



COMPETENCY STANDARD

Makeup Art

Level: 02

(Informal Sector)

Competency Standard Code: CS-IS-MA-L2-EN-V1



জাতীয় দক্ষতা উন্নয়ন কর্তৃপক্ষ বাংলাদেশ
NATIONAL SKILLS DEVELOPMENT AUTHORITY BANGLADESH

National Skills Development Authority
Prime Minister's Office
Government of the People's Republic of Bangladesh

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National Skills Development Authority
Prime Minister's Office
Level: 10-11, Biniyog Bhaban,
E-6 / B, Agargaon, Sher-E-Bangla Nagar Dhaka-1207, Bangladesh.
Email: ec@nsda.gov.bd
Website: www.nstda.gov.bd.
National Skills Portal: <http://skillsportal.gov.bd>

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This Competency Standard for Makeup Art is a document for the development of curricula, teaching and learning materials, and assessment tools. It also serves as the document for providing training consistent with the requirements of industry in order to meet the qualification of individuals who graduated through the established standard via competency-based assessment for a relevant job.

This document has been developed by NSDA in association with Informal ISC, industry representatives, academia, related specialist, trainer and related employee.

Public and private institutions may use the information contained in this standard for activities benefitting Bangladesh.

Introduction

The NSDA aims to enhance an individual's employability by certifying completeness with skills. NSDA works to expand the skilling capacity of identified public and private training providers qualitatively and quantitatively. It also aims to establish and operationalize a responsive skills ecosystem and delivery mechanism through a combination of well-defined set of mechanisms and necessary technical supports.

Key priority economic growth sectors identified by the government have been targeted by NSDA to improve current job skills along with existing workforce to ensure required skills to industry standards. Training providers are encouraged and supported to work with industry to address identified skills and knowledge to enable industry growth and increased employment through the provision of market responsive inclusive skills training program. "Makeup Art" is selected as one of the priority occupations of Informal Sector. This standard is developed to adopt a demand driven approach to training with effective inputs from Industry Skills Councils (ISC's), employer associations and employers.

Generally, a competency standard informs curriculum, learning materials, assessment and certification of trainees enrolled in Skills Training. Trainees who successfully pass the assessment will receive a qualification in Bangladesh National Qualification Framework (BNQF) and will be listed on the NSDA's online portal.

This competency standard is developed to improve skills and knowledge in accordance with the job roles, duties and tasks of the occupation and ensure that the required skills and knowledge are aligned to industry requirements. A series of stakeholder consultations, workshops were held to develop this document.

The document also details the format, sequencing, wording and layout of the Competency Standard for an occupation which is comprised of Units of Competence and its corresponding Elements.

Overview

A competency standard is a written specification of the knowledge, skills and attitudes required for the performance of an occupation, trade or job corresponding to the industry standard of performance required in the workplace.

The purpose of a competency standards is to:

- provide a consistent and reliable set of components for training, recognising and assessing people's skills, and may also have optional support materials
- enable industry recognised qualifications to be awarded through direct assessment of workplace competencies
- encourage the development and delivery of flexible training which suits individual and industry requirements
- encourage learning and assessment in a work-related environment which leads to verifiable workplace outcomes

Competency standards are developed by a working group comprised of representative from NSDA, Key Institutions, ISC, and industry experts to identify the competencies required of an occupation in Informal Sector.

Competency standards describe the skills, knowledge and attitude needed to perform effectively in the workplace. CS acknowledge that people can achieve technical and vocational competency in many ways by emphasizing what the learner can do, not how or where they learned to do it.

With competency standards, training and assessment may be conducted at the workplace or at training institute or any combination of these.

Competency standards consist of a number of units of competency. A unit of competency describes a distinct work activity that would normally be undertaken by one person in accordance with industry standards.

Units of competency are documented in a standard format that comprises of:

- unit title
- nominal duration
- unit code
- unit descriptor
- elements and performance criteria
- variables and range statement
- curricular content guide
- assessment evidence guides

Together, all the parts of a unit of competency:

- describe a work activity
- guide the assessor to determine whether the candidate is competent or not yet competent

The ensuing sections of this document comprise of a description of the relevant occupation, trade or job with all the key components of a unit of competency, including:

- a chart with an overview of all Units of Competency for the relevant occupation, trade or job including the Unit Codes and the Unit of Competency titles and corresponding Elements
- the Competency Standard that includes the Unit of Competency, Unit Descriptor, Elements and Performance Criteria, Range of Variables, Curricular Content Guide and Assessment Evidence Guide.

Competency Standards for National Skills Certificate – Level-3 in Makeup Art in Informal Sector

Level Descriptors of NSQF (BNQF 1-6)

Level & Job Classification	Knowledge Domain	Skills Domain	Responsibility Domain
6-Mid-Level Manager/ Sub Assistant Engineer	Comprehensive actual and theoretical knowledge within a specific work or study area with an awareness of the validity and limits of that knowledge, able to analyse, compare, relate and evaluate.	Specialised and wider range of cognitive and practical skills required to provide leadership in the development of creative solutions to defined problems. Communicate professional issues and solutions to the team and to external partners/users.	Work under broad guidance and self-motivation to execute strategic and operational plan/s. Lead lower-level management. Diagnose and resolve problems within and among work groups.
5-Supervisor	Broad knowledge of the underlying, concepts, principles, and processes in a specific work or study area, able to scrutinize and break information into parts by identifying motives or causes.	Broad range of cognitive and practical skills required to generate solutions to specific problems in one or more work or study areas. Communicate practice-related problems and possible solutions to external partners.	Work under guidance of management and self-direction to resolve specific issues. Lead and take responsibility for the work and actions of group/team members. Bridge between management.
4-Highly Skilled Worker	Broader knowledge of the underlying, concepts, principles, and processes in a specific work or study area, able to solve problems to new situations by comparing and applying acquired knowledge.	A range of cognitive and practical skills required to accomplish tasks and solve problems by selecting and applying the full range of methods, tools, materials and information. Communicate using technical terminology and IT technology with partners and users as per workplace requirements.	Work under minimal supervision in specific contexts in response to workplace requirements. Resolve technical issues in response to workplace requirements and lead/guide a team/ group.
3-Skilled Worker	Moderately broad knowledge in a specific work or study area, able to perceive ideas and abstract from drawing and design according to workplace requirements.	Basic cognitive and practical skills required to use relevant information in order to carry out tasks and to solve routine problems using simple rules and tools. Communicate with his team and limited external partners upholding the values, nature and culture of the workplace	Work or study under supervision with considerable autonomy. Participate in teams and responsible for group coordination.
2-Semi Skilled Worker	Basic understanding of underpinning knowledge in a specific work or study area, able to interpret and apply common occupational terms and instructions.	Skills required to carry out simple tasks, communicate with his team in the workplace presenting and discussing results of his work with required clarity.	Work or study under supervision in a structured context with limited scope of manipulation
1 –Basic Skilled Worker	Elementary understanding of ability to interpret the underpinning knowledge in a specific study area, able to interpret common occupational terms and instructions.	Specific Basic skills required to carry out simple tasks. Interpret occupational terms and present the results of own work within guided work environment/ under supervision.	Work under direct supervision in a structured context with limited range of responsibilities.

List of Abbreviations

General	
CS	Competency Standard
GAD	Gender and Development
ISC	Industry Skills Council
NSDA	National Skills Development Authority
NSQF	National Skills Qualifications Framework
OSH	Occupational Safety and Health
PPE	Personal Protective Equipment
SCVC	Standards and Curriculum Validation Committee
STP	Skills Training Provider
SOP	Standard Operating Procedure
UoC	Unit of Competency

Approved by.....th Authority Meeting of NSDA Held on

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Competency Standards for National Skill Certificate – 2 in Makeup Art in Informal Sector

Course Structure

SL	Unit Code and Title		UoC Level	Nominal (Hours)
Generic Competencies				45
1.	GU-L2-02-V1	Apply Occupational Safety and Health (OSH) Procedure in the Workplace	1	15
2.	GU-L2-012-V1	Communicate in the workplace	1	30
Sector Specific Competencies				15
3.	SU-CS-L1-012-V1	Work in the Beauty Care Areas	1	15
Occupation Specific Competencies				300
4.	OU-IS-MA-L2-01-V1	Recognize History of Makeup art	2	10
5.	OU-IS-MA-L2-03-V1	Apply Hygiene Management Practices in Make-up	2	15
6.	OU-IS-MA-L2-02-V1	Apply Knowledge of Makeup materials	2	15
7.	OU-IS-MA-L2-04-V1	Apply Knowledge on Basic Chromaticity for Makeup Design	2	80
8.	OU-IS-MA-L2-05-V1	Design and Apply Make-up	2	100
9.	OU-IS-MA-L2-07-V1	Perform Color Tone Makeup - Natural	2	80
Total Nominal Learning Hours				360

