

1 **DRAFT SAINT LUCIA CODE OF PRACTICE**

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3
4 **DCP 13 – 5**

5
6 **CODE OF HYGIENIC PRACTICE FOR BEAUTY AND WELLNESS —**
7 **PART 5: PARTICULAR REQUIREMENTS FOR NAIL**
8 **ESTABLISHMENTS**

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11 **STAGE 40 – ENQUIRY STAGE**

12 **DECEMBER 2021**

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40 **GENERAL STATEMENT**

41

42 The Saint Lucia Bureau of Standards was established under the Standards Act Cap 13.25 (No.
43 14 of 1990) and started operations on 01 April 1991. A broad-based 15-member Standards
44 Council directs the affairs of the Bureau.

45

46 The Standards Act gives the Bureau the responsibility to develop and promote standards and
47 codes of practice for products and services for the protection of the health and safety of
48 consumers and the environment as well as for industrial development, in order to promote the
49 enhancement of the economy of Saint Lucia. The Bureau develops standards through
50 consultations with relevant interest groups. In accordance with the provisions of the Standards
51 Act, public comment is invited on all draft standards before they are declared as Saint Lucia
52 National Standards.

53

54 The Bureau also administers the Metrology Act Cap 13.18 (No. 17 of 2000). This legislation
55 gives the Bureau the responsibility to regulate all weights and measures and to manage and co-
56 ordinate the metrication of Saint Lucia.

57

58 The Bureau operates a Product Certification Scheme applicable to all products for which
59 national standards exist. If a product satisfies all the requirements for certification, a licence to
60 carry the Saint Lucia Standard Mark is issued to the manufacturer of the product. The presence
61 of the mark on a product indicates that the product conforms to all the requirements of a specific
62 national standard and assures consistent quality (of the product) to the consumer.

63

64 The Bureau is a member body of the International Organisation for Standardisation (ISO), an
65 affiliate member of the International Electrochemical Commission (IEC) and a member of the
66 CARICOM Regional Organisation for Standards and Quality (CROSQ) and the Pan American
67 Standards Commission (COPANT). The Bureau is the local agent for several foreign standards
68 bodies such as the British Standards Institution (BSI) and the ASTM International (formerly
69 known as the American Society for Testing and Materials). The Bureau serves as the enquiry
70 point for the World Trade Organisation (WTO) on matters pertaining to the Technical Barriers
71 to Trade (TBT) Agreement. The Bureau also serves as the National CODEX Alimentarius
72 enquiry point with responsibility for coordinating national positions on CODEX matters.

73

74 In accordance with good practice for the adoption and application of standards, Saint Lucia
75 National Standards are subject to review every five years. Suggestions for improvements are
76 always welcomed at any time after publication of the standard.

77

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79

80

81 **CODE OF HYGIENIC PRACTICE FOR BEAUTY AND WELLNESS —**
82 **PART 5: PARTICULAR REQUIREMENTS FOR NAIL**
83 **ESTABLISHMENTS**

84

85

AMENDMENTS ISSUES SINCE LAST PUBLICATION

86

Amendment no.	Date of issue	Type of Amendment	Text(s) affected

87

88

NATIONAL DRAFT FOR COMMENT

NATIONAL DRAFT FOR COMMENT

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DRAFT SAINT LUCIA CODE OF PRACTICE

DCP 13 - 5

CODE OF HYGIENIC PRACTICE FOR BEAUTY AND WELLNESS — PART 5: PARTICULAR REQUIREMENTS FOR NAIL ESTABLISHMENTS

TECHNICAL COMMITTEE FOR BEAUTY AND WELLNESS

The following persons comprised the Technical Committee, which was responsible for the formulation of the Code of Practice:

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		Page
133	Contents	
134		
135	Foreword	1
136	1 Scope	1
137	2 Normative reference	2
138	3 Terms and definitions	2
139	4 General requirements	2
140	5 Facility requirements	4
141	8 Sanitation.....	6
142	Annex A (informative)Client consultation form for cosmetology	7
143		

