



CIDESCO BEAUTY AND / OR SPA SALON RULES

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(09GA16)

CONTENTS INDEX

1	SECTION 1 GENERAL RULES	3
1.1	General Rules.....	3
1.2	Pursuit to the interest of CIDESCO	3
1.3	Premises and Facilities of Beauty Salon	3
1.4	Products.....	4
1.5	Client Records	4
1.6	Premises and Facilities - Spa.....	4
2	SECTION 2 ACCREDITATION PROCEDURE.....	5
2.1	Documents.....	5
2.2	Application	5
3	SECTION 3 RIGHTS AND OBLIGATIONS	5
3.1	CIDESCO Reputation	5
3.2	Observance of CIDESCO Standards and CIDESCO Rules and Regulations.....	5
4	SECTION 4 FINANCIAL OBLIGATIONS (see Annex 1)	5
4.1	Financial Obligations.....	5
5	SECTION 5 CHANGE OF OWNERSHIP OR LOCATION	6
5.1	Notification to CIDESCO	6
6	SECTION 6 WITHDRAWAL OF CIDESCO ACCREDITATION.....	6
6.1	Reasons for Withdrawal	6
7	SECTION 7 RESIGNATION	7
7.1	Notice of Resignation	7
7.2	Financial Consequences of Resignation	7
7.3	Further Consequences of Resignation	7
8	SECTION 8 TRANSITIONAL RULES	7
8.1	Transition.....	7

1 SECTION 1 GENERAL RULES

1.1 General Rules

- 1.1.1 By accrediting Beauty Salons/Spas, CIDESCO, Comité International d'Esthétique et de Cosmétologie (hereinafter called CIDESCO) aims to provide a uniform high standard of services at an international level.
- 1.1.2 The applying Beauty Salon/Spa (hereinafter called Salon/Spa) seeking CIDESCO Accreditation must be established as an independent legal entity in their own country.
- 1.1.3 CIDESCO Accreditation cannot be sold or transferred. Upon change of ownership and or premises, Section 5 applies.
- 1.1.4 CIDESCO through its appointed representative is entitled – at any time to carry out an unannounced inspection to ensure that the CIDESCO standards are upheld.
- 1.1.5 Salon/Spa staff must be adequately trained and qualified in the services offered; all therapists must have relevant qualifications.

1.2 Pursuit to the interest of CIDESCO

- 1.2.1 The Accredited Salon/Spa shall actively support and promote the interests of CIDESCO, including the employment of CIDESCO Diploma holders and being a member of the National CIDESCO Section.
- 1.2.2 The Accredited Salon/Spa shall strictly abide by the latest applicable version of the CIDESCO Trademark Rules (see Annex 3).
- 1.2.3 Professional ethics and conduct should be maintained in accordance with the latest applicable version of the CIDESCO Code of Ethics (see Annex 2).

1.3 Premises and Facilities of Beauty Salon

- 1.3.1 The Accredited Salon/Spa shall maintain appropriate insurance for its premises and facilities and clients.
- 1.3.2 The Accredited Salon/Spa must have running cold and hot water. A shower is recommended for body treatments. Sanitary toilet facilities appropriate to the number of clients and staff must be available.
- 1.3.3 The treatment rooms must be clean, well lit, well ventilated and of an appropriate temperature.
- 1.3.4 The Accredited Salon/Spa should have a high standard of hygiene which must be observed according to the CIDESCO Hygiene guidelines.
- 1.3.5 National/local Occupational Health and Safety Regulations must be adhered to in all treatment rooms.

- 1.3.6 An Accredited Salon/Spa must have the following compulsory equipment:
- Autoclave or equivalent heat method of sterilization
 - Other suitable methods of sterilization for items which may be unsuitable for an autoclave
- 1.3.7 The Equipment List must be supplied to CIDESCO, should be in ratio to the number of treatment rooms and must be kept in good working order and be regularly serviced. This equipment will be checked by an appointed CIDESCO representative during a visit.
- 1.3.8 Local or national laws regarding the equipment must be strictly observed.

1.4 Products

- 1.4.1 Professional skincare/body care/cosmetic products suitable for different skin types and treatments as well as appropriate information on such products shall be available. Professional products shall also be available for retail.

1.5 Client Records

- 1.5.1 A professional system of client records shall be maintained. The Accredited Salon/Spa shall keep records of appointments.

1.6 Premises and Facilities - Spa

- 1.6.1 The client facilities must always represent and reflect a high professional standard.
- 1.6.2 All therapists must have relevant spa qualifications.
- 1.6.3 Minimum Spa Facilities:

The Spa must at least have the following facilities:

- Toilet facilities
 - Changing areas
 - Showers
 - Lockers
 - Relaxation area
- 1.6.4 All precautions must be taken to ensure that the highest standards of hygiene are maintained, especially when dealing with water management issues, maintenance and cleaning of the spa equipment in line with industry requirements. Electrical compliance certification is essential.

2 SECTION 2 ACCREDITATION PROCEDURE

2.1 Documents

2.1.1 Applications for Salon/Spa Accreditation can only be processed on the official CIDESCO Salon/Spa Application Form.

2.2 Application

2.2.1 The application of a Salon/Spa will only be considered if the Salon/Spa Application Fee has been paid, as defined in Annex 1.

