

Make-up Designory's Health & Wellness Plan 9/21/2022

With the health and safety of our students, customers, and staff being our highest priority, Make-up Designory developed a plan to help mitigate the chance of contracting illness in our facilities. Outlined below are updated procedures and guidance. This policy statement is intended to provide guidance to the MUD community, relay related company policies and explain safe procedures for applying make-up. Community members are encouraged to consult current public health announcements and are advised that this document is not intended to replace or supersede those governmental advisements.

Personal Protection Protocol

Students are responsible for their own personal protection.

Hands must be sanitized for the following:

- Setting up a make-up station
- Returning to a make-up station
- Prior to applying make-up
- After touching your own face or hair
- Prior to replacing a mask
- Touching anything, other than model or your station

Gloves may be used by students; however, a fresh pair of gloves must be worn for all the situations mentioned above.

Station Setup Requirements

The make-up station must meet a higher standard of protection to ensure make-up and tools are not contaminated. A student must ensure that their station and surrounding area, including the make-up chair, are cleaned after each use.

- All tools and brushes must be stored in a closed container or placed on a clean station mat and covered with a clean towel.
- All make-up must be in a closed container, make-up should never be left open.
- A cup or space on the right side of the station that is labeled soiled for used brushes and tools.
- Station must include:
 - Hand Sanitizer
 - Alcohol 70% or greater

- Brush Cleaner
- Mixing Palette
- Palette knife
- Tissues

Tool Cleaning and Sanitation Procedures

- Combs, hairbrushes, hair clips, pencil sharpeners, and all metal tools are cleaned by removing make-up, hair, or debris and then chemically sanitized with an EPA approved disinfectant such as Barbicide after each use by submerging the tools in the solution for ten minutes.
- Brushes are cleaned with a professional brush cleaner between each model. Submerge the bristles of the brush into Cinema Secrets brush cleaner, then move the brush back and forth across a tissue to remove make-up and debris. Once the brush is cleaned of all make-up, submerge the bristles in the brush cleaner for 30-seconds and allow to dry covered on the clean station.
- Sanitize palettes after each use by wiping the palette clean. Then spray 70% or higher alcohol onto the palette and keep wet for 10-seconds.
- Sponges and puffs are discarded after each model.
- Mascara wands are discarded after each model. Never return to a mascara container after you have touched someone's eye or skin with the wand.
- All containers must be clearly marked.
- Use a clean sanitary placemat for your station.
- Clean tools and brushes must be covered.
- Use a disposable cover cloth to protect the model's clothing.
- Clean face shields with 70% or higher alcohol by wetting the surface for 10-seconds and then wiping clean.
- Protective face coverings are discarded after each model. Clean hands with hand sanitizer prior to touching the new mask.

Make-up Product Usage Requirements

- Never leave product containers open or exposed.
- Never dip directly into any product.
- Use a palette knife to scoop out a small amount of product onto a clean palette and work directly from the palette.
- Use a palette knife to scoop cream products from a container.
- Use a palette knife to scrape color from lipstick.
- Squeeze mascara and Brow Fix directly onto the palette.
- Liquid make-up is poured or pumped from the container onto the palette or color cup.
- Eye and lip pencils are sharpened before use with a clean sharpener.
- Powdered eye and cheek colors are scraped directly into a tissue or palette for use.
- Cake eyeliner is scraped from the container onto the palette.



Advice on Staying Healthy

- Avoid close contact with people who are sick.
- Wash your hands with soap and water regularly.
- Clean hands with alcohol-based hand sanitizers when unable to wash.
- Try not to touch your eyes, nose, and mouth with unwashed hands.
- Stay home when you are sick.
- Cough or sneeze into a tissue or your elbow. If you use a tissue, wash your hands afterwards.
- Clean and disinfect frequently touched objects and surfaces.