NATIONAL DRAFT FOR COMMENT

144 **Foreword**

145
146 This new national code of practice was developed to provide guidelines as a basis for
147 establishing and operating nail establishment in Saint Lucia according to best hygienic and
148 safety practices. This national code of practice was approved by the Standards Council on.....
149

150 This code of practice establishes the minimum requirements for the provision of quality
151 services by nail practitioners. This code builds on the requirements and is intended to be used
152 with the SLCP 13 Code of hygienic practice for beauty and wellness. The SLCP 13 sets the
153 level of hygiene required by all beauty and wellness establishment while this specification is
154 specific to nail salon. The use of this code of practice should not preclude beauty and wellness
155 establishments that offer more services besides pedicure and manicures from following the
156 specific particular requirements that are applicable.
157

158 The implementation of this guide is intended to foster a culture of health and safety practices
159 as well as professionalism within a sector that is closely associated with the tourism industry.
160

161 By complying with and improving these minimum requirements it is hoped that the
162 practitioners within the sector will consistently meet and exceed customer expectations in an
163 efficient and cost effective manner while providing a service that is safe and hygienic.
164

165 This code of practice can be used as a tool by competent authorities under any programme of
166 certification or licensure.
167

168 In preparing this document considerable assistance was derived from the following documents:
169

- 170 — SLCP 13 – 4 Code of hygienic practice for beauty and wellness Part 4: Particular
171 requirements for hair dressing and barbershop establishments
172
- 173 — Georgia Safety Guidelines for reopening Barber and Cosmetology Salons
174
- 175 — New Zealand Government, Auckland Council Manicure/Pedicure Code of practice
176 summary
177
- 178 — Boston Public Health Commission Nail Salon Regulation
179
180

181 **1 Scope**

182
183 This national code of practice establishes minimum requirements for operating nail
184 establishments.
185

186 **2 Normative reference**

187

188 The following referenced documents are indispensable for the application of this document.
189 For dated references, only the edition cited applies. For undated references, the latest edition
190 of the referenced document (including any amendments) applies.

191

192 — SLCP 13 *Code of practice for beauty and wellness facilities*

193

194

195 **3 Terms and definitions**

196

197 For the purposes of this document, the following terms and definitions apply:

198

199 **3.1 client**

200 a customer, patron or other individual who receives or will receive nail services

201

202 **3.2 competent authority**

203 a Minister, Ministry, named government agency or agencies assigned, separately or jointly, the
204 different areas of legal responsibility for regulating nail establishment

205

206 **3.3 manicuring table**

207 workstation where a manicurist performs nail services on individual clients

208

209 NOTE This may also include a portable/mobile workstation.

210

211 **3.4 nail salon**

212 **nail establishment**

213 place of business which is registered and licensed by the competent authority where nail
214 services are performed

215

216 **3.5 practitioner**

217 person who provides nail enhancement services

218

219 **3.6 nail services**

220 any practice carried out in a salon that provides nail enhancement which includes, but is not
221 limited to, cutting, shaping, polishing, or otherwise enhancing the appearance of the nails of
222 the hands or feet, manicuring, pedicuring and callus removal

223

224

225 **4 General requirements**

226

227 **4.1 Legal**

228

229 All nail establishments shall comply with national regulations for public health required for
230 operating nail salon.

231

232 NOTE Refer to *Public Health – Chapter 11.01 - Act Public Health Regulations: Barber – Section 9* for further
233 information.

234

235 In addition to the requirements of SLCP 13-1 Code of hygienic practice for beauty and wellness
236 – Part 1: General requirements the following specific requirements outlined in this standard
237 shall apply to nail establishments.
238

239 The requirements of this part of SLCP 13 supplement those in SLCP 13-1 and should not be
240 considered as the only applicable requirements for nail establishments.
241

242 **4.2 Training and competency**

243
244 **4.2.1** Practitioners shall be able to demonstrate appropriate training for the procedure they
245 are carrying out in accordance with the legal age of employment.
246

247 **4.2.2** Public health license shall be clearly displayed. Full records shall be kept on the
248 premises of all qualifications and courses attended, and available for inspection by the
249 competent authority at all times. These should include:
250