Units & Elements at Glance

Generic Competencies

Code	Unit of Competency	Elements of Competency	Duration (Hours)
GU002-V1	Apply occupational safety and health (OSH) procedure in the workplace	1. Identify OSH policies and procedures 2. Follow OSH procedures 3. Report hazards and risks 4. Respond to emergencies 5. Maintain personal well-being	15
GU012-V1	Communicate in the workplace	1. Receive verbal instructions 2. Interpret verbal and written information/instruction 3. Convey instructions using verbal and written forms of communication 4. Complete written documentation 5. Participate in work place meetings and discussions	30
Total Hours:			60

Sector Specific Competencies

Code	Unit of Competency	Elements of Competency	Duration (Hours)
SU-CS-L1-012-V1	Work in the Beauty Care Areas	1. Describe the organization structure within the sector 2. Identify processes and procedures 3. Identify workplace requirements 4. Organize own workload	15
Total Hours:			15

Occupation Specific Competencies

Code	Unit of Competency	Elements of Competency	Duration (Hours)
OU-IS-MA-L2-01-V1	Recognize History of Makeup art	1. Interpret History of Makeup 2. Explain Makeup 3. Interpret scope of Makeup work	10
OU-IS-MA-L2-02-V1	Apply Hygiene Management Practices in Makeup	1. Maintain personal hygiene of employees 2. Maintain public hygiene 3. Maintain hygiene in a makeup area 4. Disinfect and sterilize tools and equipment	15
OU-IS-MA-L2-03-V1	Apply Knowledge of Makeup Materials	1. Identify makeup materials 2. Use makeup materials	15
OU-IS-MA-L2-04-V1	Apply Chromaticity for Make-up	1. Recognize chromatology 2. Interpret principles of chromatology 3. Apply chromatology to makeup	80
OU-IS-MA-L2-05-V1	Design and Apply Makeup	1. Prepare client 2. Cleanse face 3. Analyse face and design Makeup plan 4. Apply makeup 5. Apply false eyelashes 6. Check Customer satisfaction and advise on further product use	100
OU-IS-MA-L2-06-V1	Perform Color Tone Makeup - Natural	1. Prepare client 2. Cleanse face 3. Analyse face and design Makeup plan 4. Apply natural make-up 5. Check Customer satisfaction and advise on further product use	80
Total Hours:			300

Generic Units of Competencies

Unit Code and Title	GC002-V1: Apply Occupational Safety and Health (OSH) Procedure in The Workplace
Unit Descriptor	<p>This unit covers the knowledge, skills and attitudes (KSA) required in applying occupational safety and health (OSH) procedures in the workplace.</p> <p>It specifically includes identifying OSH policies and procedures, following OSH procedure, reporting to emergencies, and maintaining personal well-being.</p>
Nominal Hours	15 Hours
Elements of Competency	<p>Performance Criteria <u>Bold & Underlined</u> terms are elaborated in the Range of Variables</p>
1. Identify OSH policies and procedures.	<p>1.1. <u>OSH policies</u> and <u>safe operating procedures</u> are accessed and stated</p> <p>1.2. <u>Safety signs and symbols</u> are identified and followed</p> <p>1.3. Emergency response, evacuation procedures and other contingency measures are determined according to workplace requirements</p>
2. Follow OSH procedure	<p>2.1 <u>Personal protective equipment (PPE)</u> is selected and collected as required</p> <p>2.2 Personal protective equipment (PPE) is correctly used in accordance with organization OSH procedures and practices</p> <p>2.3 A clear and tidy workplace is maintained as per workplace standard</p> <p>2.4 PPE is maintained to keep them operational and compliant with OSH regulations</p>
3. Report hazards and risks.	<p>3.1 <u>Hazards</u> and risks are identified, assessed and controlled</p> <p>3.2 Incidents arising from hazards and risks are reported to designated authority</p>
4. Respond to emergencies	<p>4.1 Alarms and warning devices are responded</p> <p>4.2 Workplace <u>emergency procedures</u> are followed</p> <p>4.3 <u>Contingency measures</u> during workplace accidents, fire and other emergencies are recognized and followed in accordance with organization procedures</p> <p>4.4 First aid procedures is applied during emergency situations</p>
5. Maintain personal well-being	<p>5.1 OSH policies and procedures are adhered to OSH awareness programs are participated in as per workplace guidelines and procedures.</p> <p>5.2 Corrective actions are implemented to correct unsafe condition in the workplace</p> <p>5.3 <u>“Fit to work” records</u> are updated and maintained according to workplace requirements</p>

Range of Variables	
Variables	Range (may include but not limited to):
1. OSH Policies	1.1. Bangladesh standards for OSH 1.2. Fire Safety Rules and Regulations 1.3. Code of Practice 1.4. Industry Guidelines
2. Safe Operating Procedures	2.1 Orientation on emergency exits, fire extinguishers, fire escape, etc. 2.2 Emergency procedures 2.3 First Aid procedures 2.4 Tagging procedures 2.5 Use of PPE 2.6 Safety procedures for hazardous substances
3. Safety Signs and symbols	3.1 Direction signs (exit, emergency exit, etc.) 3.2 First aid signs 3.3 Danger Tags 3.4 Hazard signs 3.5 Safety tags 3.6 Warning signs
4. Personal Protective Equipment (PPE)	4.1 Gas Mask 4.2 Gloves 4.3 Safety boots 4.4 Face mask 4.5 Overalls 4.6 Goggles and safety glasses 4.7 Sun block 4.8 Chemical/Gas detectors
5. Hazards	5.1 Chemical hazards 5.2 Biological hazards 5.3 Physical Hazards 5.4 Mechanical and Electrical Hazard 5.5 Mental hazard 5.6 Ergonomic hazard
6. Emergency Procedures	6.1 Fire fighting 6.2 Earthquake 6.3 Medical and first aid 6.4 evacuation`
7. Contingency measures	7.1 Evacuation 7.2 Isolation 7.3 Decontamination
8. “Fit to Work” records	8.1 Medical Certificate every year 8.2 Accident reports, if any

	8.3 Eye vision certificate
Evidence Guide The evidence must be authentic, valid, sufficient, reliable, consistent, recent and meet all requirements of current version of the Unit of Competency	
1. Critical aspects of competency	Assessment required evidence that the candidate: <ul style="list-style-type: none"> 1.1 stated OSH policies and safe operating procedures 1.2 followed safety signs and symbols 1.3 used personal protective equipment (PPE) 1.4 maintained workplace clear and tidy 1.5 assessed and Controlled hazards 1.6 followed emergency procedures 1.7 followed contingency measures 1.8 implemented corrective actions
2. Underpinning knowledge	<ul style="list-style-type: none"> 2.1 Define OSH 2.2 OSH Workplace Policies and Procedures 2.3 Work Safety Procedures 2.4 Emergency Procedures 2.5 Hazard control procedure 2.6 Different types of Hazards 2.7 PPE and there uses 2.8 Personal Hygiene Practices 2.9 OSH Awareness
3. Underpinning skills	<ul style="list-style-type: none"> 3.1 Accessing OSH policies 3.2 Handling of PPE 3.3 Handling cleaning tools and equipment 3.4 Writing report 3.5 Responding to emergency procedures
4. Required attitude	<ul style="list-style-type: none"> 4.1 Commitment to occupational health and safety 4.2 Sincere and honest to duties 4.3 Promptness in carrying out activities 4.4 Environmental concerns 4.5 Eagerness to learn 4.6 Tidiness and timeliness 4.7 Respect of peers and seniors in workplace 4.8 Communicate with peers and seniors in workplace
5. Resource implications	<ul style="list-style-type: none"> 5.1 Workplace 5.2 Equipment and outfits appropriate in applying safety measures 5.3 Tools, equipment, materials and documentation required 5.4 OSH Policies and Procedures

6. Methods of assessment	<p>Competency should be assessed by:</p> <p>6.1 Written test</p> <p>6.2 Demonstration</p> <p>6.3 Oral Questioning</p> <p>6.4 Portfolio</p>
7. Context of assessment	<p>7.1 Competency assessment must be done in NSDA accredited assessment centre</p> <p>7.2 Assessment should be done by a NSDA certified/nominated assessor</p>
<p>Accreditation Requirements</p> <p>Training Providers must be accredited by NSDA, the National Quality Assurance Body, or a body with delegated authority for quality assurance to conduct training and assessment against this unit of competency for credit towards the award of national qualification. Accredited providers assessing against this unit of competency must meet the quality assurance requirements set by NSDA.</p>	

