



# Green & Clean Program Hair Salon Application



<b>Name of Business</b>	
<b>Owner Name</b>	
<b>Manager Name</b>	
<b>Business Address</b>	
<b>Business Phone Number</b>	
<b>Secondary Phone Number</b>	
<b>Services Provided at Salon</b>	<input type="checkbox"/> Hair styling (all types) <input type="checkbox"/> Nails <input type="checkbox"/> Skin care (facials) <input type="checkbox"/> Eyelash extensions <input type="checkbox"/> Permanent cosmetics <input type="checkbox"/> Waxing
<b>Number of Staff</b>	Full Time: Part Time:

**Eligibility:** This checklist can only be used by businesses that primarily provide hair services and do not offer nail services.

**Qualification**

To be considered for membership to the Green & Clean Program, you must meet all criteria listed in Section I. Items listed in Sections II and III earn you up to four leaves. To qualify for Green & Clean recognition, you must achieve at least one leaf. Additional items earn you additional leaves. The minimum number of items from each section needed to get one or more leaves is listed below:

Number of Leaves	Number of Items from Section II	Number of Items from Section III
1	5	4
2	7	6
3	9	8
4	11	10

**Certification:** I volunteer to uphold the standards of the Green & Clean Business Recognition Program by properly managing and reducing hazardous waste. If my business no longer meets program requirements, I will notify the Boston Public Health Commission of the issue. I will also refrain from promoting my business as Green & Clean to my customers and using the Green & Clean logo in promotional efforts until the issue is resolved. I understand that the use of the Green & Clean logo is a privilege and that the Green & Clean Business Recognition Program owns the rights to the logo. I understand that Green & Clean recognition does not constitute a recommendation or endorsement by the Boston Public Health Commission of the quality of my business's goods or services.

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Owner Signature Date

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Print Name

I. Mandatory items.	
	1. Salon has a current license from the MA Board of Cosmetology.
	2. Salon maintains proper housekeeping and complies with regulatory requirements at all times.
	3. Salon has received at least one training from the Environmental Health Office within the past three years. Date of training: _____
	4. Disinfect all combs/razors/scissors after each customer using one of the following: <ul style="list-style-type: none"> <li>• Bleach</li> <li>• Hospital-grade disinfectant</li> <li>• Dry heat sterilizer or autoclave</li> </ul>
	5. Staff wear gloves when performing ALL chemical-based hair services (dyes, straightening, relaxing, etc.).
	6. ONE employee (NOT the owner or manager) must be able to give an example of a Green & Clean practice. Name of employee: _____ Answer: _____
	7. ONE employee (NOT the owner or manager) must be able to explain one way to reduce chemical exposure. Name of employee: _____ Answer: _____

II. Reduce chemical exposure.	
	1. Salon use 50% or more hair products (shampoos, conditioners, and treatments) that are unscented and do NOT contain “fragrance” as an ingredient.
	2. Salon uses NO air fresheners, room deodorizing sprays, scented cleaning products, or other scented general maintenance supplies.
	3. ONE employee (NOT the owner or manager) must be able to explain what an MSDS is and locate the MSDS in the salon. Name of employee: _____ Answer: _____
	4. Salon uses ONLY cleaning products that are Green Seal Certified, EcoLogo Certified, or EPA Safer Choice Certified. Tip: Look on the back of the bottle for a logo indicating that the product has met the certification standards for one of these three certifications.
	5. Salon offers staff masks appropriate for the services the salon provides.
	6. Salon has and operates <u>mechanical</u> general room ventilation.
	7. Salon has installed and uses local exhaust ventilation that exhausts directly to the outside of the building (no filtration or recirculation of air) when providing chemical services. ** Counts as two items plus an automatic 1-leaf bonus!**
	8. Salon has an eye wash station in case of splashing incidents. Tip: Check the eye wash station’s bottles of solution to make sure they haven’t expired, as you will not qualify for this item if bottles are expired.
	9. Staff wear safety glasses when providing chemical services such as: <ul style="list-style-type: none"> <li>• Keratin hair treatments</li> <li>• Brazilian hair straightening treatments</li> <li>• Smoothing/straightening/relaxing treatments</li> <li>• Permanent wave solutions</li> <li>• Deep conditioners</li> <li>• Other chemical-based treatments</li> </ul>
	10. The salon has pledged to provide no more than 1 formaldehyde-based service (keratin, Brazilian blowout, Japanese hair straightener, and similar) per day. Note: Formaldehyde may also be called methylene glycol, formalin, methylene oxide, paraform, formic aldehyde, methanol, oxomethane, oxymethylene, methylaldehyde, CAS Number 50-00-0, etc. Note: To receive a point for this item, the salon must prominently post a sign (easily seen by customers) that says, “To protect your health, we pledge to offer no more than 1 chemical-based service per day that contains formaldehyde.” Note: If salon achieves this item, they cannot receive credit for #12.