3 SECTION 3 RIGHTS AND OBLIGATIONS

3.1 CIDESCO Reputation

3.1.1 The Accredited Salon/Spa has the right to refer to its CIDESCO Accreditation in its communication with its clients and with other third parties, including on their marketing material.

3.1.2 The Accredited Salon/Spa may use the CIDESCO Trademarks, but only in strict compliance with the applicable version of the CIDESCO Trademark Rules (see Annex 3).

3.1.3 The Accredited Salon/Spa shall receive a certificate and plaque certifying its CIDESCO Accreditation (hereafter called CIDESCO Plaque). Such CIDESCO Plaque shall remain the property of CIDESCO.

3.2 Observance of CIDESCO Standards and CIDESCO Rules and Regulations

3.2.1 The Accredited Salon/Spa shall at all times strictly observe, maintain and support all the standards defined in these Rules. Any further applicable rules in the latest version will apply, in particular the CIDESCO Code of Ethics, (see Annex 2), the CIDESCO Trademark Rules (see Annex 3) and the CIDESCO Hygiene Guidelines (see Annex 4).

4 SECTION 4 FINANCIAL OBLIGATIONS (see Annex 1)

4.1 Financial Obligations

4.1.1 The Accredited Salon/Spa shall pay to CIDESCO the Annual Accreditation Fee specified in Annex 1.

4.1.2 An Application/Inspection Fee defined in Annex 1 is also payable by the applying Salon/Spa together with the application fee.

- 4.1.3 If the owner of the Salon/Spa changes or if the Salon/Spa has moved to different premises, the Salon/Spa may need to be re-inspected. This will be at the discretion of CIDESCO.

5 SECTION 5 CHANGE OF OWNERSHIP OR LOCATION

5.1 Notification to CIDESCO

- 5.1.1 If the ownership of the Accredited Salon/Spa changes or if the Salon/Spa has moved to different premises, then the Salon/Spa shall notify in writing the CIDESCO Secretariat. Upon such notice the Salon/Spa may need to be inspected and all reasonable costs connected with the said inspection will be paid by the Salon/Spa. CIDESCO in its full discretion may decide to accept the notified changes without such inspection, if it is clear that the notified changes do not affect the fulfilments of CIDESCO standards.
- 5.1.2 All financial obligations of the seller towards CIDESCO must be settled in full before any assessment takes place, or the transfer of the CIDESCO Accreditation to a purchaser is conceded.

6 SECTION 6 WITHDRAWAL OF CIDESCO ACCREDITATION

6.1 Reasons for Withdrawal

- 6.1.1 CIDESCO shall consider the withdrawal of the Salon/Spa Accreditation if it receives knowledge, through credible and verifiable sources with substantiated evidence that the Salon/Spa has violated any of its obligations mentioned in these Rules or no longer fulfils all the standards mentioned herein.
- 6.1.2 Based on the evidence received and the investigation executed, CIDESCO may in its full discretion decide to withdraw the Salon/Spa Accreditation.
- 6.1.3 Upon receipt of the decision of withdrawal, the Salon/Spa concerned shall:
- a) immediately withdraw and destroy any literature, advertisements, brochures, letterheads etc. and delete any reference on the website of the Salon/Spa which contains the CIDESCO logo, the words "**ACCREDITED CIDESCO**" or any other words or references implying directly or indirectly its Accreditation by CIDESCO.

7 SECTION 7 RESIGNATION

7.1 Notice of Resignation

7.1.1 The Accredited Salon/Spa may at any time decide to resign its CIDESCO Accreditation. This can only be accepted to be effective at the end of the calendar year. The resigning Accredited Salon/Spa must give 6 months' notice in writing by registered mail or email before the end of the calendar year.

7.2 Financial Consequences of Resignation

7.2.1 All fees due and any other financial obligations including those of the calendar year in which the notice of resignation is given, must be paid in full. The resigning Salon/Spa is not entitled to any compensation or to a refund of any paid fee.

7.3 Further Consequences of Resignation

7.3.1 At the end of the notice period mentioned in Section 7 at the latest, the resigning Accredited Salon/Spa shall comply with all obligations mentioned in Section 6.1.3.

8 SECTION 8 TRANSITIONAL RULES

8.1 Transition

8.1.1 The present CIDESCO Beauty and or Spa Salon Rules as well as any later amendments thereof duly ratified by the General Assembly of CIDESCO shall, apply with immediate effect as of the date of the ratification by the General Assembly of CIDESCO.

8.1.2 Accredited CIDESCO Beauty Centres which already existed before the ratification by the General Assembly, shall abide by the latest CIDESCO Beauty and or Spa Salon Rules and any amendments as soon as possible, in any case within 12 months following the date of ratification of such amendment by the General Assembly of CIDESCO.

Annex 1 Applicable Fees

Annex 2 CIDESCO Code of Ethics

Annex 3 CIDESCO Trademark Rules

Annex 4 Hygiene Guidelines

(All Annexes are available upon request)