Republic of Latvia

Cabinet

Regulation No. 631

Adopted 9 October 2018

**Hygiene Requirements for the Provision of Beauty Treatment Services**

*Issued pursuant to*

*Section 38.1, Paragraphs one and three of the Epidemiological Safety Law*

**I. General Provisions**

1. This Regulation prescribes:

1.1. the hygiene requirements for the performers of economic activity who provide beauty treatment services, including hairdresser, manicure and pedicure services, using manual, physical and chemical methods (hereinafter – the beauty treatment services);

1.2. the competence requirements in the field of hygiene for the persons employed in the provision of beauty treatment services;

1.3. the procedures by which the persons employed in the provision of beauty treatment services shall be trained in the field of hygiene;

1.4. the requirements for the training programme in the field of hygiene and the certificate issuer, and also a sample certificate and the procedures for the issuance thereof.

2. This Regulation shall not be applicable to cosmetic tanning services, using ultraviolet radiation equipment, as well as tattooing services, including micropigmentation, permanent make-up, scarification, and piercing services.

3. The performer of economic activity who offers the beauty treatment services (hereinafter – the service provider) shall be responsible for compliance with the requirements of this Regulation.

4. When providing beauty treatment services, the service provider or its employee shall comply with personal hygiene and hygiene requirements for the provision of safe services.

5. It is the responsibility of the service provider to provide services that are safe for human health. Before commencing the provision of a service which poses a high risk of infection, by purposefully piercing or cutting the skin, otherwise damaging or inserting an instrument or foreign object into the organism (hereinafter – the high-risk beauty treatment service), the service provider shall inform the consumer orally of the potential risks to health and complications associated with the particular service.

6. Before commencing the provision of the high-risk beauty treatment service to the consumer under the age of 18 years:

6.1. the service provider shall ascertain the age of the consumer and is entitled to refuse the service to a minor if he or she has not received the consent of at least one parent or other legal representative for the receipt of a high-risk service;

6.2. the consumer shall present a personal identification document at the request of the employee of the service provider.

7. The service shall be organised in such a way as to ensure the safety of the service provider and the consumer, as well as to prevent contamination of the environment.

8. If there is a risk of distribution of fluid drops or dust (nail polishing) by air when providing the service, the service provider shall use personal protective equipment for the face, eyes and airways, such as protective masks, respirators or glasses.

9. Provision of services to the consumer with obvious signs of skin, hair or mucous membrane diseases shall be prohibited, unless the consumer produces a statement of a doctor certifying that the disease is not infectious and the services may be received. It is prohibited to provide hairdresser services to consumers with pediculosis.

**II. Requirements for Premises, Equipment Thereof, and Work Accessories**

10. The following shall be provided at the place for the provision of services:

10.1. a waiting room or place for the consumer (also for the placing of personal items and outerwear);

10.2. a room or place where the service shall be provided;

10.3. a room for the work accessories and treatment thereof or a place in which a handbasin with running cold and hot water, disinfection equipment and sterilisation devices are located;

10.4. toilet facilities intended for consumers;

10.5. a room or place for washing laundry (if laundry is washed at the place for the provision of services);

10.6. a room or place for the storage of clean work accessories;

10.7. a room or place for the storage of cleaning equipment.

11. A centralised or autonomous cold and hot water supply and a household sewerage system shall be installed for the provision of services.

12. Easy to clean materials which can be disinfected shall be used for the finish of premises, equipment, and work surfaces.

13. The following shall be ensured in a room or place where the service is provided:

13.1. depending on the type of service – an adjustable chair or cosmetic chair (couchette);

13.2. a small table for work accessories and cosmetic products;

13.3. a cupboard or shelves for clean laundry;

13.4. a waste container with a lid and pedal for opening the lid and a separate, labelled, unbreakable, puncture-resistant container with a lid for sharp single-use work accessories;

13.5. a refrigerator for storing cosmetic products (if necessary);

13.6. a hand washbasin, equipped with liquid soap, disinfectant for hand washing and single-use hand drying products;

13.7. a washbasin for washing hair, rinsing with running cold and hot water, if hairdresser services are provided.

14. High-risk beauty treatment services shall be provided in a separate room intended for the provision of the services and specially equipped for that purpose or in a separate location without the presence of unauthorised persons.

15. A hand washbasin, toilet paper, liquid soap and single-use hand drying products or hand drying machines shall be provided in the toilet facilities.

16. A separate set of clean laundry – disposable napkins, towels and sheets or fabric towels and sheets – shall be used to serve each consumer.

17. At the place for the provision of services there are not less than two sets of work accessories prepared for work which, in conformity with the possible risk of infection of the work accessories, have undergone treatment in accordance with Annex 1 to this Regulation. Work accessories prepared for work shall be used for each consumer.

