

**Guidelines on Preventive Measures to Contain Spread of COVID-19 in Barber Shops/Salons/Beauty Parlours**

1. Only select services such as haircut, dyeing hair, threading, waxing, etc are allowed. Skin related services are not permitted.
2. Entry shall be allowed with prior appointments only. The client should be staggered in such way that enough time is available for sanitization of chair, equipments etc.
3. The seating arrangement in service area and waiting space shall be arranged in such way that minimum space of at least 1 meter remains between two seats. In small booth type of setting this can be ensured by allowing 1-2 clients only at a time.
4. Service providers are advised to avoid prolonged procedures as far as applicable.
5. Hand washing facility either with water and soap or Hand Sanitizers should be available at entry for clients /staff.
6. No member of management /staff/ client shall be allowed if he /she is having any symptom of COVID-19 like fever, cough, difficulty in breathing etc.
7. No person who is Covid-19 Positive or under Home Quarantine /Home Isolation shall use these facilities.
8. No member of management /staff/ client shall be allowed to enter or remain inside the premises without face mask.
9. Staff must wear protective gears such as transparent plastic face shield/screen, disposal triple layer mask, hand-gloves, apron and other single-use supplies.
10. Clients are encouraged to bring their own gown and towels.
11. All staff must sanitize their hands after giving service to a client.
12. All equipments and non-disposable tools shall be sanitized after each use on client using 1% solution of Sodium Hypochlorite. It is advisable to keep multiple sets so as to use other while one set is getting disinfected.
13. Frequently touched surfaces (like chairs, tabletops, door knobs, handles, taps, sinks, handrails etc) and floor/common areas must be cleaned at least 3-4 times a day with 1% Sodium Hypochlorite solution or household bleach (prepared as per manufacturer's instructions) or detergent. Where bleach cannot be applied, at least 70% alcohol based sanitizer can be used to disinfect surfaces. Hand gloves should be worn while cleaning.
14. Magazines, Newspapers and reading material should not be made available in the shops. Remote Control of TV etc shall also be handled by only assigned person and should be disinfected regularly.
15. All used masks, hand gloves and other disposable items should be soaked in household bleach solution for 10 minutes prior to safe disposal.
16. Shop owner should introduce electronic transaction such as POS Card Swiping machine, mobile payment, etc to facilitate cashless transaction and minimize physical contact.

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17. In case of cash payment, customer should be encouraged to pay the exact amount to reduce physical contact.
18. All shops should mandatorily maintain a daily log book of all clients with the following details- Name and verified Phone number. To verify the mobile number, the client should be asked to give a call from his/her mobile phone to the mobile number displayed visibly in the shop.
19. All staff members shall be properly guided about these guidelines by the management /owner.
20. All shops will put up a notice on the above mentioned SOP displayed prominently for the information of customers.
21. Any violation of the above guidelines and protocols will attract action as per legal provisions against the management of the premises or the visitor/client as the case may be.

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