

Salon Sanitation and Maintenance

Beauty & Cosmetics Personal Care

BACK ROOM

Were the back room doors shut?

☐ Yes☐ No☐ NA

Did you notice any cigarette buds lying near the back door?

☐ Yes☐ No☐ NA

Was the garbage waste disposed off post service?

☐ Yes☐ No☐ NA

Was the Microwave neatly maintained?

☐ Yes☐ No☐ NA

Was the Refrigerator neatly maintained?

☐ Yes☐ No☐ NA

Were the tables in a good condition?

☐ Yes☐ No☐ NA

Was current information updated on the Bulletin boards?

☐ Yes☐ No☐ NA

Were the products and supplies stock enough?

☐ Yes☐ No☐ NA

Were the colouring tubes clean?

☐ Yes☐ No☐ NA

Was the floor cleaned and mopped properly?

☐ Yes☐ No☐ NA

Did you notice any cobwebs or dust in the corners of the back room?

☐ Yes☐ No☐ NA

FRONT DESK

Was the "Working Hours" signage well maintained?

☐ Yes☐ No☐ NA

Was the signage for "Store Open" well lit?

☐ Yes☐ No☐ NA

Was the carpet in a good condition?

☐ Yes☐ No☐ NA

Were the chairs in the front desk area neatly maintained?

☐ Yes☐ No☐ NA

Was the visitor book completely updated?

☐ Yes☐ No☐ NA

Were the windows clean and smudge free?

Yes

No

NA

Was the front desk neat and clutter free?

Yes

No

NA

Were the interior and exterior part of window ledges clean?

Yes

No

NA

Did you notice any Business cards at the reception desk?

Yes

No

NA

Were the signage and logos properly displayed on the windows?

Yes

No

NA

Were the complete details of visitors mentioned in the appointment book?

Yes

No

NA

Did you notice any information regarding the working hours on the front page of the visitors book?

Yes

No

NA

Were the front desk area completely clean of cobwebs?

Yes

No

NA

Was the price menu well maintained and updated with current pricing?

Yes

No

NA

Was there any notice board displayed outside the store?

Yes

No

NA

Were there any collaterals displayed in the store?

Yes

No

NA

Were all the visual elements such as posters, stickers, etc. in a good condition?

Yes

No

NA

Were the products clean and easily visible?

Yes

No

NA

Were the shelves dust free?

Yes

No

NA

HAIR WASH AREA

Did you notice any hair strands in the sinks?

Yes

No

NA

Was the garbage waste disposed off post service?

Yes

No

NA

Were clean towels provided to the clients?

Yes

No

NA

Were the dustbins clean?

Yes

No

NA

Was the waxing equipment neat and clean?

Yes

No

NA

Were the mirrors used during the waxing free of smudges?

Yes

No

NA

Did the salon have enough stock of supplies?

Yes

No

NA

Were the chairs in the front desk area neatly maintained?

Yes

No

NA

Were the hair wash sprayer free from hair strands?

Yes

No

NA

Was the blow drying machine neat and clean?

Yes

No

NA

Were the chairs used during the blow drying process clean and well maintained?

Yes

No

NA

Were the perm carts well maintained?

Yes

No

NA

Were the colour carts well maintained?

Yes

No

NA

Were the product sachets ripped and ready for use?

Yes

No

NA

Were the magazines well arranged and maintained properly?

Yes

No

NA

RESTROOM

Was the Restroom free of odour?

Yes

No

NA

Which of the following items were present in the restroom?

☐ Toilet Paper ☐ Paper Towels ☐ Soap ☐ None of the above

Was the sink neatly maintained?

Yes

No

NA

Were the mirrors clean and smudge free?

Yes

No

NA

Was the dustbin empty?

Yes

No

NA

Was the Restroom neatly maintained?

Yes

No

NA

SERVICE ROOM

Was the service area cleaned after each service?

☐ Yes☐ No☐ NA

Were all the equipment sanitized?

☐ Yes☐ No☐ NA

Was the service area clean and clutter free?

☐ Yes☐ No☐ NA

Did the haircutting capes on the chair had the brand logo visible on front?

☐ Yes☐ No☐ NA

Were the base of chairs sparkling clean?

☐ Yes☐ No☐ NA

Were the drawers arranged neatly without any clutter?

☐ Yes☐ No☐ NA

Were the mirrors clean?

☐ Yes☐ No☐ NA

Were the products aligned properly on display?

☐ Yes☐ No☐ NA

Were all the products neatly maintained?

Yes

No

NA

Were the floors clear of cords and unnecessary wires?

Yes

No

NA

Did the store have a proper display of visual elements?

Yes

No

NA

Did you notice any colour stains on the floor?

Yes

No

NA

Were the fixtures clean?

Yes

No

NA

Was the floor cleaned properly at regular intervals?

Yes

No

NA

Was the floor mopped properly at regular intervals?

Yes

No

NA

STORE MAINTENANCE

Were the track lights functioning properly?

Yes

No

NA

Was the radio playing the correct station with comfortable volume?

Yes

No

NA

Were the florescent panels neatly maintained and functional?

Yes

No

NA

Were the AC vents dust free?

Yes

No

NA

Was the door mat neatly maintained?

Yes

No

NA

Did you notice any stains or dust on the ceiling?

Yes

No

NA

Were the seat covers well maintained?

Yes

No

NA

Was the floor sparkling clean?

Yes

No

NA

Did you notice any stains or dust on the carpet placed at the reception area?

Yes

No

NA

Were the notice boards well maintained?

Yes

No

NA