	<p>11. Salon offers NO formaldehyde-based services (keratin, Brazilian blowout, Japanese hair straightener, and similar).</p> <p>Note: Formaldehyde may also be called methylene glycol, formalin, methylene oxide, paraform, formic aldehyde, methanol, oxomethane, oxymethylene, methylaldehyde, CAS Number 50-00-0, etc.</p> <p>Note: To receive a point for this item, the salon must prominently post a sign (easily seen by customers) that says, "To protect your health, we pledge to offer no chemical-based services that contain formaldehyde."</p> <p>Note: If salon achieves this item, they cannot receive credit for #11.</p>
	<p>12. Salon has pledged to provide no more than 3 hydroxide-based services (relaxer, texturizer, etc.) per day.</p> <p>Note: Hydroxides may include sodium hydroxide, calcium hydroxide, etc.</p> <p>Note: To receive a point for this item, the salon must prominently post a sign (easily seen by customers) that says, "To protect your health, we pledge to offer no more than 3 chemical-based service per day that contains a hydroxide like sodium hydroxide or calcium hydroxide."</p> <p>Note: if salon achieves this item, they cannot receive credit for #14.</p>
	<p>13. Salon offers NO hydroxide-based services (relaxer, texturizer, etc.).</p> <p>Note: Hydroxides may include sodium hydroxide, calcium hydroxide, etc.</p> <p>Note: To receive a point for this item, the salon must prominently post a sign (easily seen by customers) that says, "To protect your health, we pledge to offer no chemical-based services that contain a hydroxide like sodium hydroxide or calcium hydroxide."</p> <p>Note: if salon achieves this item, they cannot receive credit for #13.</p>
	<b>Total Number of Items from Section II</b>

<b>III. Protect the environment.</b>	
	<p>1. Salon uses ONLY paper towels and toilet paper made from unbleached and/or chlorine-free paper and/or paper made of at least 30% post-consumer recycled content.</p> <p>Tip: Look for logos indicating "chlorine free," "printed on recycled paper," Green Seal Certification, or Eco Logo Certification. Paper that <i>can be recycled</i> does not qualify.</p>
	<p>2. Salon composts or recycles hair clippings.</p> <p>Name of company used: _____</p>
	<p>3. Salon recycles common products (cans, bottles, paper, plastic).</p>
	<p>4. Salon has installed low flow aerators in ALL faucets and showerheads to reduce the flow of water from the faucet without reducing water pressure.</p> <p>Tip: Your water utility may provide these for free. Ask them!</p>
	<p>5. Salon does not have plastic bags available for customer use.</p>
	<p>6. Salon uses only LED light bulbs approved by Energy Star.</p>
	<p>7. Salon supplies Green &amp; Clean handouts and reading materials in the customer waiting area.</p>
	<p>8. At least 50% of salon lighting is controlled by sensor-activated light switches.</p>
	<p>9. At least 50% of salon sinks have sensor-activated or spring-operated self-closing faucets.</p>
	<p>10. Salon uses a programmable thermostats (or timer switches on space heaters) to control heating and air conditioning throughout the space.</p>
	<p>11. Salon purchases green energy to supplement or offset National Grid or Eversource energy usage.</p> <p>Tip: Ask your utility company what they offer.</p>
	<b>Total Number of Items from Section III</b>

## Appendices

### **Section I Appendix**

All hair salons MUST meet these requirements in order to be considered for recognition by the Green & Clean Program. Failure to meet any of these requirements will result in the salon being ineligible to participate in the Green & Clean Program.