18. Work accessories and materials shall be used in accordance with the requirements specified in the instructions of the manufacturer.

19. Only such work accessories, materials, and cosmetic products shall be utilised for the provision of services which comply with the requirements of this Regulation and the laws and regulations applicable in the sector of beauty treatment and cosmetic products, as well as with the purpose of use thereof, which do not cause harm to human health and for which the manufacturer’s instructions are provided.

**III. Procedures for the Maintenance of Premises and the Equipment Thereof**

20. The service provider shall ensure that the premises for the provision of services are adjusted, fitted, and maintained, ensuring efficient cleaning of the premises.

21. All the premises and equipment placed therein shall be maintained in clean and working order, the cut hair shall be collected and placed in a waste container with a lid after each consumer has been serviced. The premises shall be cleaned at least once a day using washing and cleaning products. Separate cleaning equipment shall be used for cleaning the toilet facilities.

22. Washing, cleaning products, and disinfectants shall be prepared and used in accordance with the instructions for use.

23. Surfaces contaminated with blood or other biological liquids shall be treated with disinfectant complying with the instructions for use thereof.

24. A cosmetic chair (couchette) shall be disinfected after each consumer or covered with a single-use or fabric sheet which completely covers the contact surface and prevents the contamination thereof and which shall be replaced after the service of each consumer.

25. The used single-use work accessories, which have come into contact with blood, other biological liquids or body tissues, shall be placed into a waste container with a lid. Sharp single-use objects (for example, syringe needles, razor blades) shall be placed, immediately after use, in a separate labelled, lidded, unbreakable, puncture-resistant container intended for this purpose. The contents of the container shall be transferred for destruction as soon as it has been filled up by three quarters. The service provider shall ensure the collection of waste in accordance with the laws and regulations regarding waste management.

26. The used laundry shall be collected and stored in a separate bag or lidded container until washing.

27. The laundry shall be washed in an automatic washing machine at a temperature of at least 60° C. Where the laundry is contaminated with blood or other biological fluids, washing shall be ensured by means of disinfecting detergents.

28. The service provider shall prevent the contamination of laundry during washing, disinfection, transportation, and storage.

29. Watertight gloves shall be used when cleaning work accessories and surfaces, as well as collecting and transporting waste and dirty laundry.

**IV. Requirements for Providers of Mobile Beauty Treatment Services, for the Provision of Services, the Equipment and Work Accessories Thereof**

30. The requirements referred to in Chapter I, Sub-paragraphs 10.3 and 10.6, Paragraphs 16, 17, 18, 19, 22, 23, 24, 25, 26, 27, and 28 and Chapters V and VI of this Regulation shall also apply to a provider of beauty treatment services providing services outside the premises intended for the provision thereof and specially equipped for that purpose including at the place of residence thereof or of the consumer (hereinafter – the mobile service).

31. The mobile service provider is required to assess, prior to the provision of service, whether the room or place where the service is intended to be provided is suitable for the provision of mobile services:

31.1. the room or place has been cleaned prior to the provision of services;

31.2. a work surface which may be disinfected is available;

31.3. no smoking takes place in the room or place;

31.4. there is sufficient lighting and ventilation for the provision of a service in the room or place.

32. When providing the mobile service, the service provider shall ensure the safe storage and delivery of sets of work accessories to the consumer in closed, labelled containers in conformity with the level of risk of infection specified in Annex 1 to this Regulation, as well as ensure the safe storage and delivery of the used work accessories to the place of disinfection or sterilisation, preventing environmental contamination.

**V. Procedures for the Storage, Disinfection, and Sterilisation of Work Accessories**

33. The service provider shall develop a plan for the cleaning, disinfection, and sterilisation of equipment and work accessories in accordance with Annexes 1 and 2 to this Regulation.

34. The service provider shall ensure the processing of multi-use work accessories in accordance with Annex 1 to this Regulation and the cleaning, disinfection, and sterilisation plan referred to in Paragraph 33 of this Regulation.

35. The service provider shall not use the ultra-violet radiation equipment for the sterilisation of work accessories, but only for maintaining the level of disinfection achieved.

36. The service provider shall ensure the sterilisation of work accessories, taking into account the sterilisation mode specified in the instructions for use of the sterilisation equipment and the instructions of the manufacturer of the work accessories. The service provider shall choose sterilisation methods that provide for the destruction of viruses (hepatitis B, C, HIV), fungi, bacteria (such as a TB initiator) and their spores using saturated steam sterilisation (autoclaving) or hot air sterilisation.

37. The service provider shall not use ultrasound equipment for the sterilisation of work accessories.

38. The service provider shall store the disinfected and sterilised work accessories separately from the used accessories, ensuring that the clean work accessories do not come into contact with the used work accessories.

39. The service provider shall not store sterile work accessories in direct sunlight or in the vicinity of heating appliances.

