleanse their hands by washing up to the wrist with hot water and soap or an antibacterial cleansing agent. Then drying with a single service towel or other approved hand-drying equipment.
- 4.10.3. Hands shall be washed/sanitized before and after commencing each task.
- 4.10.4. Any employee before going to work: shall take a bath, wear clean work clothes.
- 4.10.5. The fingernails shall be cut short every time, now and then.
- 4.10.6. Cuts or wounds shall be covered with a sealed waterproof plaster/bandage.
- 4.10.7. Rings, watches and bracelets shall not be worn in the workplace.

4.11. Professional readiness, health screening, work clothes and personal hygiene

4.11.1. Professional requirements

- 4.11.1.1. Men barbers and Women's hairdressers shall be trained from the appropriate institution; Evidence of this shall be provided.
- 4.11.1.2. Shall have a training certificate on infection prevention, hygiene and sanitation, first aid and fire safety.

4.11.2. Health examination

- 4.11.2.1. Basic health check-ups shall be performed every three months, especially for skin and respiratory infections.

4.11.3. Staff facilities

4.11.3.1. Hand Washing Basins

Hand basins shall be:

- 4.11.3.1.1. located in main salon area
- 4.11.3.1.2. Installed and maintained in such a way that they are accessible at all times for hand washing.
- 4.11.3.1.3. Shall be 300mm x 350mm at the mouth (top) of the basin
- 4.11.3.1.4. Shall be supplied with hot and cold running water through a single outlet
- 4.11.3.1.5. A paper towel dispenser must be installed adjacent to the hand washing basin and be supplied with paper towel at all times.
- 4.11.3.1.6. If there is a toilet on the premises, the toilet hand basin shall be supplied with paper towel.
- 4.11.3.1.7. A wash hand basin supplied with a constant supply of hot and cold water, or tempered running water at a temperature of not less than 38 degrees Celsius, liquid soap, and single-use disposable paper, towels or other approved hand-drying equipment shall be provided in a readily accessible position for staff.
- 4.11.3.1.8. The place where the hand wash basin is situated shall not become directly contaminated by the splashing of contaminants.

4.12. Personal protective equipment

- 4.12.1. The organization shall provide personal protective equipment, to enable them to safely perform their duties.
- 4.12.2. Trolleys to move products and minimize spillage, Bowls for mixing products, Gloves and masks when handling colorants and chemicals, e.g. hydrogen peroxide, Plastic gowns and capes to protect the client.
- 4.12.3. Training shall be given for staff on how to use of equipment.

4.13. Work wear

- 4.13.1. For hairdressers, necessary work wear shall be provided.
- 4.13.2. Water-repellent wear shall be prepared for hairdressers involved in hair washing.

4.14. Lighting and ventilation

- 4.14.1. There shall be having window area 10% of the floor.
- 4.14.2. There shall be an air change per hour 6 Air Change per Hour /ACH/ in the room.
- 4.14.3. There shall be a natural and/or artificial lightening of 250 -300 lux in the room
- 4.14.4. The temperature of the room shall be 20-29 degrees Celsius.
- 4.14.5. The relative humidity of the room shall be 30%-60%.
- 4.14.6. External lighting shall be provided in order to ensure safety and security of the community
- 4.14.7. All parts of the premises shall be provided with a lighting system capable of providing adequate illumination to facilitate cleaning and inspection.
- 4.14.8. Lighting of not less than 300 lux, at a distance 900mm above the floor, shall be provided at all working surfaces adjacent to every place where clients are attended to.
- 4.14.9. All sterilizing/disinfecting stations and areas must have good lighting, ventilation and be capable of being easily cleaned .

4.15. Safety requirements**4.15.1. Fire safety**

- 4.15.1.1. A fire alarm system shall be installed in a building as determined by building code requirements.
- 4.15.1.2. Shall avail fire safety equipment throughout buildings and premise.
- 4.15.1.3. The doors shall be easily opened inside and outside with a retractable mode.
- 4.15.1.4. There shall be functional and appropriate type fire extinguisher in each room.
- 4.15.1.5. Employees shall be trained in the use of fire extinguisher.
- 4.15.1.6. There shall be assembling point during emergency evacuation.
- 4.15.1.7. There shall be recognized internal and external maintenance, inspection and testing regime for fire safety which shall include;
 - a) Fire extinguishers.
 - b) Fire alarm detection and warning systems.
 - c) automatic suppression systems (sprinklers)
 - d) Door control mechanisms.