1. All hair salons must receive a license to operate from the MA Board of Cosmetology. The outreach worker will check to make sure your license has not expired. The outreach worker will look for the salon's permit and make sure it hasn't expired. It should be posted where customers and inspectors can see it right away.

2. The outreach worker will look to see if the salon is kept in a clean and organized fashion (including, but not limited to clean floors, clean tools, clean towels, chemicals stored appropriately, etc.). If the outreach worker notices any areas that need some improvement, the outreach worker will take pictures of the areas. The salon will not be able to become recognized as Green and Clean until the corrections have been made to these areas.
3. New Green & Clean businesses must have received a training before being eligible for recognition by the Green & Clean Program. You can sign up for a Green & Clean training by calling 617-534-5965. The outreach worker will check the training records in the office before coming to do your Green & Clean assessment to make sure you meet this requirement. Businesses that have received past recognition must receive training every 3 years.
4. Self-explanatory.
5. The outreach worker will look to see if there are gloves in the salon and whether employees are wearing gloves when providing chemical hair services.
6. Self-explanatory.
7. Self-explanatory.
8. Self-explanatory.

## Section II Appendix

1. The hair salon must have and use products that, for at least 50% of them, do not contain “fragrance” as an ingredient. Fragrances add chemicals to the air and can trigger asthma or allergic reactions for both workers and customers. Essential oils are an alternative to “fragrance” that products can contain.
2. No fragrances (air fresheners, scented cleaning products, etc.) can be used in the salon. Fragrances add chemicals to the air and can trigger asthma or allergic reactions for both workers and customers. Look for plug-in air fresheners, spray air fresheners in bathrooms, and cleaning products that say “fresh flower scent,” etc. If any of these are present, no credit is earned. There is no alternative scent to these fragrances – get rid of them all and simply use ventilation to remove any strong odors.
3. An employee chosen at random must be able to both locate and correctly explain what an MSDS is in order for you to receive credit for this item. The salon must store all MSDS for all products used in the salon in a binder or folder easily located by employees.
4. Look for the following logos on the back label of your cleaning products. All cleaning products must show this label to receive credit for this item.



5. Does the salon have masks available for staff? If so, are they stored correctly, and are they appropriate for the services the salon provides?
  - P100 respirator filter (such as the 3M 60925 filter) for products containing formaldehyde (such as keratin and Brazilian blowout)
  - N, R, or P100 respirator filter (such as an N95 mask) for products containing hydroxides (such as relaxers, texturizers, etc.)
  - ABEK (EN14387) respirator filter (such as the 3M 8822 or 8810 filter) for products containing thioglycolic acid

**3M**



3M 60925 filter on mask



3M N95 mask



3M8822 mask

6. The salon must have mechanical general room ventilation installed. The outreach worker will look for ceiling vents. Baseboard heat does not qualify as mechanical general room ventilation, nor does a window air conditioning unit, electric fan, or similar.

7. The salon must use a “source capture” local exhaust ventilation system that captures fumes from close to the source and exhausts them directly to the outside. Ventilation systems that filter air and/or recirculate it back into the room rather than outside do not qualify, nor do ceiling-level ventilation systems that are far from the source. This counts as two items, plus a 1-leaf bonus.
8. An eye wash station can help you flush the chemicals from the eyes in case of exposure. They can either be plumbed into the salon or be individual bottles of saline mounted on the wall. If you have individual bottles, make sure their expiration date is current. The outreach worker will check to make sure the bottles are mounted on the wall, and that the solution has not expired.



