



Construction of Hair, Beauty and Skin Penetration business guidelines

Plans and specifications

Prior to undertaking any construction submit plans which:

- a) Are drawn accurately to a scale of not less than 1:100.
- b) Describe the layout of the premises showing what each area is used for.
- c) Describe the layout of the premises showing the positions of cleaning areas, handwashing basins, equipment, appliances and other fixtures.
- d) A checklist is to be provided detailing the types of finishes of the walls, floor in the premises and adequate information to demonstrate the premises meets the following requirements.

General premises requirements

The premises should be designed to provide separate area for conducting procedures and for cleaning and sanitisation/sterilisation. Workflow should be designed to ensure movement of instruments/equipment in a one way direction from dirty to clean to sterile.

Floors, walls & ceilings

The floor, walls and ceiling of every area in the premises shall be:

- a) Constructed of a smooth, durable and impervious material
- b) Constructed without cracks or open joints
- c) Can be easily cleaned

Lighting

Adequate lighting should be provided in all areas.

Ventilation

Adequate ventilation shall be provided to ensure that any odours/fumes generated are sufficiently dispersed.

Handwashing facilities

For all beauty therapy premises a handbasin must be accessible for each treatment room.

The handwash basin must be a permanent fixture, plumbed and be supplied with:

- a) Soap (liquid soap recommended)
- b) Paper towels or hand drying equipment approved by the Council
- c) An adequate supply of hot and cold water through a single tap.



Where skin penetration, for example, electrolysis, acupuncture, tattooing, etc., is performed, the hand basin must be controlled by an approved hands free device. This device may be foot/knee operated or sensor tap.

The hands free hand washing basin must be installed in the immediate area/room where skin penetration is carried out. Where two rooms are used for skin penetration, two hand basins are required.

Furniture and equipment

Shelves, benches and tables (on which tools of trade or instruments are placed) are to be made of a durable, smooth and impervious material.

Cleaning sink

A separate sink to the hand basin, equipped with hot and cold water shall be provided for the purpose of washing equipment and implements. This is to be located in the cleaning area.

Where tattooing is performed the cleaning sink must be located in a separate room to the treatment room.

Storage facility

Appropriate storage should be provided for the following:

- a) Clean or sterile articles to protect them from contamination.
- b) Dirty items such as linen, towels and protective clothing prior to washing.
- c) Chemicals to ensure that they are in a secure location provided with adequate ventilation.
- d) The storage of outdoor clothing, soiled uniforms, footwear and other personal effects of staff, in order to prevent the risk of infection.

Rubbish storage

An adequate number of bins with tight fitting lids are to be provided for the disposal of all hair, paper and other trade waste.

Infectious waste

An approved sharps disposal bin is required for disposal of infectious waste items such as razors and needles, etc. Infectious waste must be disposed of in accordance with EPA requirements.

Registration

Prior to the business operating, the proprietor must make an application on the prescribed form, (attached) and pay the registration fee.

If you would like further information regarding specific requirements, please contact your local Environmental Health Officer on 03 9209 6292.

Attachments

[Application for Approval of Public Health and Wellbeing Act \(DOCX 123 KB\)](#)



City of Port Phillip

99a Carlisle Street, St Kilda, VIC 3182

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