- e) smoke control systems (fire dampers and exhaust ventilation systems)
- f) Emergency voice communication systems (refuges).
- g) Evacuation and fire-fighting lifts.
- h) Emergency lighting.
- i) Standby power systems.
- j) Lightning conductors.
- k) Electrical equipment and systems.

4.15.2. Emergency evacuation plan

4.15.2.1. There shall be emergency evacuation plan.

4.15.2.2. The plan shall be reviewed at least annually by the Warden or designer and revised. At a minimum, the plan shall address the following

- a) The location of building/room floor plans.
- b) The use of exit signs, directional arrows, and other warning devices/equipment.
- c) All exit signs and arrows shall be located where they can be easily seen and read.

4.15.2.3. Warning devices and equipment shall be used as necessary to assist persons with disabilities.

4.15.2.4. There shall be site specific evacuation routes and exits, including designated assembly areas where applicable and headcount procedures.

4.15.2.5. There shall be Provision for medical care/transportation for customers and staff.

4.15.3. First aid

4.15.3.1. There shall be first aid kit with full materials at necessary rooms.

4.15.4. Staff Shower

4.15.4.1. The height shall at least be 2.4 meters.

4.15.4.2. The area shall have area at least 1.2x1.2 meter squares.

4.15.4.3. Shall have a fresh air vent 20 centimeters below the ceiling and open down at 45°.

4.15.4.4. The floor shall not accumulates any waste water on its slab and be clean and tidy.

4.15.4.5. Shall be separated from the restroom.

4.15.4.6. Door shall be easy to open and close from inside.

4.15.4.7. Safety slippers shall be made of plastic.

4.15.4.8. Single shower shall be provided per 20 employees and isolated for men and women.

4.15.4.9. There shall be cloth hanger in the room.

4.15.4.10. The sewer line shall be connected to an approved sewer line or septic tank (septic tank shall be designed for this purpose, fully covered and shall be constructed of a material that does not leak in or out).

4.15.5. Toilet room

4.15.5.1. The floor and walls of the room shall be made of a building material that can be washed, cleaned, waterproof, and soft.

4.15.5.2. The toilet shall be at least 10 meters away from the organization's premises.

- 4.15.5.3. The room shall be kept clean.
- 4.15.5.4. In the toilets; floor, walls and seats or around it, shall be free from liquid and solid waste.
- 4.15.5.5. Shall be free of bad odors.
- 4.15.5.6. The door of the room shall be easy to open and close from the inside.
- 4.15.5.7. There shall be flasher with water for feces drainage.
- 4.15.5.8. The room shall get light.
- 4.15.5.9. The toilet shall have a temporary dust bin with a cover that can be opened and closed on foot (made of rust-resistant materials, easy to move, easy to clean and unable to drain or drain).
- 4.15.5.10. There shall be wall-fitted functional sink with water flow at least three meters from toilet.
- 4.15.5.11. There shall be solid or liquid soap for hand washing.
- 4.15.5.12. The toilet shall be open to the customer throughout the service.
- 4.15.5.13. There shall be a man-hole in the toilet after the drain is out of the toilet.

4.16. Waste management

4.16.1. Solid waste management

- 4.16.1.1. Solid waste generated shall be managed as per ES 6433.

4.16.2. Liquid waste management

- 4.16.2.1. There shall be a plan for liquid waste disposal.
- 4.16.2.2. Liquid waste shall be disposed in septic tank or with the system of municipal liquid waste disposal line.
- 4.16.2.3. Any sewage from the services provided by the organization (dish and hand washing and sinks, bathroom, laundry room, toilet, etc.) shall be connected to an approved sewer line.
- 4.16.2.4. If the septic tank is used by the organization to collect sewage, it shall pump half a meter before it is filled;
- 4.16.2.5. No sewage shall be discharged into the rainwater drainage line.
- 4.16.2.6. Sewage disposal information shall be provided when requested by the concerned body. (Whether it is connected to an approved sewer line or accumulated sewage).