9. Safety glasses protect the eyes from minor chemical splashes but not from chemical fume exposure to the eyes.



10. The outreach worker will ask you how many formaldehyde-based services (Brazilian blowouts, keratins, and similar services) the salon provides on their busiest days. If they indicate providing few of these services, the salon should not have large quantities of these products stored in the salon. The salon must have and post a sign that says, “To protect your health, we pledge to offer no more than 1 chemical-based service per day that contains formaldehyde.” If the salon receives credit for this item, they cannot also claim credit for #12.
11. The outreach worker will ask you how many formaldehyde-based services (Brazilian blowouts, keratins, and similar services) the salon provides on their busiest days. If they indicate that they do not provide this service, the salon should not have large quantities of these products stored in the salon. The salon must have and post a sign that says, “To protect your health, we pledge to offer NO chemical-based services that contain formaldehyde.” If the salon receives credit for this item, they cannot also claim credit for #11.
12. The outreach worker will ask you how many hydroxide-based services (perms, relaxers, texturizers, and similar services) the salon provides on their busiest days. If they indicate providing few of these services, the salon should not have large quantities of these products stored in the salon. The salon must have and post a sign that says, “To protect your health, we pledge to offer no more than 3 chemical-based services per day that contains hydroxides like sodium hydroxide and calcium hydroxide.” If the salon receives credit for this item, they cannot also claim credit for #14.
13. The outreach worker will ask you how many hydroxide-based services (perms, relaxers, texturizers, and similar services) the salon provides on their busiest days. If they indicate that they provide none, the salon should not have large quantities of these products stored in the salon. The salon must have and post a sign that says, “To protect your health, we pledge to offer NO chemical-based services that contain hydroxides like sodium hydroxide and calcium hydroxide.” If the salon receives credit for this item, they cannot also claim credit for #13.

### Section III Appendix

1. Both toilet paper and paper towels must be made of unbleached and/or chlorine-free paper with at least 30% recycled content in order to receive credit for this item. Logos that say “recyclable” or have the “recycle” logo mean that the product can *be* recycled, not that it’s *made of* recycled materials. Look for logos such as:



2. Salons must provide receipts or similar proof of enrollment in hair recycling or compost program. Hair can be used in gardening (as mulch, as a weed suppressant, as a fertilizer trap, and as animal/insect repellent), to soak up oil spills in roads and water, etc. Example programs include, but are not limited to:
  - TerraCycle: [https://www.terracycle.com/en-US/zero\\_waste\\_boxes/hair](https://www.terracycle.com/en-US/zero_waste_boxes/hair)
  - Matter of Trust: <http://matteroftrust.org/297/clean-wave-program>
3. The salon must have a designated receptacle (box, container, bin, etc.) labeled with the word “Recycling” or similar.
4. You know if an aerator has been installed on the faucet when there is a number imprinted on the tip of the faucet and it is less than 2.75 GPM.
5. The salon should not supply plastic bags to give to customers for items purchased at the salon. Plastic bags that are recycled from other shops are allowed to be used. However, the salon should try and use recycled paper or canvas bags to give to customers, or customers can simply carry the item(s) out in their own bag.
6. Energy Star light bulbs meet certain standards for efficiency, consistency, quality, and energy usage. Look for the Energy Star logo on your LED light bulbs or when purchasing LED light bulbs.



Some examples of LED and fluorescent bulbs include:



LED bulb



LED lights on a string



Fluorescent tube



Fluorescent bulb

7. Self-explanatory.
8. At least half of the salon’s light switches must be able to automatically shut off when the room is empty. Switches that run on a timer also count. An example of a sensor switch:



9. At least half of the salon’s faucets must have auto-off sensors. These will have an infrared sensor on them, usually near the bottom that looks like the one shown. Spring-loaded faucets also count. An example of an automated faucet:



10. Businesses may consult the following website, maintained by the US government’s Department of Energy, to identify where they can buy green energy for their business. To claim these points, we require a copy of the salon’s bill indicating purchase of green energy or a photo of their bill for review. [http://apps3.eere.energy.gov/greenpower/buying/buying\\_power.shtml?state=MA&print](http://apps3.eere.energy.gov/greenpower/buying/buying_power.shtml?state=MA&print)
11. Thermostats should all be digital and programmable. Space heaters should be connected to timers. Thermostats should be set for a season-appropriate nighttime drop in temperature and not just on “manual” setting.