Unit code and Title	GU012-V1: Communicate in The Workplace
Nominal Hours	30 Hours
Unit Descriptor	<p>This unit covers the knowledge, skills and attitudes (KSAs) required to communicate in the workplace.</p> <p>It includes the use of verbal and written forms of communication to receive, interpret, convey, and document information/ instruction using appropriate communication equipment.</p>
Elements of Competency	<p>Performance Criteria</p> <p><u>Bold & Underlined</u> terms are elaborated in the Range of Variables Training Components</p>
1. Receive verbal instructions.	1.1 Instructions are accessed and interpreted 1.2 Questions are asked to clarify understanding or gain more information 1.3 Information/instruction is recorded
2. Interpret verbal and written information/ instruction	2.1 <u>Written instructions</u> are interpreted 2.2 Work <u>signage's</u> are properly responded 2.3 Routine written instructions are followed in sequence 2.4 Feedback is given to workplace supervisor
3. Convey instructions using verbal and written forms of communication	3.1 Relevant <u>communication</u> methods are used to transmit instructions 3.2 Appropriate non-verbal communication is used 3.3 Channels of communication are identified and followed 3.4 Communication <u>tools and equipment</u> are operated and faults are identified and reported 3.5 Information is conveyed using appropriate <u>forms</u>
4. Complete written documentation	4.1 All required <u>documentation</u> is completed 4.2 Workplace data are recorded 4.3 Written information/instruction is passed to personnel
5. Participate in work place meetings and discussions	5.1 Meetings are attended regularly and on time 5.2 Meeting inputs are consistent with the meeting purpose and established protocols 5.3 Opinions are expressed without interruption 5.4 Meeting outputs are processed and implemented
Range of Variables	
Variable	Range (may include but not limited to):
1. Written instructions	1.1 Supervisor's/Manager's Instructions 1.2 Memoranda 1.3 Rules and Regulations 1.4 Signage

	1.5 Approved Work Plan 1.6 External communications
2. Workplace guidelines	2.1 Labor Policies and Guidelines 2.2 Written Instructions 2.3 Operations Manual 2.4 Organizational Manuals 2.5 Quality Assurance Handbook
3. Signage	3.1 On-site direction signs 3.2 Common site warnings 3.3 Location signs 3.4 Traffic signs
4. Communication	4.1 Verbal instructions 4.2 Written instructions 4.3 Online communication
5. Tools and machinery	5.1 Telephone 5.2 Mobile Phone 5.3 Fax machines 5.4 Two-way radio 5.5 Computers 5.6 Forms 5.7 Memo 5.8 Two-way radio
6. Forms	6.1 Memorandum 6.2 Requisitioning Form 6.3 Personnel Form 6.4 Safety Report Form
7. Documentation	7.1 Reports (Monthly, Quarterly, Half-Yearly, Annual) 7.2 Plans (Strategic Plan, Operational Plan, Monthly Schedule) 7.3 Monitoring and Evaluation Report 7.4 Minutes of Meetings
Evidence Guide The evidence must be authentic, valid, sufficient, reliable, consistent and recent and meet the requirements of the current version of the Unit of Competency	
1. Critical Aspects of Competency	Assessment required evidence that the candidate: 1.1 demonstrated knowledge of workplace procedures in receiving, interpreting and conveying verbal & written communication. 1.2 satisfied the requirements mentioned in the Performance Criteria and Range of Variables.
2. Underpinning Knowledge	2.1 Workplace Communication Policies, Standards and Procedures 2.2 Verbal and Non-verbal communication 2.3 Modes of Communication

	2.4 Communication Equipment: Types, Uses and Faults 2.5 Channels of Communication
3. Underpinning Skills	3.1 Receiving verbal instructions. 3.2 Interpreting verbal and written information/ instruction 3.3 Conveying instructions using verbal and written forms of communication 3.4 Completing written documentation 3.5 Participating in workplace meetings and discussions
4. Underpinning Attitude	4.1 Commitment to occupational health and safety 4.2 Environmental concerns 4.3 Eagerness to learn 4.4 Tidiness and timeliness 4.5 Respect for rights of peers and seniors in workplace 4.6 Communication with peers and seniors in workplace
5. Resource Implications	The following resources must be provided: 5.1 Pens 5.2 Telephone 5.3 Computer 5.4 Writing materials 5.5 Online communication
6. Methods of Assessment	Methods of assessment may include but not limited to: 6.1 Workplace observation 6.2 Demonstration 6.3 Oral questioning 6.4 Written test 6.5 Portfolio
7. Context of Assessment	7.1 Competency assessment must be done in NSDA accredited assessment centre 7.2 Assessment should be done by a NSDA certified/nominated assessor.
Accreditation Requirements Training Providers must be accredited by NSDA, the National Quality Assurance Body, or a body with delegated authority for quality assurance to conduct training and assessment against this unit of competency for credit towards the award of national qualification. Accredited providers assessing against this unit of competency must meet the quality assurance requirements set by NSDA.	

Sector-specific Units of Competencies

Unit Code and Title	SU-CS-L1-012-V1: Work in the Beauty Care Areas
Nominal Hours	20 Hours
Unit Descriptor	<p>This unit covers the skills, knowledge and altitude to working in the beauty care areas.</p> <p>It includes the organizational structure within the beauty salons, identify processes and procedures, tools, equipment and materials, organize own workload and practice OSH.</p>
Elements of Competency	Performance Criteria <u>Bold and Underlined</u> terms are elaborated in the Range of Variables.
1. Describe the organization structure within the sector	1.1 Scope, nature and <u>major fields</u> of the beauty care is determined 1.2 Profile of the beauty industry in relation to Bangladesh <u>employment conditions</u> is determined 1.3 Trends and technologies relevant to the sector are explained 1.4 Relevant policies and guidelines are identified and interpreted 1.5 <u>Instructions</u> as to procedures in achieving quality are obtained, understood, and clarified
2. Identify processes and procedures	2.1 Processes in the beauty industry are identified, described and explained based on specifications 2.2 Work steps are correctly identified based on <u>Manuals</u> of Instruction. 2.3 Adjustments are interpreted
3. Identify workplace requirements	3.1 <u>Workplace requirements</u> are identified and clarified 3.2 Roles and responsibilities of all personnel are described 3.3 Workplace's practices are identified 3.4 <u>Problem-solving strategies</u> are used to address bottlenecks, inconsistencies and other concerns
4. Organize own workload	4.1 Own work activities are planned and progress of work is communicated to relevant staff 4.2 Work activities are completed 4.3 Difficulties and bottlenecks are identified, and solutions are put forwarded 4.4 Own work is monitored against workplace standards and areas for improvement identified and acted upon
Range of Variables	
Variables	Range (may include but not limited to):
1. Major Fields	1.1 Makeup art 1.2 Skin Care

	1.3 Nail Care 1.4 Hair Services 1.5 Hair Removing
2. Employment conditions	2.1 Code of Practice 2.2 Salary/Wage System 2.3 Labor Practices 2.4 Anti-Discrimination Policy 2.5 Gender Issues 2.6 Collective Bargaining and Other Practices 2.7 Awards 2.8 Procedures for Handling Disputes 2.9 Innovations in the Informal Sector
3. Instructions	3.1 Office programs 3.2 Specifications and requirements 3.3 Standard operating procedures 3.4 Manuals of Instruction 3.5 Operations Manual 3.6 Environmental Guidelines 3.7 GAD Guidelines
4. Manuals	4.1 Manual of Instruction 4.2 Manual of Specification 4.3 Operations Manual 4.4 Repair Manual 4.5 Quality Manual
5. Workplace requirements	5.1 Goals and objectives 5.2 Strategic and Operational Plans 5.3 Systems and Processes 5.4 Monitoring and Evaluation 5.5 Reports and Documentation
6. Problem-solving strategies	6.1 Asking questions 6.2 Feedback and Feed forward system 6.3 Reference to Standard Operating Procedures 6.4 Accessing Information 6.5 Review 6.6 Brainstorming
Evidence Guide The evidence must be authentic, valid, sufficient, reliable, consistent and recent and meet the requirements of the current version of the Unit of Competency.	
1. Critical aspects of competency	Assessment required evidence that the candidate: 1.1 identified processes and procedures in the beauty industry 1.2 identified tools, equipment and materials

	1.3 identified workplace requirements 1.4 practiced OSH in performing works
2. Underpinning knowledge	2.1 Basic software operation 2.2 Scope and Major Divisions of the Beauty Industry 2.3 Policies and Guidelines 2.4 Manuals Used in the Beauty Industry 2.5 Relevant Terminologies and Acronyms 2.6 Types and Uses of Beauty industries tools and materials 2.7 Workplace Practices 2.8 Occupational Health and Safety Practices 2.9 Recording and reporting practices
3. Underpinning skills	3.1 Checking input electrical parameters of the device in accordance with peripheral device specification. 3.2 Describing organization structure within the Beauty industry 3.3 Identifying processes and procedures 3.4 Identifying tools, equipment and materials 3.5 Identifying workplace practices 3.6 Organizing own workload 3.7 Practicing OSH
4. Underpinning attitudes	4.1 Commitment to occupational health and safety 4.2 Promptness in carrying out activities 4.3 Sincere and honest to duties 4.4 Environmental concerns 4.5 Eagerness to learn 4.6 Tidiness and timeliness 4.7 Respect for rights of peers and seniors in workplace 4.8 Communication with peers and seniors in workplace
5. Resource implications	The following resources must be provided: 5.1 Workplace (actual or simulated) 5.2 Availability of quality tools and materials required 5.3 Information on standard operating procedures (SOP), 5.4 OSH, and other policies and guidelines 5.5 Relevant specifications and work instructions 5.6 Fire extinguisher 5.7 Uninterrupted power supply
6. Methods of assessment	Competency should be assessed by 6.1 Workplace observation 6.2 Demonstration 6.3 Oral questioning 6.4 Written test 6.5 Portfolio