4.16.3. Cleaning services

- 4.16.3.1. Cleaning products shall be used responsibly, respecting the instructions of the manufacturer related to both safety of people and to protection of the environment.
- 4.16.3.2. Environmental friendly and chlorine-free cleaning products should preferably be used, as well as microfiber cloths that reduce the amount of cleaning liquid required. Furthermore, the following requirements shall be met:
- 4.16.3.3. Cleaning tools for the bathroom shall be identified according to the use given to them.
- 4.16.3.4. Cleaning products shall retain their original labels or be visibly identified. If these need to be transferred to a smaller container, this should have an automatic dispensing system.
- 4.16.3.5. Food receptacles that could result in accidents if mistaken shall never be used;

4.16.3.6. During cleaning activities and when the floor is wet, warning signposting shall be displayed to inform customer and prevent accidents;

4.16.3.7. The minimum content of cleaning storage rooms and of cleaning trolleys shall be defined.

4.16.3.8. Housekeeping staff shall report incidents (e.g. defective lights, damaged faucets) and shall keep the cleaning equipment in a suitable condition for performing its function.

4.16.3.9. A cleaning plan shall be defined, documented, implemented and maintained, allocating tasks to staff accordingly and defining the cleaning routes for the different areas of the hair salon.

4.17. Required documents / information

4.17.1. Certificate of Health Qualification of the Authority

4.17.2. Employee health research,

4.17.3. Shampoo and conditioner are purchased from a company certified by the Authority.

4.17.4. Describes the hygiene of the materials used by the organization and

4.17.5. Describes solid and liquid waste management and disposal systems

DRAFT STANDARD

ANNEX A

Hair salon equipments washing procedure

1. Combs, brushes, rollers and other equipment shall be cleaned as follows;
 - a) Remove all visible hair or other materials from the equipment;
 - b) Rinse under warm running water to remove loosened debris;
 - c) Fill a sink or bowl with warm water and detergent;
 - d) The equipment shall be immersed and scrubbed under water to minimize aerosols and splashing;
 - e) All equipment shall be dried after the cleaning process using a clean dry cloth;

DRAFT STANDARD

ANNEX B

Hand washing with soap as needed during

- a) Return from toilet.
- b) Before and after transferring from one person to another in the middle of work.
- c) When we take a break and go back to work.
- d) Before eating, after eating, after smoking.
- e) After contact with dirt or any cleaning materials and chemicals.
- f) After performing any cleaning.
- g) Before and after using glove
- h) before and after attending a client
- i) before and after a procedure
- j) after exposure to a body substance
- k) after touching a clients surroundings

DRAFT STANDARD

Organization and Objectives

The Ethiopian Standards Agency (ESA) is the national standards body of Ethiopia established in 2010 based on regulation No. 193/2010. ESA is established due to the restructuring of Quality and Standards Authority of Ethiopia (QSAE) which was established in 1998.

ESA's objectives are:-

- ❖ Develop Ethiopian standards and establish a system that enable to check whether goods and services are in compliance with the required standards,
- ❖ Facilitate the country's technology transfer through the use of standards,
- ❖ Develop national standards for local products and services so as to make them competitive in the international market.

Ethiopian Standards

The Ethiopian Standards are developed by national technical committees which are composed of different stakeholders consisting of educational Institutions, research institutes, government or ganizations, certification, inspection, and testing organizations, regulatory bodies, consumer association etc. The requirements and/or recommendations contained in Ethiopian Standards are consensus based that reflects the interest of the TC representatives and also of comments received from the public and other sources. Ethiopian Standards are approved by the National Standardization Council and are kept under continuous review after publication and updated regularly to take account of latest scientific and technological changes. Orders for all Ethiopian Standards, International Standard and ASTM standards, including electronic versions, should be addressed to the Documentation and Publication Team at the Head office and Branch (Liaisons) offices. A catalogue of Ethiopian Standards is also available freely and can be accessed in f rom our website.

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