40. The service provider shall regularly keep records of disinfection and sterilisation of multi-use work accessories. The date, type of cycle, and time of disinfection of work accessories shall be indicated when recording disinfection. The date, type of cycle, and time of sterilisation of work accessories shall also be indicated on the packaging when recording sterilisation. The service provider shall perform quality control of the steriliser operation in accordance with the requirements of the manufacturer of the equipment and document it.

**VI. Requirements for the Qualification of a Service Provider**

41. A service provider engaged in the provision of beauty treatment services shall have adequate knowledge of the hygiene, disinfection, and sterilisation requirements in the field of the provision of beauty treatment services.

42. If the service provider does not have a State recognised education document certifying the acquisition of an accredited vocational education programme in beauty treatment – a diploma or qualification certificate regarding a vocational secondary or a first level higher education in cosmetology – and he or she is not a certified medical practitioner, he or she shall acquire the education programme “Minimum hygiene requirements specified for the provision of beauty treatment services” in accordance with Annex 3 to this Regulation.

43. After the acquisition of the training programme, a certificate shall be issued to a person, which shall be issued by an institution which is entitled to provide training in accordance with Annex 4 (hereinafter – the certificate) to this Regulation.

44. Such person is entitled to present the training programme in conformity with Annex 3 to this Regulation who:

44.1. has acquired a first level higher vocational education in the field of beauty treatment;

44.2. has acquired a first level higher vocational education or a vocational bachelor’s degree in nursing or medical treatment or a second level higher vocational education in medicine and has acquired a working experience of at least two years in the field of the provision of beauty treatment services in the last five years.

45. The certificate shall be valid for five years from the day of the issue thereof. The certificate shall be issued repeatedly after repeated acquisition of the training programme.

46. An institution which is entitled to provide training shall keep records of training organised in conformity with the training programme specified in Annex 3 to this Regulation. The accounting documents shall be kept for six years and shall contain the following information:

46.1. regarding the training programme – the training topics, the number of hours, the given name, surname, and signature of the teacher, the given name, surname and signature of the training participant;

46.2. regarding persons who have acquired the training programme – the given name, surname, number and date of the issued certificate.

**VII. Closing Provisions**

47. The following are repealed:

47.1. Cabinet Regulation No. 22 of 16 January 2001, Regulations Regarding the Hygiene Requirements for Beauty Salons *(Latvijas Vēstnesis*, 2001, No. 11; 2008, No. 57; 2013, No. 223);

47.2. Cabinet Regulation No. 71 of 27 January 2009, Regulations Regarding the Hygiene Requirements for Hairdressing Salons *(Latvijas Vēstnesis*, 2009, No. 17; 2012, No. 62).

48. Paragraph 33 of this Regulation and the requirement referred to in Paragraph 34 regarding the treatment of work accessories in accordance with the cleaning, disinfection, and sterilisation plan referred to in Paragraph 33 of this Regulation, as well as Paragraphs 35, 40, and 42 of this Regulation shall come into force on 1 October 2019.

Prime Minister Māris Kučinskis

Minister for Health Anda Čakša

**Annex 1**

Cabinet Regulation No. 631

9 October 2018

**Breakdown of Beauty Treatment Services Equipment and Work Accessories According to the Potential Risk of Infection**

|  |  |  |  |
| --- | --- | --- | --- |
| Classification | Cleaning1 | Disinfection2 | Sterilisation3 |
| 1. Low risk of infection |
| Has no direct contact with the skin of the consumer or has contact only with healthy (undamaged) skin | Wash in warm water with a washing product, rinse in running water Drain | Disinfect with a low level disinfectant4, if necessary | — |
| Intended for contact only with healthy (undamaged) skin, but accidental contact with damaged skin is possible | Wash in warm water with a washing product, rinse in running water Drain | Disinfect with a medium level disinfectant5 | — |
| 2. Medium risk of infection |
| Has contact with damaged skin, mucous membranes, and blood but does not pierce it | Wash in warm water with a washing product, rinse in running water Drain | Disinfect with a high level disinfectant6 | If necessary7 |
| 3. High risk of infection |
| Pierces the skin, enters sterile tissue or encounters another sterile instrument before entry | Wash in warm water with a washing product, rinse in running water Drain | Disinfect with a medium or high level disinfectant | Autoclaving8 |

Notes.

1 If a multi-use work accessory must not be washed in accordance with its instructions for use, an ultrasonic cleaner may be used in addition when cleaning.