7. Context of assessment	<p>7.1 Competency assessment must be done in NSDA accredited assessment centre</p> <p>7.2 Assessment should be done by a NSDA certified/nominated assessor</p>
<p>Accreditation Requirements</p> <p>Training Providers must be accredited by NSDA, the National Quality Assurance Body, or a body with delegated authority for quality assurance to conduct training and assessment against this unit of competency for credit towards the award of national qualification. Accredited providers assessing against this unit of competency must meet the quality assurance requirements set by NSDA.</p>	

Occupation Specific Units of Competencies

Unit Code and Title	OU-IS-MA-L2-01-V1: Recognize History of Makeup art
Nominal Hours	10 Hours
Unit Descriptor	<p>This unit covers the knowledge, skills and attitude to Recognize history if Makeup art.</p> <p>It includes interpreting history make-up, explaining Makeup and scoping of Makeup work.</p>
Elements of Competency	<p>Performance Criteria <u>Bold and Underlined</u> terms are elaborated in the Range of Variables.</p>
1. Interpret History of Makeup	<p>1.1. History of Makeup is explained.</p> <p>1.2. <u>Era</u> of Makeup is described.</p>
2. Explain Makeup	<p>2.1 <u>Makeup</u> is defined</p> <p>2.2 Types of Makeup is identified</p> <p>2.3 Origin of Makeup is identified</p> <p>2.4 Principle of Makeup Artist is identified</p>
3. Interpret scope of Makeup work	<p>3.1 Scope of Makeup work is explained</p> <p>3.2 Makeup artist qualification is described</p> <p>3.3 Environment of Makeup salon is interpreted</p> <p>3.4 Makeup artist and health is explained</p>
Range of Variables	
Variables	Range (may include but not limited to):
1. Era	<p>1.1 Ancient- Egypt/Greece/Rome</p> <p>1.2 Classic</p> <p>1.3 Medieval</p> <p>1.4 Modern</p> <p>1.5 Contemporary</p>
2. Makeup	<p>2.1 Era makeup</p> <p>2.2 Casual makeup</p> <p>2.3 Bridal make-up</p> <p>2.4 Media Makeup (still. Light)</p> <p>2.5 Special day make-up</p> <p>2.6 Experimental Makeup</p>
Evidence Guide	
The evidence must be authentic, valid, sufficient, reliable, consistent and recent and meet the requirements of the current version of the Unit of Competency.	
1. Critical aspects of competency	<p>Assessment required evidence that the candidate:</p> <p>1.1 Interpreted history of make-up</p> <p>1.2 Explained make-up</p>

	1.3 Scoped of Makeup work
2. Underpinning knowledge	2.1 State makeup 2.2 Types of makeup <ul style="list-style-type: none"> 2.2.1 Era make-up 2.2.2 Casual make-up 2.2.3 Bridal make-up 2.2.4 Media Makeup (still. Light) 2.2.5 Special day make-up 2.2.6 Experimental Makeup 2.3 Victorian Makeup Look 2.4 Edwardian Makeup Look 2.5 1910s Makeup Look 2.6 1920s Makeup Look 2.7 1930s Makeup Look 2.8 1940s Makeup Look 2.9 1950s Makeup Look 2.10 Makeup era <ul style="list-style-type: none"> 2.9.1 Ancient- Egypt/Greece/Rome 2.9.2 Classic 2.9.3 Medieval 2.9.4 Modern 2.9.5 Contemporary
3. Underpinning skills	3.1 Using learning resources 3.2 Browsing internet 3.3 Applying literature and linguistic skills
4. Underpinning attitudes	4.1 Commitment to occupational health and safety 4.2 Environmental concerns 4.3 Eagerness to learn 4.4 Tidiness and timeliness 4.5 Respect for rights of peers and seniors in workplace
5. Resource implications	5.1 Workplace (actual or simulated) 5.2 Tools and equipment 5.3 Manuals 5.4 Catalogues 5.5 Fire extinguisher 5.6 Uninterrupted power supply
6. Methods of assessment	Competency should be assessed by: <ul style="list-style-type: none"> 6.1 Written test 6.2 Demonstration 6.3 Oral questioning 6.4 Portfolio

7. Context of assessment	<p>7.1 Competency assessment must be done in NSDA accredited assessment centre</p> <p>7.2 Assessment should be done by a NSDA certified/nominated assessor</p>
<p>Accreditation Requirements</p> <p>Training Providers must be accredited by NSDA, the National Quality Assurance Body, or a body with delegated authority for quality assurance to conduct training and assessment against this unit of competency for credit towards the award of Bangladesh national skills qualification. Accredited providers assessing against this unit of competency must meet the quality assurance requirements set by NSDA.</p>	

Unit Code and Title	OU-IS-MA-L2-03-V1: Apply Hygiene Management Practices in Makeup
Nominal Hours	15 Hours
Unit Descriptor	<p>This unit covers the knowledge, skills and attitudes in the apply hygiene management practices in make-up.</p> <p>This includes it maintaining personal hygiene, hygiene in Makeup shop and disinfection, sterilization.</p>
Elements of Competency	<p>Performance Criteria</p> <p><u>Bold and Underlined</u> terms are elaborated in the Range of Variables.</p>
1. Maintain personal hygiene of employees	<p>1.1 Personal hygiene is explained</p> <p>1.2 <u>Personal protective equipment</u> is selected and worn</p> <p>1.3 Protective clothing is used</p> <p>1.4 Hand is sanitized</p> <p>1.5 Nail is cleaned and cut</p>
2. Maintain Public hygiene	<p>2.1 Definition and scope of <u>public hygiene</u> is described</p> <p>2.2 Understand the Importance of public hygiene in relations to makeup art is explained</p> <p>2.3 Public hygiene is maintained as per workplace standard</p>
3. Maintain Hygiene in a Makeup area	<p>3.1 Checklist is collected and prepared as per job requirement</p> <p>3.2 Floor is cleaned and sanitized</p> <p>3.3 Furniture is cleaned and sanitized</p> <p>3.4 Comfort room is cleaned and disinfected</p> <p>3.5 Clean hazard as required</p> <p>3.6 Laundry and towels are cleaned and disinfected</p> <p>3.7 Classify & discharge the Wastes produced from the customers' procedure as well as operation of the Makeup shop is Classified and discharge as per workplace standard</p> <p>3.8 Workplace is ventilated for the fresh air as required</p> <p>3.9 Relevant hygiene regulations and practices is compiled</p>
4. Disinfect and sterilize tools and equipment	<p>4.1 Tools and equipment are cleaned and <u>disinfected</u></p> <p>4.2 Tools and equipment are sanitized and sterilized.</p>
Range of Variables	
Variables	Range (may include but not limited to):
1. Personal protective equipment	<p>1.1 Safety shoe</p> <p>1.2 Face musk</p> <p>1.3 Hand gloves</p> <p>1.4 Apron</p>
2. Public hygiene	<p>2.1. Personal hygiene of employees</p> <p>2.2. Concepts of public hygiene and environmental hygiene</p>

	2.3. Hygiene issues in the salon 2.4. Hygiene of beauty equipment and tools 2.5. Relevant hygiene regulations
3. Disinfected	3.1 Occasionally checkup the safety & disinfection states of beauty instruments, etc. for prevention of infection accidents 3.2 Occasionally checkup the disinfection, sterilization states of the Makeup tools for prevention of infection accidents 3.3 Check up the floor water for prevention of slipping accidents 3.4 Emergency actions according to the situations by being equipped with first-aid medicine 3.5 Disinfect the wounded parts, practitioner's hands, tools or instruments in use for prevention of the infection accidents when bleeding occurred to the customers
Evidence Guide The evidence must be authentic, valid, sufficient, reliable, consistent and recent and meet the requirements of the current version of the Unit of Competency.	
1. Critical aspects of competency	1.1 Explained Personal hygiene 1.2 Personal protective equipment is selected and worn 1.3 Understand the Importance of public hygiene in relations to makeup art is explained 1.4 Maintain Hygiene in a Makeup shop 1.5 Disinfect and sterilize tools and equipment
2. Underpinning knowledge	2.1 Define hygiene 2.2 Define sterilization 2.3 Sterilization procedure tools and equipment 2.4 Difference between sterilization and cleaning 2.5 Disinfectant 2.6 Workplace hazard
3. Underpinning skills	3.1 Selecting PPE 3.2 Using tools and equipment for sterilization 3.3 Handling customers 3.4 Communicating in the workplace
4. Underpinning attitudes	4.1 Commitment to occupational health and safety 4.2 Environmental concerns 4.3 Eagerness to learn 4.4 Tidiness and timeliness 4.5 Respect for rights of peers and seniors in workplace
5. Resource implications	5.1 Workplace (actual or simulated) 5.2 Tools and equipment 5.3 Disinfectants 5.4 Quality materials for performing work activities

	5.5 Fire extinguisher 5.6 Uninterrupted power supply
6. Methods of assessment	Competency should be assessed by: 6.1 Written test 6.2 Demonstration 6.3 Oral questioning 6.4 Portfolio
7. Context of assessment	6.1 Competency assessment must be done in NSDA accredited assessment centre 6.2 Assessment should be done by a NSDA certified/nominated assessor
Accreditation Requirements Training Providers must be accredited by NSDA, the National Quality Assurance Body, or a body with delegated authority for quality assurance to conduct training and assessment against this unit of competency for credit towards the award of Bangladesh national skills qualification. Accredited providers assessing against this unit of competency must meet the quality assurance requirements set by NSDA.	

