**Salon / Spa Sanitation Checklist**

**Name: Date:**

* Sweep floors clean after each guest service, especially after every haircut. Deposit all waste materials in a waste receptacle with a self-closing lid.
* Control all types of dust. Hairsprays will cause dust to collect.
* Regularly clean fans, ventilation systems, and humidifiers.
* Keep rest rooms clean and tidy. Remember to clean bathroom door handles. Provide toilet tissue, paper towels, and pump-type liquid soap in the rest room
* Clean sinks and drinking fountains regularly. Provide disposable drinking cups. Reusable cups are strickley prohibited it most states.
* Never place food in refrigerators used to store salon products.
* Prohibit eating, drinking, and smoking in areas where services are performed
* Empty waste receptacles regularly throughout the day.
* Make sure all containers are properly marked, tightly closed, and properly stored.
* Do not place any tools, combs, rollers, or hairpins in your mouth or pockets.
* If you drop an implement on the floor, disinfect it before using it again. Properly clean and disinfect all tools and implements after each use and store them in a clean, covered container
* Avoid touching your face, mouth, or eye areas during services.
* Clean and disinfect all work surfaces, including manicure tables, aesthetic beds, workstations, and chairs, between client services. Clean shampoo bowls and disinfect the neck of the bowl after each client.
* Replace disposable gloves between each guest.
* Waxing services should be done with brand new gloves, waxing sticks and strips. Sticks can NOT be re-dipped after touching the skin.
* Blankets and pillows need to be washed in-between guest.