- 251 a) first aid;
- 252
- 253 b) hand hygiene;
- 254
- 255 c) skin disinfection; and
- 256
- 257 d) decontamination of equipment and use of autoclaves.
258

259 **4.2.3** Practitioners should attend a relevant continuous professional development course on a
260 yearly basis.
261

262 **4.2.4** Practitioners should be carefully supervised during the first year of practice by a
263 practitioner who has been successfully practising routinely over the previous five years.
264

265 NOTE It may take up to two years of fulltime practice to achieve the minimum level of competence.
266

267 **4.2.5** Health and safety training shall include procedures on dealing with:
268

- 269 a) safe work practices;
- 270
- 271 b) hazards and risks in the nail salon;
- 272
- 273 c) control measures in place to minimize risks;
- 274
- 275 d) task-specific training;
- 276
- 277 e) safe operation of machinery and equipment;
- 278
- 279 f) use and maintenance of personal protective equipment (PPE); and
- 280
- 281 g) accident and emergency procedures, including cleaning up spills safely.
282

283 **4.2.6** New entrants shall be carefully supervised during the first year of practice by a
284 supervisor.

285 **4.2.7** Records of supervision shall be kept on the premises.

286

287 **4.2.8** Practitioners shall be able to demonstrate competency and knowledge on diseases and
288 disorders and infection control procedures.

289

290 **4.3 Staff**

291

292 The proprietor of a business shall take reasonable steps to ensure that all practitioners engaged
293 for the business comply with this code.

294

295 **4.4 Customer service**

296

297 **4.4.1** Anyone under the age of 18 years of age shall be accompanied by a parent or guardian
298 and shall have parent or guardian sign a client consultation form for cosmetology.

299

300 NOTE See Annex A for further details.

301

302 **4.4.2** Adequate enquiries shall be made before the procedure is carried out to ensure that
303 customers are not suffering from any infectious disease or other relevant medical condition
304 before the operation commences.

305

306 **4.4.3** All information recorded shall be accurate and necessary to the service or treatment
307 being performed.

308

309 **4.4.4** Consent form should comply with data protection regulations and should be
310 confidential. Individual client records shall be available for the client to view if requested.

311

312 **4.4.5** Client record cards shall be updated at every visit.

313

314 **4.4.5.1** All records shall be kept for at least five years.

315

316 **4.5 Client consultation**

317

318 **4.5.1** All clients performing nail services for the first time shall perform a Pre-Disposition
319 Patch test within 24 hours prior to the service.

320

321 **4.5.2** All practitioners shall evaluate the skin site prior to each service and any skin condition
322 that may lead to skin irritation or prevent treatment.

323

324 **4.5.3** Prior to commencing a nail service, all practitioners shall cleanse the customer's skin
325 by swabbing with an antiseptic using a clean, single-use swab and maintain product-specific
326 recommended contact time.

327

328

329 **5 Facility requirements**

330

331 **5.1 Premises**

332

333 **5.1.1** The nail establishments shall:

334

- 335 a) have at least one hand washing sink located in or adjacent to the manicuring area and be
336 keep it in a sanitary condition;
337
338 b) have hot and cold running water, liquid soap, and disposable towels at every hand
339 washing sink;
340
341 c) have at least one eyewash station and/or two personal eyewash bottles available in the
342 salon and be located within ten (10) seconds or 100 feet of any manicure station;
343
344 d) have natural or mechanical ventilation to prevent condensation, excessive moisture on
345 walls and removal of objectionable odours and fumes;
346
347 e) be routinely cleaned to reduce the level of contamination;
348
349 f) have a lidded waste receptacle with a self-closing lid placed at every work station;
350
351 g) have regular pest control program; and
352
353 h) have a fully stocked basic first aid kit and be available to all staff at all times.
354

355 **5.2** Manicuring table should be at a standard height to prevent discomfort and injury to the
356 client and technician.
357

358 **5.3 Space**

359
360 The floor area where customers are attended to shall be of at least 2.3 m² per customer.
361