Unit Code and Title	OU-IS-MA-L2-02-V1: Apply Knowledge of Makeup Materials
Nominal Hours	15 Hours
Unit Descriptor	<p>This unit covers the knowledge, skills and attitudes required to Apply Knowledge of Makeup Materials.</p> <p>It specially includes identifying Makeup materials and explaining care of using Makeup materials.</p>
Elements of Competency	Performance Criteria <u>Bold and Underlined</u> terms are elaborated in the Range of Variables
1. Identify Makeup materials	1.1 <u>Forms</u> of different beauty products are identified 1.2 <u>Makeup materials</u> is identified. 1.3 Chemical ingredients of beauty products are identified 1.4 <u>Label contents</u> of popular beauty products is interpreted
2. Use Makeup materials	2.1 Use of Makeup materials is explained 2.2 Precautions of using makeup products is explained 2.3 Adverse effects of using makeup materials are explained 2.4 Suitable makeup products according to customers' skin condition is recommend 2.5 Makeup products according to manufacturers' manuals is used
Range of Variables	
Variables	Range (may include but not limited to):
1. Form	1.1 Powder 1.2 Stick form 1.3 Fluid form 1.4 Cream form 1.5 Ointment 1.6 Past 1.7 Gel
2. Make up materials	2.1 Skin products: serum, neck cream, eye cream sun screen cream 2.2 Toning products: toner, freshener, astringent 2.3 Moisturizing products: lotion, cream, face mask 2.4 Cleansing products: cleansing cream, cleansing lotion, foaming cleanser, cleansing bar

	2.5 Exfoliating products: exfoliating cream, scrubbing cream, etc. 2.6 Massaging products: oil, cream, gel, etc. 2.7 Makeup product: Eye primer, Foundation, make up base, Powder, Eye liner, Mascara, Blusher, Artificial eyelashes, Makeup brush, Makeup Tool, Make up setting spray.
3. Label contents	3.1 Shelf life 3.2 Ingredients 3.3 Usage
Evidence Guide The evidence must be authentic, valid, sufficient, reliable, consistent and recent and meet the requirements of the current version of the Unit of Competency.	
1. Critical Aspects of Competency	Assessment required evidence that the candidate: <ul style="list-style-type: none"> 1.1 Makeup materials identified 1.2 Label contents of popular beauty products is interpreted 1.3 Precautions of using beauty products is explained 1.4 Adverse effects of using Makeup materials are explained 1.5 Beauty products according to manufacturers' manuals is used
2. Underpinning Knowledge	<ul style="list-style-type: none"> 2.1 Make up materials <ul style="list-style-type: none"> 2.1.1 Skin products: serum, neck cream, eye cream sun screen cream 2.1.2 Toning products: toner, freshener, astringent 2.1.3 Moisturizing products: lotion, cream, face mask 2.1.4 Cleansing products: cleansing cream, cleansing lotion, foaming cleanser, cleansing bar 2.1.5 Exfoliating products: exfoliating cream, scrubbing cream, etc. 2.1.6 Massaging products: oil, cream, gel, etc. 2.1.7 Makeup product: Eye primer, Foundation, make up base, Powder, Eye liner, Mascara, Blusher, Artificial eyelashes, Makeup brush, Makeup Tool, Make up setting spray 3. Forms of makeup materials <ul style="list-style-type: none"> 3.1 Powder 3.2 Stick form 3.3 Fluid form 3.4 Cream form 3.5 Ointment Past 3.6 Gel 4. Label contents of product
3. Underpinning Skills	3.1 Using learning resources

	3.2 Browsing internet 3.3 Applying literature and linguistic skills
4.Required Attitudes	4.1 Commitment to occupational health and safety 4.2 Promptness in carrying out activities 4.3 Sincere and honest to duties 4.4 Environmental concerns 4.5 Eagerness to learn 4.6 Tidiness and timeliness 4.7 Respect for rights of peers and seniors in workplace 4.8 Communication with peers and seniors in workplace
5. Resource Implications	The following resources must be provided: 5.1 Workplace (actual or simulated) 5.2 Tools and equipment 5.3 Makeup materials 5.4 Fire extinguisher 5.5 Uninterrupted power supply
6. Methods of Assessment	Methods of assessment may include but not limited to: 6.1 Written test 6.2 Demonstration (Practical Demonstration) 6.3 Oral questioning 6.4 Portfolio
7. Context of Assessment	7.1 Competency assessment must be done in NSDA accredited assessment centre 7.2 Assessment should be done by a NSDA certified/nominated assessor
Accreditation Requirements Training Providers must be accredited by NSDA, the National Quality Assurance Body, or a body with delegated authority for quality assurance to conduct training and assessment against this unit of competency for credit towards the award of Bangladesh national skills qualification. Accredited providers assessing against this unit of competency must meet the quality assurance requirements set by NSDA.	

Unit Code and Title	OU-IS-MA-L2-04-V1: Apply Chromaticity for Makeup
Nominal Hours	80 Hours
Unit Descriptor	<p>This unit covers the knowledge, skills and attitude required to apply Chromaticity for Makeup.</p> <p>It specifically includes about principles of chromatology and select suitable cosmetics and apply Makeup on customers according to the instructions in places providing Makeup service.</p>
Elements of Competency	<p>Performance Criteria <u>Bold and Underlined</u> terms are elaborated in the Range of Variables.</p>
1. Recognize chromatology	<p>1.1 <u>Color</u> science is explained</p> <p>1.2 The origin of chromatology is describe</p> <p>1.3 The relationship of color and light are explained</p> <p>1.4 <u>3 attributes of color</u> and <u>tone</u> are Interpreted</p> <p>1.5 Colors mixing procedure is explained</p> <p>1.6 The feeling of colors are interpreted</p>
2. Interpret principles of chromatology	<p>2.1 Formation and <u>classification of colours</u> are explained</p> <p>2.2 Major <u>elements of colour</u> are described</p> <p>2.3 The series of warm colours and cool colours and their properties are explained</p> <p>2.4 The matching of complexion with colour is descried</p> <p>2.5 The elements affecting colour matching is descried</p> <p>2.6 The effects of lighting on colours is explained</p> <p>2.7 Contrast and harmony of color is explained</p> <p>2.8 The images of the colors associated according to the seasons are described</p> <p>2.9 The abstract images associated according to the color is explained</p>
3. Apply chromatology to makeup	<p>3.1 <u>Preparations</u> for Makeup are made</p> <p>3.2 Suitable cosmetic colours to meet the customers 'requirements are Selected and prepared</p> <p>3.3 Makeup result is examined and fine-tuned to ensure that the choice and application of colours are harmonious and consistent and suit the customers 'requirements</p> <p>3.4 Colour shading techniques are applied by selecting colours to suit the complexion and Makeup purpose of the customers and provide the Makeup service</p> <p>3.5 Different colours correctly applied to Makeup considering matching effects and application techniques</p> <p>3.6 Examine if the overall Makeup effect is consistent</p>

Range of Variables	
Variables	Range (may include but not limited to):
1. Colours	1.1 Chromatic colours, 1.2 Achromatic colours
2. Classification of colours	2.1 primitive colours 2.2 primary colours 2.3 secondary colours 2.4 tertiary colours 2.5 Spring type 2.6 Summer type 2.7 Autumn type 2.8 Winter type
3. 3 attributes of colour	3.1 hue 3.2 saturation 3.3 brightness
4. Tone	4.1 warm tone 4.2 cold tone
5. Elements of colour	5.1 Hue 5.2 saturation 5.3 lightness 5.4 opacity 5.5 purity
6. Preparations	6.1 Cleansing the customers 'face 6.2 Sterilizing the tools and hands
Evidence Guide The evidence must be authentic, valid, sufficient, reliable, consistent and recent and meet the requirements of the current version of the Unit of Competency.	
1. Critical aspects of competency	Assessment required evidence that the candidate: 1.1 Learn about & understand the definition & concept of colors 1.2 Understand & apply the effects of colors on the Makeup 1.3 Be able to understand about 3 attributes of color for application 1.4 Be able to understand about classification of the colors for application 1.5 Be able to understand about mixing of the colors for application 1.6 Enable the Makeup & coordination presentation by cultivation of the color sense through the contrast & harmony of colors & learning about the combination

