



Note: This guidance is no longer in effect. Most businesses now follow the [COVID-19 Prevention Emergency Temporary Standards](#). Visit the California Department of Public Health's [COVID-19 website](#) for the current COVID-19 public health guidance. This document is provided only for historical purposes.

Cal/OSHA COVID-19 General Checklist for Hair Salons and Barbershops

October 20, 2020

This checklist is intended to help hair salons and barbershops implement their plan to prevent the spread of COVID-19 in the workplace and is supplemental to the [Guidance for Hair Salons and Barbershops](#). This checklist is a summary and contains shorthand for some parts of the guidance; familiarize yourself with the guidance before using this checklist.



Contents of Written Worksite Specific Plan

- ☐ The person(s) responsible for implementing the plan.
- ☐ A risk assessment and the measures that will be taken to prevent spread of the virus.
- ☐ Use of face coverings, in accordance with the [CDPH guidance](#).
- ☐ Training and communication with workers and worker representatives on the plan.
- ☐ A process to check for compliance and to document and correct deficiencies.
- ☐ A process to investigate COVID-cases, alert the local health department, and identify and isolate close workplace contacts of infected workers.
- ☐ Protocols for when the workplace has an outbreak, in accordance with [CDPH guidance and recommendations and orders from the local health department](#).
- ☐ A process to notify in writing all employees and employers of subcontracted employees present when there is an outbreak, and report outbreaks to the local health department, as required under [AB 685](#).



Topics for Worker Training

- ☐ Information on [COVID-19](#), preventing spread, and who is especially vulnerable.
- ☐ Self-screening at home, including temperature and/or symptom checks using [CDC guidelines](#).
- ☐ The importance of not coming to work if employees have symptoms of COVID-19 as described by the CDC, such as a frequent cough, fever, difficulty breathing, chills, muscle pain, headache, sore throat, recent loss of taste or smell, congestion or runny nose, nausea or vomiting, or diarrhea, or if they or someone they had contact with has been diagnosed with COVID-19.
- ☐ To return to work after a COVID-19 diagnosis only after meeting [CDPH Guidance on Returning to Work or School Following COVID-19 Diagnosis](#)
- ☐ When to seek medical attention.

- ☐ The importance of hand washing and types of hand sanitizers to use.
- ☐ The importance of physical distancing, both at work and off work time.
- ☐ Proper use of face coverings, including information in the [CDPH guidance](#).
- ☐ Information on paid leave benefits, including the [Families First Coronavirus Response Act](#) and other [government programs supporting sick leave and workers' compensation for COVID-19](#).
- ☐ Train independent contractors, temporary, or contract workers in these items and ensure they have necessary PPE.



Individual Control Measures & Screening

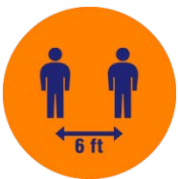
- ☐ Symptom screenings and/or temperature checks.
- ☐ Encourage workers and customers who are sick or exhibiting symptoms of COVID-19 to stay home.
- ☐ Provide and ensure workers use all necessary PPE, including eye protection, face shields, and protective gloves.
- ☐ Provide disposable gloves to workers for services that require them, such as chemical hair services.
- ☐ Consider gloves a supplement to frequent hand washing for other cleaning, tasks such as handling commonly touched items or conducting symptom screening.
- ☐ Consider glasses, goggles, or face shields in addition to face coverings when providing services, particularly face-to-face encounters.
- ☐ Contact customers before visits and ask if they or someone in their household has COVID-19 symptoms, and if so, reschedule. Ask customers to use their own face coverings and come with freshly cleaned hair. Ask customers not to bring children or others with them.
- ☐ Remind customers in advance to bring a face covering or they will not be allowed to enter the premises, unless exempted per the CDPH guidance. Consider making face coverings available for guests who arrive without them.
- ☐ Screen customers on arrival and reschedule those who indicate signs of illness.
- ☐ Display guidelines for customers as a condition of entry, including to wear face coverings, use hand sanitizer, and maintain physical distancing, and make them available digitally.



Ventilation, Cleaning, and Disinfecting Protocols

- ☐ Where possible, install upgrades to improve air filtration and ventilation.
- ☐ Check the [CDPH website](#) periodically for updates on indoor air quality and ventilation guidance for airborne diseases in indoor settings.
- ☐ Coordinate with coworkers, fellow tenants, booth renters, and/or workers for cleaning at the beginning and end of each shift and between customers. Perform thorough cleaning in high-traffic areas.
- ☐ Frequently disinfect commonly used surfaces.
- ☐ Encourage use of credit cards and contactless payment, or have customers use exact cash or check.

- ☐ Install touchless faucets, soap, paper towel, and hand sanitizer dispensers. Remove any unnecessary products from the restroom. Refill dispensers regularly.
- ☐ Ensure all water systems are safe to use to minimize risk of [Legionnaires' disease](#).
- ☐ Equip reception areas and workstations with proper sanitation products, including hand sanitizer and sanitizing wipes and ensure availability.
- ☐ Thoroughly clean display areas. Remove and discard any "test" products.
- ☐ Clean workstations, equipment, and tools thoroughly and frequently, including between each customer appointment. Follow the directions in the guidance for different types of tools and equipment.
- ☐ Clean and disinfect all handles, hoses, spray nozzles, and other equipment before and after use on a customer. Thoroughly clean and sanitize chairs, headrests, shampoo bowls, and other items between each uses.
- ☐ Use paper covers, sheets, or clean towels and dispose of or clean between customers.
- ☐ Immediately throw away single-use items, such as disposable neck strips, after use. Never use product samples.
- ☐ Place dirty linens in closed containers after each customer, for proper laundering.
- ☐ Clean floors using a vacuum with HEPA filter or other methods that do not disperse pathogens into the air.
- ☐ Provide time for workers to implement cleaning practices during shifts as part of the workers' job duties.
- ☐ Use products approved for use against COVID-19 on the [Environmental Protection Agency \(EPA\)-approved](#) list and train workers on chemical hazards, product instructions, ventilation requirements, Cal/OSHA requirements, and the CDPH [asthma-safer cleaning methods](#).
- ☐ Avoid sharing phones, tablets, laptops, desks, pens, and other work supplies whenever possible. Never share PPE.



Physical Distancing Guidelines

- ☐ Implement measures to physically separate workers by at least six feet using measures such as physical partitions or visual cues (e.g., floor markings, colored tape, or signs to indicate to where workers/customers should stand).
- ☐ Use Plexiglas or other barriers where physical distancing cannot be maintained.
- ☐ Consider offering workers who request modified duties options that minimize their contact with customers and other employees.
- ☐ Stagger appointments and suspend walk-ins.
- ☐ Implement virtual check-in technology and have customers wait outside.
- ☐ Prop doors open if they do not open and close automatically.
- ☐ Avoid handshakes, hugs, or similar greetings that break physical distance.
- ☐ Discourage workers from congregating in high-traffic areas.
- ☐ In break rooms, use barriers or increase distance between tables/chairs. Provide outdoor break areas with shade and seating arrangements that ensure physical distancing.

- Adjust any staff meetings to ensure physical distancing and use phone or webinars if possible.

