

**SELF-ASSESSMENT GUIDE**

Qualification:	<b>HAIRDRESSING NC II</b>	
COC 3:	<b>PERFORMING HAIR PERMING/STRAIGHTENING</b>	
Units of Competency covered:	<ul style="list-style-type: none"> <li>• Perform Pre and post hair care activities</li> <li>• Perform Basic Hair Perming</li> <li>• Perform Hair Straightening</li> </ul>	
Instruction: <ul style="list-style-type: none"> <li>• Read each of the questions in the left-hand column of the chart</li> <li>• Place a check in the appropriate box opposite each question to indicate your answers.</li> </ul>		
<b>Can I?</b>	<b>YES</b>	<b>NO</b>
<b>Perform Pre and Post Hair Care Activities</b>		
• Assist client in accordance with salon procedures.		
• Assess built of the client to determined appropriate size of drapery to be used.		
• Provide client with appropriate clothing according to desired type of service, size and built.*		
• Advise the client to remove all jewelries and accessories*		
• Prepare and select necessary tools, supplies and materials according to the type of service. *		
• Check and analyze hair to determine appropriate shampoo and/or conditioner to be used in accordance with the type of hair damage. *		
• Shampoo and/or condition hair in accordance with the type of service and established or acceptable procedures.*		
• Provide first-aid treatment to the client or refer to a health personnel where necessary.*		
• Ensure client's safety and comfort during the entire process.*		
• Towel-dry and comb hair according to service requirements.		
• Blow dry hair according to service requirements and established or acceptable procedures.*		
• Apply finishing products on blow-dried hair according to product specification.		
• Clean, sanitize, and store tools and equipment according to OH&S requirements.*		
• Segregate and dispose wastes materials according to OH&S requirements.		
<b>Perform Basic Hair Perming</b>		
• Advise client to remove all personal belongings.*		
• Provide and advise client to wear protective clothing.*		
• Check and analyze condition and type of hair.*		
• Determine and apply previous chemical treatment on hair.*		

• Check scalp condition if free from scratches and open wounds.*		
• Advise client to defer hair perming based on adverse scalp and health condition, where necessary.*		
• Confirm and record client's types of hair curls.*		
• Prepare and use tools, equipment, supplies and materials according to salon policies and procedures and OH&S requirements.*		
• Select and prepare perm solution according to client's hair type, texture, conditions, and product specifications.*		
• Perform hair perming in accordance with established or acceptable procedures and product specifications.*		
• Rinse the hair thoroughly, apply hair conditioner, and towel dry		
• Ensure client's safety and comfort during the entire process.*		
• Check hair according to client's desire outcome.*		
• Taper, trim and style hair if necessary.		
• Confirm client's satisfaction and make adjustments, if required *		
• Advise client's hair and care maintenance		
• Clean and store tools, equipment, supplies and materials in accordance with salon procedures.*		
• Dispose waste items properly in accordance with OH&S requirements.*		
• Clean and prepare workstation for next activity.		
<b>Perform Hair Straightening</b>		
• Advise client to remove all personal accessories*		
• Use protective clothing and gadgets to ensure clients safety and comfort.*		
• Check and analyze hair texture and condition together with scalp.*		
• Confirm previous hair treatment with the client before doing the desired service.*		
• Drape and shampoo client without scratching the scalp.*		
• Prepare and use necessary tools and materials according to OH&S requirements.*		
• Identify and mix different forms of products based on types of hair and desire hair straightening service in accordance with manufacturer's instruction.*		
• Perform hair straightening in accordance with product specification and established or acceptable procedures.*		
• Ensure client's comfort during the entire process.*		
• Provide first-aid treatment to client when necessary or refer to health personnel.*		
• Blow dry hair according to salon procedures.*		

• Apply protective hair product through the hair before actual ironing.*		
• Set iron plate in accordance with hair condition.*		
• Sub-section hair according to salon procedures.*		
• Iron hair in accordance with salon procedures.*		
• Apply fixing solution on the hair in accordance with manufacturer’s instructions.*		
• Follow processing time according to manufacturer’s instructions.*		
• Rinse hair thoroughly and apply necessary treatment products according to manufacturer’s instructions.		
• Check hair result and style according to client’s desire outcome.		
• Advise client on hair care and maintenance.*		
• Clean, sterilize/sanitize, and store tools, equipment, supplies, and materials after use in accordance with salon procedures.*		
• Dispose waste items properly in accordance with OH&S requirements.		
• Clean working area in preparation for the next client		
<b>Candidate’s Name &amp; Signature</b>	<b>Date</b>	