2 Disinfection shall be performed in a labelled container intended for this purpose (if the work accessory may be soaked or treated with a disinfectant available in a spray form). If the work accessory may not be soaked in accordance with its instructions for use, including parts and surfaces of the equipment, a spray disinfectant or disinfectant napkins shall be used or wiped with a cloth moistened with 70% alcohol solution. Disinfection shall be performed in accordance with the instructions for use of the disinfectant – adequate concentration shall be ensured and the exposure (effect) time of the disinfectant shall be taken into account. The disinfectant shall cover the entire surface of the work accessory. Disinfection shall not be performed by an ultrasonic cleaner and ultraviolet radiation (UV) equipment. Ultrasound equipment may be used in a disinfection process, provided that the pre-disinfection treatment of work accessories is ensured in accordance with this Annex (cleaning, washing, rinsing, draining) and a separate ultrasound equipment tank is used for the prepared solution of the disinfectant, also ensuring the other stages of the disinfection process (appropriate concentration of solution, surface coating, exposure time).

3 Sterilisation is the destruction of micro-organisms and their spores using methods capable of destroying micro-organisms and their spores, taking into account the prescribed exposure time (the guaranteed level of sterility, or the likely presence of a surviving micro-organism able to reproduce on the surface of the work accessory after the sterilisation process is 10-6 GSL). The sterilisation process is not ensured by UV equipment, ultrasonic cleaner, glass/quartz bead steriliser, boiling, microwave ovens, pressure boilers.

4 Low-level disinfection – destruction of bacteria (e.g. *S. aureus, P. aeruginosa)*, parts of fungal (e.g. *Aspergillus, Candida*) and coated viruses (e.g. human immunodeficiency (HIV), herpes, hepatitis B and C), taking into account the exposure time specified in the instructions for use of the disinfectant.

5 Medium-level disinfection – destruction of bacteria, coated and some uncoated viruses, mycobacteria and fungi, except for the destruction of bacterial spores, taking into account the exposure time specified in the instructions for use of the disinfectant.

6 High-level disinfection – destruction of bacteria, coated and uncoated viruses (for example, polio, coxsackievirus), mycobacteria, fungi and some bacterial spores, taking into account the exposure time specified in the instructions for use of the disinfectant.

7 Sterilisation shall be performed, including using hot air sterilisation equipment, if the service provider wishes to provide additional safety.

8 Hot air sterilisation equipment is used only for treating work accessories that will not be used in invasive manipulation, when providing a high-risk service.

Minister for Health Anda Čakša

**Annex 2**

Cabinet Regulation No. 631

9 October 2018

**Structure of a Plan for Cleaning, Disinfection, and Sterilisation of Beauty Treatment Services Equipment and Work Accessories**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Level of infection risk | Work accessories, equipment | Activities to be performed, regularity | Performer of work | Place of performance of work |
| High risk of infection |   |   |   |   |
| Medium risk of infection |   |   |   |   |
| Low risk of infection |   |   |   |   |

Minister for Health Anda Čakša

**Annex 3**

Cabinet Regulation No. 631

9 October 2018

**Training Programme “Minimum Hygiene Requirements Specified for the Provision of Beauty Treatment Services”**

|  |  |  |
| --- | --- | --- |
| No. | Topic | Duration of training (in minutes) |
| 1. | Infectious diseases and risk of spreading thereof during the provision of beauty treatment services | 60 |
| 2. | Measures for the reduction of the risk of infectious diseases | 330 |
| 2.1. | Personal hygiene requirements (clothing, use of gloves) | 90 |
| 2.2. | Methods of hand washing and disinfection |
| 2.3. | Methods of disinfection and sterilisation of work accessories | 180 |
| 2.4. | Maintenance of the premises for the provision of services and equipment thereof | 60 |
| 3. | Requirements of laws and regulations binding on the providers of beauty treatment services | 60 |
| 3.1. | Laws and regulations regarding chemical substances, biocides |  |
| 3.2. | Laws and regulations regarding waste management and collection of hazardous waste |  |
| 4. | Test of the acquired knowledge | 30 |

Minister for Health Anda Čakša

**Annex 4**

Cabinet Regulation No. 631

9 October 2018

**Certificate for the Acquisition of the Training Programme “Minimum Hygiene Requirements Specified for the Provision of Beauty Treatment Services”**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Issued to |   |   |   |   |
|   |   | (given name) |  | (surname) |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Personal identity number |   |   |   |   |   |   | - |   |   |   |   |   |   |

|  |  |  |  |
| --- | --- | --- | --- |
| Teacher of training programme |   |   |   |
|   | (given name) |  | (surname) |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Personal identity number |   |   |   |   |   |   | - |   |   |   |   |   |   |

|  |  |
| --- | --- |
| Amount of training programme (in hours) |   |
| Date of issue |   |
| Signature of the teacher of training programme |   |
| Issuer of certificate |   |
| (name of institution, address, |
|   |
| registration number, given name, surname of a teacher) |
| Signature of the head of the institution |   |

Place for a seal

Certificate issued in accordance with Cabinet Regulation No. 631 of 9 October 2018, Hygiene Requirements for the Provision of Beauty Treatment Services.

Minister for Health Anda Čakša