

**Domain****HAIRDRESSING****Title:****Apply tonging techniques****Level: 2****Credits: 8****Purpose**

This unit standard specifies the competencies required to apply tonging techniques. This unit standard is intended for those who work as hairdressers.

**Special Notes**

1. Entry information:

Prerequisite

- Unit 632 – *Apply personal health and safety routines in a hairdressing salon environment* or demonstrated equivalent knowledge and skills.

2. Assessment evidence may be collected from a real workplace or a simulated real workplace or an appropriate simulated realistic environment in which hairdressing operations are carried out.

3. All procedures associated with the use of tools, equipment and products shall comply with manufacturers' specifications and/or workplace guidelines and instructions.

4. Glossary of terms:

- '*elementary style*' refers to styles requiring control and volume.
- '*techniques*' refers to scrunch drying, free hand and elementary brush work techniques
- '*specifications*' refers to any, or all of the following: manufacturers' product instructions and recommendations, workplace specific requirements
- '*hairdressing services*' refers to all services rendered in a hairdressing salon. It may include but is not limited to preparing client for service, shampooing, conditioning, hair treatment and massage
- '*client preparation*' may include but is not limited to advising client on the service to be rendered, analysis of client's hair and scalp, using of towels, apron, brush and comb.

5. Performance of all elements in this unit standard must comply with industry standards.

6. Regulations and legislation relevant to this unit standard include the following:

- Labour Act, No. 11, 2007
- Occupational Health and Safety Regulations No. 18, 1997 and all subsequent amendments.

7. This unit standard applies to all type of hairs and range of people from different social, cultural or ethnic backgrounds.

**Quality Assurance Requirements**

This unit standard and others within this subfield may be awarded by institutions which meet the accreditation requirements set by the Namibia Qualifications Authority and the Namibia Training Authority and which comply with the national assessment and moderation requirements. Details of specific accreditation requirements and the national assessment arrangements are available from the Namibia Qualifications Authority and the Namibia Training Authority on [www.nta.com.na](http://www.nta.com.na)

## **Elements and Performance Criteria**

### **Element 1: Plan and prepare for work**

#### **Range**

Planning and preparation may include but is not limited to workplace inspection, equipment defect identification, assessment of conditions and hazards and determination of work requirements.

Products may include but are not limited to holding products, spray and moisturising.

#### **Performance Criteria**

- 1.1 Work instructions, including job card, client history record and product details are obtained, confirmed and applied.
- 1.2 Safety requirements are followed in line with safety plans and policies.
- 1.3 Tools and equipment selected to carry out tasks are consistent with the requirements of the job, checked for serviceability and any faults reported.
- 1.4 Products are safely handled and located ready for use in line with workplace procedures.
- 1.5 Measurement requirements for products are sourced and implemented in line with manufacturers' specifications and workplace procedures.
- 1.6 Environmental protection requirements are identified and applied in line with environmental plans and regulatory obligations.

### **Element 2: Perform tong into elementary styles**

#### **Range**

Finishing products may include but are not limited to holding products.

Hair tonging techniques and designs may include but are not limited to spiral, barrel and stand up techniques.

#### **Performance Criteria**

- 2.1 Procedures and information required for performing tong into elementary styles are identified and sourced in line with product specifications and workplace procedures.
- 2.2 Client is prepared for hairdressing service in line with workplace procedures.

- 2.3 Hair design is discussed and pre-determined with the client and in line with client requirements and workplace procedures.
- 2.4 Hair tonging techniques are demonstrated and appropriate products are applied for the technique.
- 2.5 Finishing products are applied and hair maintenance products for home use are recommended.
- 2.6 Confirmation of client's satisfaction is obtained and cape and/or towel is/are removed in line with workplace procedures.

**Element 3: Complete work and clean up**

**Range**

Work completion details may include but are not limited to job card and client history record.

Reusable material may include but are not limited to towels, capes, aprons, glasses and cups.

**Performance Criteria**

- 3.1 Work is completed and appropriate personnel notified in line with workplace procedures.
- 3.2 Work area is cleared of waste, cleaned, restored and secured in line with workplace procedures.
- 3.3 Reusable material is collected, cleaned and stored in line with workplace procedures.
- 3.4 Equipment used is sanitised in line with health and safety regulations, maintained, checked for serviceability and stored in line with workplace procedures.
- 3.5 Work completion details are finalised in line with workplace procedures.

**Registration Data**

<b>Subfield:</b>	Beauty Services
<b>Date first registered:</b>	July 2010
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<b>Anticipated review:</b>	July 2015
<b>Body responsible for review:</b>	Namibia Training Authority