

**Rules and Regulations for Barber and Beauty Shops**  
**West Virginia State Board of Barbers and Cosmetologists**  
**Department of Health and Human Resources**

Rules and regulations governing the operation of barber and beauty shops and schools of barbering and beauty culture in West Virginia, as provided for by Chapter 16, Article 14, Section 12, West Virginia Code, 1937, as amended by Chapter 30, Acts of the legislature, 1939, and as prescribed by the State Committee of Barbers and Beauticians pursuant to the provisions of said Section 12, passed April 8, 1948, amended July 21, 1964, effective August 21, 1964. All sanitary regulations heretofore passed by the State Board of Barbers and Cosmetologists, in conflict with the following, are hereby repealed.

1. Every barber or beauty shop, or school of barbering or beauty culture, shall before opening its place of business \*\*\*notify the Board, in writing at least ten days before the proposed opening date of such shop or school\*\*\* (A \$25.00 opening inspection fee for new, or change of location.) All barber and beauty shops must have cross, or approved ventilation before opening.
2. All such shops, schools, bathrooms, toilets, and adjoining rooms, used in connection therewith, must be kept clean, sanitary, well lighted, and ventilated at all times. The use of powder puffs and stypic pencils in any such shop, or school, is prohibited. No pets such as cats, dogs, birds, etc. shall be kept in, or allowed to habit shops, or the entrance to such shops, or schools.
3. Each patron must be served with clean, freshly laundered linen which is kept in a closed cabinet used for that purpose alone. All linens, immediately after being used, shall be placed in a receptacle used for that purpose alone.
4. Each cosmetologist, barber, manicurist, instructor, and student, shall thoroughly cleanse his or her hands with soap and water immediately before serving any patron.
5. A freshly laundered towel, or paper neck strip, must be placed around the neck of every patron so that the chair cloth, or shampoo apron does not come in contact with the patron's skin.
6. The wiping of hands, or instruments of any kind on linen being used on a patron is prohibited.
7. Shampoo bowls and boards must be cleansed after each shampoo. The head rests of all barber chairs must possess an attachment, allowing a change of paper for each customer. Used shaving papers must be deposited in a receptacle used for that purpose alone.
8. All barber and beauty shops must be equipped with hot and cold running water piped to hot and cold water faucets of a lavatory. (For purposes of the regulation, a lavatory is that plumbing fixture commonly used for hand washing.) Waste water must be drained through proper plumbing facilities into the public sewer system. In places where there is no water pressure, storage tanks to supply running water may be used, one for hot and one for cold water. Openings in storage tanks shall not exceed two inches in diameter. The dipping of any towels or cloths of any nature, or other articles, into water tanks is prohibited. The use of steamers, sterilizers, bowls, or receptacles of any kind into which to put hot towels, or hot water, is prohibited.
9. All rooms used for barber or beauty shops must be equipped with all implements, supplies, sterilizers, linen, and all other equipment and requisites necessary to perform any, or all, of the services usually rendered in barber or beauty shops. Shops located in residences must have a private entrance, proper toilet facilities, and must be confined strictly to rooms used exclusively for barbering or beauty culture.
10. Every barber or cosmetologist who uses hair brushes must have at least six in use. After each brush is used, it must be thoroughly washed and immersed in an approved disinfectant solution, dried, and placed in a cabinet sterilizer until used again.
11. Every barber or cosmetologist must have at least twelve combs in use. Every comb must be thoroughly washed and sterilized after each use.
12. Waving fluid, or other liquid preparations, must be applied to the hair only through a sanitary dispenser, or by dripping, pouring, or spraying on the hair.
13. All rollers must be cleaned and sterilized after each patron, and when not in use, kept in a closed cabinet used for that purpose only.
14. The advertised price of a permanent wave must include a shampoo and all other preparations necessary prior to giving the wave, and every act necessary to complete the permanent wave. The manager of each shop will be held responsible for seeing that the shop has on hand at all times, all supplies required to give each individual permanent wave advertised, by name, by that particular shop.
15. All razors, scissors, tweezers, needles, blades, and other instruments shall be thoroughly cleaned and then disinfected by immersion in an approved disinfecting solution, after they have been in use, and such tools, instruments, and appliances when not in use, be kept in a dry storage cabinet. The bottom blade of all clippers shall be sponged with a pledget of cotton that has been dipped in an approved disinfectant before each use.
16. Each barber, cosmetologist, manicurist, and student, shall be responsible for keeping his, or her, individual chair, work stand, mirror, drawers, individual sterilizers, and entire booth, or stand, clean and neat during working hours. Each such operator practicing, in any capacity, must keep his entire personal appearance clean, neat, and above reproach at all times.
17. Each barber, cosmetologist, or manicurist must have adequate cabinet space for storing tools and accessories, only. Each barber or cosmetologist must have an individual dip sterilizer which must be of sufficient size to allow combs to be completely submerged. Dip sterilizers may be made of glass, or metal, and must contain, at all times a fresh supply of an approved disinfectant. Combs and brushes shall be immersed in a dip sterilizer after washing, and prior to placing in a cabinet sterilizer.
18. No person practicing barbering or beauty culture, in any capacity, is permitted to remove warts, moles, or skin blemishes. Neither must they attempt to treat any disease of the skin or scalp. Persons desiring, or in need of treatment of any disease, must be referred to a licensed physician.
19. Floors must be kept clean and free from hair, and where possible, mopped each day. Where cuspidors are used, they must be cleaned daily, and a disinfectant solution left in them at all times.
20. Any member of the State Board of Barbers and Cosmetologists, or its agents, shall be privileged to enter and inspect any barber shop or beauty shop, or school of barbering or beauty culture, during business hours, or check any part of the premises to ascertain whether or not any part of the law, or any rules and regulations are being violated, and to take any action necessary to properly enforce the law.
21. A copy of these rules and regulations must be framed and posted in a conspicuous place in every barber and beauty shop and every school of barbering or beauty culture.
22. Failure on the part of the owner, manager, or employee to comply with the foregoing rules and regulations will be deemed a violation of the law, and sufficient cause for the State Board of Barbers and Cosmetologists to revoke, or fail to renew any certificate or registration.
23. All licenses must be framed and posted near the booth or work stand.

An approved disinfectant shall mean a 1/1000 solution of quaternary ammonium salts of high germicidal activity, or its equivalent.

It shall be the duty of the proprietor of all barber and beauty shops, schools of barbering or beauty culture, and all registered barbers, cosmetologists, manicurists, students, and others to assist in carrying out these rules and regulations by reporting any violation to the State Board of Barbers and Cosmetologists or any of its duly authorized agents.

All complaints may be given to an inspector on his or her visit to your barber or beauty shop, or school. Such complaints will immediately be investigated. Complaints may also be sent to the office of the Division of Barbers and Cosmetologists.

State Board of Barbers and Cosmetologists