Salon chemical handling procedure

SOP TEMPLATE

Check this template against your local regulations and your own policies before you use it.

SOP no.		Version		Effective date	
Owner		Approver		Review date	

Purpose

To protect staff and clients from harm caused by salon chemicals.

Scope

Every chemical used in the salon, from colour and perm solutions to nail products and cleaners.

Responsibilities

Role	Responsibility
All staff	Use chemicals as this procedure and the safety data sheets say.
Salon manager	Keeps the chemical register, supplies gloves and reviews incidents.

What you need

- Safety data sheets for every product
- Nitrile gloves and aprons
- A ventilated mixing area

Procedure

1. **Keep safety data sheets**

   Keep a current safety data sheet for every chemical, and a register of what is stored.

2. **Store safely**

   Store chemicals in their original containers, closed, away from heat and out of clients' reach.

3. **Mix only what you need**

   Mix colour and treatments in the mixing area, as the maker says, and only enough for the client.

4. **Protect your skin**

   Wear gloves for mixing, applying, rinsing and cleaning. Dry hands fully and moisturise.

   > **Caution:** Report any itching, redness or cracked skin early. Hairdressers are at high risk of dermatitis.

5. **Keep air moving**

   Use ventilation or extraction, especially for bleach, acrylics and keratin treatments.

6. **Handle spills and first aid**

   Clean spills as the safety data sheet says. For eye contact, rinse with water at once and get help.

7. **Dispose correctly**

   Dispose of leftover chemicals and empty containers as the label and local rules say.

Records

- The chemical register and safety data sheets.
- Incident reports for skin problems and exposures.

Related documents

- Consultation and patch test procedure

Revision history

Version	Date	What changed	Approved by