

Reference. No.																			
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SELF ASSESSMENT GUIDE

Qualification:	BARBERING NC II		
COC 1:	PROVIDE ASSISTANT BARBERS' SERVICES (Basic hair coloring, Hair and Scalp Treatment)		
Units of Competency Covered:	<ul style="list-style-type: none"> • Perform hair and scalp treatment • Perform basic hair coloring 		
Instruction:			
<ul style="list-style-type: none"> • Read each of the questions in the left-hand column of the chart. • Place a check in the appropriate box opposite each question to indicate your answer. 			
Can I?	YES	NO	
PERFORM HAIR AND SCALP TREATMENT			
Prepare the client *			
<ul style="list-style-type: none"> • Consult, analyze, check and record client's hair, texture, type, condition and scalp condition in accordance with hair and scalp treatment procedures, DOH and OSH policies and guidelines. * 			
<ul style="list-style-type: none"> • Assist and advise client with different hair and scalp treatment products to be used in accordance with product specification, FDA notification, DOH and OSH policies and guidelines. * 			
<ul style="list-style-type: none"> • Assess built of the client to determine appropriate size of drapery to be used in accordance with Hair and Scalp Treatment procedures and OSH policies and procedures. * 			
<ul style="list-style-type: none"> • Advise client to remove all personal jewelries and accessories. * 			
<ul style="list-style-type: none"> • Shampoo and/or condition when necessary, hair in accordance with established hair shampooing and conditioning procedures, product specification, DOH and OSH policies and guidelines. * 			
Prepare work station *			
<ul style="list-style-type: none"> • Prepare, check, record and set appropriate tools and equipment according to manufacturer's manual of instructions with FDA notification, DOH and OSH requirements. * 			
<ul style="list-style-type: none"> • Prepare, check and record appropriate supplies, materials and treatment products in accordance with product specification with FDA notification, DOH and OSH requirements. * 			
<ul style="list-style-type: none"> • Provide appropriate Personal Protective Equipment (clothing/materials) in accordance with hair and scalp treatment, DOH with OSH policies and procedures. * 			

<ul style="list-style-type: none"> • Ensure work station of privacy, safety practices and cleanliness in accordance with established procedures. * 		
Treat hair and scalp		
<ul style="list-style-type: none"> • Use Personal Protective Equipment (clothing/materials) in accordance with hair and scalp treatment procedures. * 		
<ul style="list-style-type: none"> • Ensure client's safety and comfort during the entire process. * 		
<ul style="list-style-type: none"> • Drape client in accordance with established draping procedures, DOH and OSH policies and guidelines. 		
<ul style="list-style-type: none"> • Use supplies, materials hair and scalp treatment product in accordance with Hair and Scalp Treatment procedures, DOH and OSH policies and guidelines. * 		
<ul style="list-style-type: none"> • Apply treatment product form when necessary, required source of heat is provided following product specification, manual manufacturer's instruction, DOH and OSH policies and guidelines. * 		
<ul style="list-style-type: none"> • Perform hair and scalp treatment following established hair and scalp treatment procedures, DOH and OSH policies and guidelines. * 		
<ul style="list-style-type: none"> • Perform manipulative relaxing motion in accordance with hair and scalp treatment procedures, DOH and OSH policies and guidelines. * 		
<ul style="list-style-type: none"> • Provide first-aid treatment to the client or referred to appropriate health personnel when necessary. * 		
Perform post-service activities		
<ul style="list-style-type: none"> • Advise client on hair care maintenance on hair and scalp. * 		
<ul style="list-style-type: none"> • Clean, sanitize, record, replenish and store tools, equipment and implements in accordance with hair and scalp treatment procedures, manufacturer's manual instructions, DOH and OSH policies and guidelines. * 		
<ul style="list-style-type: none"> • Record, file and store documents in accordance with hair and scalp treatment procedures. 		
<ul style="list-style-type: none"> • Segregate and dispose properly waste materials following Sanitation Code of the Philippines. * 		
<ul style="list-style-type: none"> • Clean and prepare workplace for next service activity. * 		
PERFORM BASIC HAIR COLORING		
Prepare the client		

<ul style="list-style-type: none"> Consult client for possible skin allergies and color options are advised. * 		
<ul style="list-style-type: none"> Analyze, identify, check and record client's hair texture, type, conditions and scalp condition in accordance with basic hair coloring procedures, DOH and OSH policies and guidelines. * 		
<ul style="list-style-type: none"> Advise client to remove all personal jewelry and accessories. 		
<ul style="list-style-type: none"> Drape client to avoid stain in accordance with established draping procedures and OSH policies and guidelines. * 		
<ul style="list-style-type: none"> Shampoo when necessary, client's hair to remove dirt and build-up of styling products and ensure that the scalp will not be scratched. 		
Prepare work station		
<ul style="list-style-type: none"> Prepare, check and record appropriate supplies, materials and coloring products in accordance with basic hair coloring requirements and FDA notification. * 		
<ul style="list-style-type: none"> Prepare, check, record and set appropriate tools and equipment according to manufacturer's manual of instructions of salon policies and procedures. * 		
<ul style="list-style-type: none"> Provide clients with Personal Protective Equipment (clothing/materials) in accordance with hair coloring, DOH and OSH policies and procedures. * 		
<ul style="list-style-type: none"> Ensure work station privacy, safety practices and cleanliness in accordance with established procedures. 		
Apply basic hair coloring		
<ul style="list-style-type: none"> Use Personal Protective Equipment (clothing/materials) in accordance with basic hair coloring procedures, DOH and OSH policies and guidelines. * 		
<ul style="list-style-type: none"> Ensure client's safety and comfort during the entire process in accordance with DOH and OSH policies and guidelines. 		
<ul style="list-style-type: none"> Use appropriate tools, equipment, supplies, materials and basic hair coloring product in accordance with basic hair coloring procedures, DOH and OSH policies and guidelines. * 		
<ul style="list-style-type: none"> Mix and apply evenly hair colorant and developer following coloring application in accordance with established basic hair coloring procedures, product specification, DOH and OSH policies and guidelines. * 		
<ul style="list-style-type: none"> Check hair according to time development requirement based on product specification. * 		
<ul style="list-style-type: none"> Provide first-aid treatment to the client or referred to appropriate health personnel when necessary. * 		
Perform post-service activities		

<ul style="list-style-type: none"> Advise client on hair care maintenance in accordance with basic hair coloring procedures. 		
<ul style="list-style-type: none"> Clean, sanitize, record, replenish and store tools, equipment and implements in accordance with basic hair coloring procedures, manufacturer's manual instructions, DOH and OSH policies and guidelines. * 		
<ul style="list-style-type: none"> Segregate and dispose waste materials properly following Sanitation Code of the Philippines. 		
<ul style="list-style-type: none"> Clean and prepare workplace for next service activity. 		
<ul style="list-style-type: none"> Record, file and store documents in accordance with basic hair coloring procedures. 		
<p>I agree to undertake assessment in the knowledge that information gathered will only be used for professional development purposes and can only be accessed by concerned assessment personnel and my manager/supervisor.</p>		
Candidate's Name & Signature	Date:	