2. Underpinning knowledge	2.1 definition & concept of colors 2.2 needs for chromatology 2.3 3 attributes of color 2.4 classification of colors such as pure color, light color, dull color, etc. 2.5 mixing & lighting of colors 2.6 contrast & harmony of colors 2.1 combination of color 2.2 color scheme
3. Underpinning skills	3.1 Classifying & applying of the colors 3.2 Capability of finding & using the colors suited to the customers 3.3 Finding the colors suited to the customers by understanding & applying 3 attributes of color 3.4 Missing & applying of colors 3.5 Harmonizing among color, Makeup & lighting 3.6 Contrasting & harmony of colors 3.7 Coordinating through color combination
4. Underpinning attitudes	4.1 Attitude for understanding & application of the colors 4.2 Attitude for finding the hues suited to the customer's taste & skin color to satisfy the customers 4.3 Attitude for understanding & applying the color, colorfulness, & brightness 4.4 Attitude for finding the suitable colors by identification of the customer's inclination & atmosphere 4.5 Attitude for mixing of the colors & active application of them 4.6 Commitment to occupational health and safety 4.7 Environmental concerns 4.8 Eagerness to learn 4.9 Tidiness and timeliness 4.10 Respect for rights of peers and seniors in workplace
5. Resource implications	5.1 Workplace (simulated or actual) 5.2 Models 5.3 Tools, equipment and supplies/materials relevant to the activity to be performed 5.4 Availability of materials 5.5 Fire extinguisher 5.6 Uninterrupted power supply
6. Methods of assessment	Competency should be assessed by: 6.1 Written test 6.2 Demonstration 6.3 Oral questioning

	6.4 Portfolio
7.Context of assessment	<p>7.1 Competency assessment must be done in NSDA accredited assessment centre</p> <p>7.2 Assessment should be done by a NSDA certified/nominated assessor</p>
<p>Accreditation Requirements</p> <p>Training Providers must be accredited by NSDA, the National Quality Assurance Body, or a body with delegated authority for quality assurance to conduct training and assessment against this unit of competency for credit towards the award of national skills qualification. Accredited providers assessing against this unit of competency must meet the quality assurance requirements set by NSDA.</p>	

Unit Code and Title	OU-IS-MA-L2-05-V1: Design and Apply Makeup
Nominal Hours	100 Hours
Unit Descriptor	<p>This unit covers the knowledge, skills and attitude in design and apply make-up.</p> <p>It specifically includes preparing client, cleansing face, analyzing face and design make – up plan, selecting products, tools and equipment, applying make-up, false eye lashes and checking customer satisfaction and advise on further product use.</p>
Elements of Competency	<p>Performance Criteria <u>Bold and Underlined</u> terms are elaborated in the Range of Variables.</p>
1. Prepare client	<p>1.1 <u>Personal protective equipment</u> is selected and worn as required.</p> <p>1.2 Client is prepared for service.</p> <p>1.3 <u>Contra-indications</u> are identified and explained to client and referred to <u>appropriate professional</u> where required.</p> <p>1.4 Client's <u>skin type/condition</u> is assessed to determine appropriate product application techniques.</p>
2. Cleanse face	<p>2.1 Suitable <u>cleansing products</u> are identified for client's skin type/different areas of face.</p> <p>2.2 Client's skin is thoroughly cleansed.</p>
3. Analyse face and design Makeup plan	<p>3.1 Facial shapes and areas are assessed to determine correct product application.</p> <p>3.2 Facial areas requiring corrective/camouflage Makeup are identified and client advised accordingly.</p> <p>3.3 Image is identified to design for occasion and wear suitability.</p> <p>3.4 <u>Color design principles</u> are applied according to client requirements.</p> <p>3.5 <u>Makeup plan</u> is designed, noted and agreed with client.</p>
4. Apply makeup	<p>4.1 Suitable <u>Makeup products</u> and <u>consumables</u> are selected and agreed with client.</p> <p>4.2 <u>Tools and equipment</u> are identified and selected according to product manufacturer recommendations and Makeup plan.</p> <p>4.3 Correct usage and care of Makeup and equipment is identified and applied according to manufacturer recommendations, relevant legislation and workplace policies and procedures.</p>

	<p>4.4 Products, tools and equipment are applied sequentially according to Makeup plan, manufacturer recommendations, <u>relevant legislation</u> and <u>workplace policies and procedures</u>.</p> <p>4.5 Procedures and products are explained to client during application.</p> <p>4.6 Makeup application is evaluated against client expectation/specified outcomes.</p>
5. Apply false eyelashes	<p>6.1 Patch test is performed and evaluated to determine <u>adverse effects</u>.</p> <p>6.2 Materials are applied sequentially according to manufacturer recommendations and workplace policies and procedures.</p> <p>6.3 Service is evaluated against client's agreed treatment plan.</p>
6. Check Customer satisfaction and advise on further product use	<p>1.1 Clients' overall satisfaction is ensured</p> <p>1.2 Client is advised of suitable homecare products/techniques to maintain application.</p> <p>1.3 Products, tools and equipment used are clearly explained and application is demonstrated as required.</p> <p>1.4 Possible contra-indications and adverse effects are explained to client.</p>
Range of Variables	
Variables	Range (may include but not limited to):
1. Personal protective equipment	<p>1.1 Apron</p> <p>1.2 Face mask</p> <p>1.3 Hand gloves</p> <p>1.4 Hair net</p> <p>1.5 Safety shoes</p>
2. Contra-indications	<p>2.1 bacterial, viral or fungal infections</p> <p>2.2 acne</p> <p>2.3 impetigo</p> <p>2.4 warts</p> <p>2.5 lice</p> <p>2.6 scabies</p> <p>2.7 rashes</p> <p>2.8 boils/carbuncles</p> <p>2.9 sun burn</p> <p>2.10 candidiasis</p> <p>2.11 other visible non-normal skin</p>
3. Appropriate professional	<p>3.1 medical practitioner</p> <p>3.2 complementary therapist</p>
4. Skin type/condition	<p>4.1 normal</p> <p>4.2 dry</p> <p>4.3 oily</p>

	4.4 combination 4.5 sensitive 4.6 pigmented 4.7 coupe rose 4.8 damaged 4.9 mature.
5. Cleansing products	4.1. soaps 4.2. milks 4.3. creams 4.4. water based cleanser 4.5. tissues 4.6. oils
6. Colour design principles	6.1 tonal values 6.2 colour wheel
7. Makeup plan	7.1 client's facial shape 7.2 highlighting/shading techniques 7.3 areas requiring correction/camouflage 7.4 era make up <ul style="list-style-type: none"> 7.4.1 Ancient- Egypt/Greece/Rome 7.4.2 Classic 7.4.3 Medieval 7.4.4 Modern 7.4.5 Contemporary 7.5 context: <ul style="list-style-type: none"> 7.5.1 business 7.5.2 social 7.5.3 day/evening 7.5.4 special occasion.
8. Makeup products	8.1 oil based, water based, solid or fluid with varying degrees of coverage and pigmentation 8.2 pre-Makeup products and stabilisers 8.3 concealers 8.4 foundation (liquid/solid) 8.5 compact powders 8.6 loose powders 8.7 eyeshadows 8.8 eyeliners 8.9 blushers 8.10 mascaras 8.11 false lashes 8.12 lipsticks

	8.13 eye pencils 8.14 lip pencils 8.15 highlighter 8.16 bronzer 8.17 powder based glitters 8.18 cream based glitters 8.19 pigment
9. Consumables	9.1 Tissues (dry, wet and sanitized) 9.2 Deodorant 9.3 Sanitizer
10.Tools and equipment	9.1 brushes 9.2 sponges 9.3 applicators 9.4 pallets 9.5 lash curlers 9.6 tweezers 9.7 magnifying mirror 9.8 containers/trays 9.9 pencil sharpeners 9.10 spatulas 9.11 Makeup box 9.12 tissue 9.13 water spray bottle
11.Relevant legislation	11.1 State and local health and hygiene regulations 11.2 Occupational Health and Safety regulations 11.3 Industry/workplace codes of practice.
12.Workplace policies and procedures	12.1 health and hygiene 12.2 workplace time frame allocated for the performance of the service 12.3 product range and manufacturer instructions 12.4 waste disposal 12.5 waste minimisation
13.Adverse effects	13.1. Allergic effects 13.2. Irritation of eyes
Evidence Guide The evidence must be authentic, valid, sufficient, reliable, consistent and recent and meet the requirements of the current version of the Unit of Competency.	
1. Critical aspects of competency	1.1 Selected and worn personal protective equipment 1.2 Identified and explained <u>Contra-indications</u> are to client