362 **5.4 Storage**

363
364 **5.4.1** There shall be sufficient cupboards and shelves for storage of materials or equipment.
365

366 **5.4.2** All chemicals used in the nail salon shall be properly labelled and stored in accordance
367 to the manufacturer's specification.
368
369

370 **6 Hygiene**

371
372 **6.1.1** All clients shall wash hands before nail services.
373

374 **6.1.2** All operators shall wash hands before and after working on clients and after handling
375 or transferring products.
376

377 **6.1.3** All operators shall wear clean well-fitting and single-use disposable surgical gloves
378 before:
379

- 380 a) carrying out a pedicure on any customer;
381
382 b) touching any surfaces and instruments which may have become contaminated with blood
383 or serum of any customer, and
384

385 c) touching any object which has not been through the process of cleansing and sterilisation.

386

387 **6.1.4** All operators shall take practical steps to prevent cuts and abrasions from filing and
388 buffing.

389

390 **6.1.5** All operators shall wear dust masks when using an electric nail file or hand file.

391

392 NOTE If recommended by the manufacturer, operators should apply an oil or solution to the artificial nail before
393 filing, which will make the dust heavier, improving the atmosphere and aiding salon cleanliness.

394

395

396 **7 Sanitation**

397

398 **7.1** A single-use tool shall be discarded after each client use.

399

400 **7.2** Multi-use tools, including but not limited to, manicuring instruments, implements, and
401 equipment shall be cleaned and disinfected after each client using bactericidal, viricidal and
402 fungicidal.

403

404 **7.3** Disinfected multi-use tools shall be stored in a clean, dry, closable sanitary storage
405 container and kept separately from implements that have not been disinfected.

406

407 **7.4** Dirty tools shall be stored in a sealed and labelled container.

408

409 **7.5** Towels shall be washed with hot water and detergent through a standard laundry wash
410 cycle between clients.

411

412 **7.5.1** Clean towels and unused single use items shall be stored in a clean, dry, closable
413 sanitized storage cabinet or container, separate from unclean towels, tools, and other items.

414

415 **7.6** Manicuring tables and foot baths shall be disinfected after each client.

416

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Annex A
(informative)

Client consultation form for cosmetology

A.1 Sample of client consultation form for cosmetology

Name:		
Phone:	Work:	Mobile:
Email Address:		
Date of Birth:	Occupation:	
SEX: <input type="checkbox"/> Male <input type="checkbox"/> Female		
If you were referred, who referred you?		
Health/ Medical History <i>(Please answer the following question).</i>		
Are you experiencing any of the following?		
<input type="checkbox"/>	Fever	
<input type="checkbox"/>	Skin Infections	
<input type="checkbox"/>	Contagious Conditions	
<input type="checkbox"/>	Cuts/Bruises	
<input type="checkbox"/>	Other	
Have you ever been diagnosed with or been advised to seek treatment for any of the following:		
<input type="checkbox"/>	Diabetes/Low or high blood pressure	
<input type="checkbox"/>	Allergies	
<input type="checkbox"/>	Thyroid Problems	
<input type="checkbox"/>	Asthma	
<input type="checkbox"/>	Cancer	
<input type="checkbox"/>	Sensitivity to any cosmetic ingredients	
Are you currently on medication? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Services & Treatments		
Do you play sports that can take toll on hands and feet?		
Do you do a lot of work around your home such as cooking, cleaning, gardening, etc?		
When was your last service?		
How often do you require this service?		
Release Agreement		
I, the undersigned _____ residing at _____ is about to receive services at _____ and having been advised that the services shall be performed by _____ in consideration of nominal charge for such services release the employees from all claims arising out of and in any way connected with the performance of these services.		
Signed _____		
Dated _____		
Witness _____		
THIS RELEASE AGREEMENT MUST BE SIGNED BY THE PARENT OR GUARDIAN IF THE CLIENT BEING SERVED IS UNDER 18 YEARS OF AGE		

For Practitioner's Use Only

Date:

Service(s) provided:

Comments/recommendations:

Practitioner signature: _____

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NATIONAL DRAFT FOR COMMENT