	<p>and referred to <u>appropriate professional</u></p> <p>1.3 Identified Suitable <u>cleansing products</u> for client's skin type/different areas of face.</p> <p>1.4 Identified Facial areas requiring corrective/camouflage Makeup are and client advised accordingly.</p> <p>1.5 Applied <u>Color design principles</u> are according to client requirements.</p> <p>1.6 Designed, noted and agreed <u>Makeup plan</u> is with client.</p> <p>1.7 Selected suitable <u>Makeup products</u> and <u>consumables</u></p> <p>1.8 Identified correct usage and care of Makeup and equipment and applied <u>Makeup products</u> according to manufacturer recommendations</p> <p>1.9 Applied makeup following relevant legislation and workplace policies and procedures.</p> <p>1.10 Applied false eyelashes</p> <p>1.11 Checked Customer satisfaction and advise on further product use</p>
2. Underpinning knowledge	<p>2.1 Relevant health and hygiene regulations/requirements.</p> <p>2.2 Relevant Occupational Health and Safety regulations/requirements.</p> <p>2.3 Infection control procedures and the application of universal precautions.</p> <p>2.4 Workplace policies and procedures in regard to the performance of a Makeup service.</p> <p>2.5 The appearance of contra-indications and adverse effects.</p> <p>2.6 Facial shapes and their relationship to the elements and principles of design.</p> <p>2.7 Skin foundation Theory</p> <p>2.8 Base makeup</p> <p>2.9 Camouflage makeup</p> <p>2.10 Types of eyebrows/lips/nose/eye shape & correction method</p> <p>2.11 Anatomy and physiology of the skin and skin structures as it relates to Makeup services, including a simplified cross-section of skin.</p> <p>2.12 Facial shape and contour effects of lighting natural/artificial on cosmetics</p> <p>2.13 color design principles</p> <p>2.14 color wheel, primary, secondary, complementary</p> <p>2.15 colors, grey scale tonal value</p> <p>2.16 Tone, value, hue and shade.</p> <p>2.17 Cosmetic chemistry/ingredients in relevant make-up</p>

	2.18 Colour physics and its use in Makeup application. 2.19 Awareness of the effect of changes created by specific Makeup products and color application techniques
3. Underpinning skills	3.1 Maintaining health and hygienic practices 3.2 Using makeup tools and equipment 3.3 Communicating with clients with due courtesy 3.4 Practicing workplace code of conduct 3.5 Planning work activities plan 3.6 Using catalogue and manufacturer's instructions
4. Underpinning attitudes	4.1 Commitment to occupational health and safety 4.2 Environmental concerns 4.3 Eagerness to learn 4.4 Tidiness and timeliness 4.5 Respect for rights of peers and seniors in workplace
5. Resource implications	5.1 Workplace (simulated or actual) 5.2 Models 5.3 Tools, equipment and supplies/materials relevant to the activity to be performed 5.4 Availability of materials 5.5 Fire extinguisher 5.6 Uninterrupted power supply
6. Methods of assessment	Competency should be assessed by: 6.1 Written test 6.2 Demonstration 6.3 Oral questioning 6.4 Portfolio
7. Context of assessment	7.1 Competency assessment must be done in NSDA accredited assessment centre 7.2 Assessment should be done by a NSDA certified/nominated assessor

Accreditation Requirements

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Unit Code and Title	OU-IS-MA-L2-06-V1: Perform Color Tone Makeup - Natural
Nominal Hours	80 Hours
Unit Descriptor	<p>This unit covers the knowledge, skills and attitude in required perform color tone makeup</p> <p>It specifically includes Prepare client, Cleanse face, analyze face, design Makeup plan, Select products, tools and equipment, Apply natural make-up, Check Customer satisfaction and advise on further product use</p>
Elements of Competency	Performance Criteria <u>Bold and Underlined</u> terms are elaborated in the Range of Variables.
1. Prepare client	<p>1.1 <u>Personal protective equipment</u> is selected and worn as required.</p> <p>1.2 Client is prepared for service.</p> <p>1.3 <u>Contra-indications</u> are identified, explained to client and referred to <u>appropriate professional</u> where required.</p> <p>1.4 Client's <u>skin type/condition</u> is assessed to determine appropriate product application techniques.</p>
2. Cleanse face	<p>2.1 Suitable <u>cleansing products</u> are identified for client's skin type/different areas of face.</p> <p>2.2 Client's skin is thoroughly cleansed.</p>
3. Analyse face and design Makeup plan	<p>3.1 Facial shapes and areas are assessed to determine correct product application.</p> <p>3.2 Facial areas requiring corrective/camouflage Makeup are identified and client advised accordingly</p> <p>3.3 Image is identified to design for occasion and wear suitability.</p> <p>3.4 <u>Color design principles</u> are applied according to client requirements.</p> <p>2.3 <u>Makeup plan</u> is designed, noted and agreed with client</p>
4. Apply natural makeup	<p>4.1 Suitable <u>Makeup products</u> and <u>consumables</u> are selected and agreed with client</p> <p>4.2 <u>Tools and equipment</u> are identified and selected according to product manufacturer recommendations and Makeup plan</p> <p>4.3 Correct usage and care of Makeup and equipment is identified and applied according to manufacturer recommendations, relevant legislation and workplace policies and procedures</p>

	<p>4.4 Products, tools and equipment are applied sequentially according to Makeup plan, manufacturer recommendations, relevant legislation and workplace policies and procedures.</p> <p>4.5 Procedures and products are explained to client during application.</p> <p>4.6 Makeup application is evaluated against client expectation/specified outcomes.</p>
5. Check Customer satisfaction and advise on further product use	<p>5.1 Clients' overall satisfaction is ensured</p> <p>5.2 Client is advised of suitable homecare</p> <p>5.3 products/techniques to maintain application</p> <p>5.4 Products, tools and equipment used are clearly explained and application is demonstrated as required</p> <p>5.5 Possible contra-indications and adverse effects are explained to client</p>
Range of Variables	
Variables	Range (may include but not limited to):
1. Personal protective equipment	<p>1.1 Apron</p> <p>1.2 Face mask</p> <p>1.3 Hand gloves</p> <p>1.4 Hair net</p> <p>1.5 Safety shoes</p>
2. Contra-indications	<p>2.1 bacterial, viral or fungal infections</p> <p>2.2 acne</p> <p>2.3 impetigo</p> <p>2.4 warts</p> <p>2.5 lice</p> <p>2.6 scabies</p> <p>2.7 rashes</p> <p>2.8 boils/carbuncles</p> <p>2.9 sun burn</p> <p>2.10 candidiasis</p> <p>2.11 other visible non-normal skin</p>
3. Appropriate professional	<p>3.1 medical practitioner</p> <p>3.2 complementary therapist</p>
4. Skin type/condition	<p>4.1 normal</p> <p>4.2 dry</p> <p>4.3 oily</p> <p>4.4 combination</p> <p>4.5 sensitive</p> <p>4.6 pigmented</p> <p>4.7 coupe rose</p> <p>4.8 damaged</p> <p>4.9 mature.</p>

5. Cleansing products	5.1 soaps 5.2 milks 5.3 creams 5.4 water based cleanser 5.5 tissues 5.6 oils
6. Colour design principles	6.1 tonal values 6.2 colour wheel
7. Makeup plan	7.1 client's facial shape 7.2 highlighting/shading techniques 7.3 areas requiring correction/camouflage 7.4 context: 7.4.1 business 7.4.2 social 7.4.3 seasonal 7.4.4 day/evening 7.4.5 special occasion. 7.4.6 festival day
8. Makeup products	8.1 oil based, water based, solid or fluid with varying degrees of coverage and pigmentation 8.2 pre-Makeup products and stabilisers 8.3 concealers 8.4 foundation (liquid/solid) 8.5 compact powders 8.6 loose powders 8.7 eyeshadows 8.8 eyeliners 8.9 blushers 8.10 mascaras 8.11 false lashes 8.12 lipsticks 8.13 eye pencils 8.14 lip pencils 8.15 highlighter 8.16 bronzer

	8.17 powder based glitters 8.18 cream based glitters 8.19 pigment 8.20 contouring palette 8.21 fixing spray
9. Consumables	9.1 Tissues (dry, wet and sanitized) 9.2 Deodorant 9.3 Sanitizer
10.Tools and equipment	10.1 brushes 10.2 sponges 10.3 applicators 10.4 eye shadow pallets 10.5 lash curlers 10.6 tweezers 10.7 magnifying mirror 10.8 containers/trays 10.9 pencil sharpeners 10.10 spatulas 10.11 Makeup box 10.12 tissue 10.13 water spray bottle
11.Relevant legislation	11.1 State and local health and hygiene regulations 11.2 Occupational Health and Safety regulations Industry/workplace codes of practice.
12.Workplace policies and procedures	12.1 health and hygiene 12.2 workplace time frame allocated for the performance of the service 12.3 product range and manufacturer instructions waste disposal and waste minimisation
Evidence Guide The evidence must be authentic, valid, sufficient, reliable, consistent and recent and meet the requirements of the current version of the Unit of Competency.	

1. Critical aspects of competency	<p>Assessment required evidence that the candidate:</p> <ol style="list-style-type: none"> 1.1 <u>Contra-indications</u> are identified, explained to client and referred to <u>appropriate professional</u> where required. 1.2 Client's <u>skin type/condition</u> is assessed to determine appropriate product application techniques 1.3 Suitable <u>cleansing products</u> are identified for client's skin type/different areas of face 1.4 Facial areas requiring corrective/camouflage Makeup are identified and client advised accordingly 1.5 <u>Color design principles</u> are applied according to client requirements. 1.6 <u>Makeup plan</u> is designed, noted and agreed with client 1.7 Suitable <u>Makeup products</u> and <u>consumables</u> are selected and agreed with client 1.8 <u>Tools and equipment</u> are identified and selected 1.9 according to product manufacturer recommendations and Makeup plan 1.10 Correct usage and care of Makeup and equipment is identified and applied according to manufacturer recommendations, relevant legislation and workplace policies and procedures 1.11 Products, tools and equipment are applied sequentially according to Makeup plan, manufacturer recommendations, relevant legislation and workplace 1.12 Makeup application is evaluated against client expectation/specified outcomes. 1.13 Possible contra-indications and adverse effects are explained to client.
2. Underpinning knowledge	<ol style="list-style-type: none"> 2.1 Natural Makeup 2.2 6/4 season make-up 2.3 Business make-up 2.4 Social make-up 2.5 Seasonal make-up 2.6 Day/evening make-up 2.7 Special occasion make-up 2.8 Festival day make-up
3. Underpinning skills	<ol style="list-style-type: none"> 3.1 Maintaining health and hygienic practices 3.2 Using makeup tools and equipment 3.3 Communicating with clients with due courtesy 3.4 Practicing workplace code of conduct 3.5 Planning work activities plan 3.6 Using catalogue and manufacturer's instructions

4. Underpinning attitudes	4.1 Commitment to occupational health and safety 4.2 Environmental concerns 4.3 Eagerness to learn 4.4 Tidiness and timeliness 4.5 Respect for rights of peers and seniors in workplace
5. Resource implications	5.1 Workplace (simulated or actual) 5.2 Models 5.3 Tools, equipment and supplies/materials relevant to the activity to be performed 5.4 Availability of materials 5.5 Fire extinguisher 5.6 Uninterrupted power supply
6. Methods of assessment	Competency should be assessed by: 6.1 Written test 6.2 Demonstration 6.3 Oral questioning 6.4 Portfolio
7. Context of assessment	7.1 Competency assessment must be done in NSDA accredited assessment centre 7.2 Assessment should be done by a NSDA certified/nominated assessor
Accreditation Requirements Training Providers must be accredited by NSDA, the National Quality Assurance Body, or a body with delegated authority for quality assurance to conduct training and assessment against this unit of competency for credit towards the award of national skills qualification. Accredited providers assessing against this unit of competency must meet the quality assurance requirements set by NSDA.	

Development of Competency Standard

The Competency Standards for National Skills Certificate in **Make up Art**, Level-2 is Developed by NSDA on 25, 26, 31 August, and 01 September 2021.

Members of development committee:

1.	Name and address	Member
2.	LEE SUNG YEOB, CEO, IPSN Korea, inumma@naver.com	Member
3.	SIM JIN KWANG, IPSN Korea Director, copina78@naver.com	Member
4.	Ms. LEE SEON JEO, Director of Education of Makeup Art, IPSN ,Korea	Member
5.	Ms. CHOI YUN YOUNG, Instructor of Makeup Art, IPSN, Korea	Member
6.	Ms. KIM HYO JIN Instructor of Makeup Art, IPSN, Korea	Member
7.	Afroja Parvin, Founder, Read Beauty Studio & Co-Founder & Managing Director, Ujjwala Ltd, info@ujjwala.com , 01912443395	Member
8.	Farzana Shakil, Managing Director, Farzana Shakil's Makeover Shalloon, farzana.shakil@gmail.com .	Member
9.	Kaniz Almas Khan, Managing Director, Persona Hair & Beauty Spa, nusrat@persona.com.bd	Member
10.	Sharmin Akter, Trainer, UCEP Bangladesh, 262/1, House-9, Royal Garden, Friends Road, 60Fit, Mirpur, Dhaka, milasharmin449@gmail.com , 01713263973	Member
11.	Aasia Monower Ove, Chief Administrator Officer, BNB, laboney.ove@gmail.com , 01884338578.	Member
12.	Ajaz Uddin Ahmed, Chief Human Resources officer, BNB, ahmed.ajazuddin17@gmail.com , 01814444694.	Member
13.	Md. Ashraful Alam Rafsan, Legal advisor, BNB, Dmashrafulalam-45-2017218117@law.du.ac.bd , 01964200369.	Member
14.	M A Nipon, Interpreter, BNB, mazharul1219@gmail.com , 01869444439	Member
15.	Masum Ahmed, Beauty Artist & Spa Therapist Instructor, Oytijjo persona Gents Parlor, masumcarving@gmail.com , 01913443227.	Member
16.	Swopna Sarker Azim, Makeup Artist, Reflect Beauty Parlor, swopna.azim123@gmail.com , 01707800191	Member
17.	Md. Saiful Islam Masud, Int. Makeup Artist, Masud Khan Institute, kmemon314191@gmail.com , 01601156064	Member
18.	Nadia, Beautician, Relay Beauty Lounge, akternadia206@gmail.com , 01972141172	Member
19.	Shamima Akter Kushum, Trainer, BRAC mimikushum@gmail.com , 0171001512.	Member
20.	Amir Hossain, Process Expert, NSDA, razib.consultant@yahoo.com , 01631670445	
21.	Dr. Md. Shahadat Hossain, Specialist (CS, CBC & Assessment), NSDA, Cell: +88 01715360652, Email: hossainsm61@gmail.com	Member
22.	Md. Quamruzzaman, Director (Skills Standard), NSDA, Cell: +88 01819189320 Email: qzaman40@yahoo.com	Member

Validation of Competency Standard by Standard and Curriculum Validation Committee (SCVC)

The Competency Standards for National Skills Certificate in **Makeup Art, level-2** is validated by SCVC on 21-25 October ,2021.

Members of the SCVC:

1.	Mirza Nurul Ghani Shovon, Chairman (Informal Sector ISC), Mobile: 01711263861	Chairperson
2.	LEE SUNG YEOP, CEO, IPSN Korea, inumma@naver.com	Member
3.	SIM JIN KWANG, IPSN Korea Director, copina78@naver.com	Member
4.	Ms. LEE SEON JEO, Director of Education of Makeup Art, IPSN ,Korea	Member
5.	Ms. CHOI YUN YOUNG, Instructor of Makeup Art, IPSN, Korea	Member
6.	Ms. KIM HYO JIN Instructor of Makeup Art, IPSN, Korea	Member
7.	Md. Tarikul Alam, Joint Secretary and Project Director (IGA) md.tarikula@yahoo.com , 01715123958	Member
8.	Farhet Nur, DD (DYD),Deferment of Youth Development ddimp@dyd.gov.bd 01711230368,01709330264	Member
9.	Afroja Parvin, Founder, Read Beauty Studio & Co-Founder & Managing Director, Ujjwala Ltd, info@ujjwala.com , 01912443395	Member
10.	Farzana Shakil, Managing Director, Farzana Shakil's Makeover Shalloon, farzana.shakil@gmail.com .	Member
11.	Kaniz Almas Khan, Managing Director, Persona Hair & Beauty Spa, nusrat@persona.com.bd	Member
12.	Farhana yeasmin, OwnerAnd Trainer of Jesica Makeover Studio. 25/1 Larmini Street, Wari, farhana.trina2019@gmail.com 01705792645	Member
13.	Sharmin Akter, Trainer, & Skin Specialist of Kryolan professional Makeup. House# 1326,Avenue#2 Mirpur DOHS, Dhaka milasharmin449@gmail.com , 01713263973	Member
14.	Quazi Qamrulbn islam, Owner, Banthai Beauty Parlor Mobile: 01715153805	Member
15.	Tajzi Hossain, Former Beauty consultant at Estee lauder Australia ,Marketing coordinator, utajzi@gmail.com 01770589180	Member
16.	M A Nipon, Interpreter, BNB, mazharul1219@gmail.com , 01869444439	Member
17.		
18.	Amir Hossain, Process Expert, NSDA, razib.consultant@yahoo.com , 01631670445	Member
19.	Dr. Md. Shahadat Hossain, Specialist (CS, CBC & Assessment), NSDA, Cell: +88 01715360652, Email: hossainsm61@gmail.com	Member
20.	Md. Quamruzzaman, Director (Skills Standard), NSDA, Cell: +88 01819189320 Email: gzaman40@yahoo.com	Member

