

The National Healthy Nail Salon Alliance

Membership & Participation Guidelines

The National Healthy Nail Salon Alliance was formed in 2007 by the California Healthy Nail Salon Collaborative (CA Collab), National Asian Pacific American Women's Forum (NAPAWF) and Women's Voices for the Earth (WVE). The Alliance is a network of scientific researchers, advocates, and nail salon owners and workers. The goal of the Alliance is to protect and improve the health and welfare of nail salon workers

To achieve this goal, the Alliance:

- Advocates for state and federal policies that will advance worker health and safety;
- Promotes safer work places through the greening of salons and salon products;
- Connects and leverages the strength of activists and organizations dedicated to improving nail salon worker health and safety at the local, state, and national levels;
- Promotes further research on the health risks related to occupational exposures, research of the safety of chemicals, and safer alternatives;
- Raises the public profile and awareness of these issues through professional media communications;
- Provides appropriate educational materials to salon owners and workers on ways to reduce exposure to toxic chemicals;
- Builds and maintains a clearinghouse of information related to occupational exposure in salons;
- Reduces the use of known hazardous ingredients in nail products by advocating that manufacturers reformulate or remove these chemicals from their products;
- Supports the work of others engaged in similar efforts for the entire cosmetology/beauty salon sector.

Guiding Values Underpinning the Alliance's Efforts:

- Work collectively by:
 - Sharing knowledge, resources, wisdom, and best practices;
 - Unifying our collective activities and respective strengths to leverage greater power,
 - Supporting each other and not reinventing existing practices or programs,
 - Collaborating or partnering on joint projects.
- Find constructive solutions by:
 - Advocating for changes in industry behavior as a way to prevent upstream sources of harmful chemicals;
 - Engaging in policy advocacy, outreach and education, industry advocacy and research.

Alliance Structure & Decision-making:

The Alliance is a multi-organization and multi-stakeholder effort that is managed and coordinated by the Alliance conveners: The California Healthy Nail Salon Collaborative, National Asian Pacific Women's Forum, and Women's Voices for the Earth. The conveners share coordination and management responsibilities and work in concert to move the goals of the Alliance forward. Specifically, the conveners share responsibility for:

- Scheduling and facilitating convener telephone conferences and conferences/meetings with national Alliance members;
- Reviewing and approving Alliance materials, including reports, press releases, fact sheets and meeting documents;
- Developing and implementing strategic plans;
- Establishing goals and benchmarks;
- Fund development;
- Developing outreach material;
- Contributing staff time for research in areas where it benefits the Alliance.

The conveners generally participate in monthly teleconferences and on a quarterly basis schedule a teleconference with national members, with the goal of scheduling one in-person meeting per year.

The conveners have oversight over strategic direction setting, financials, fund development, conflict resolution, and other governance matters. As membership in the Alliance grows, it is the intention of the conveners to create an advisory committee that is national in scope to help guide the activities and initiatives of the Alliance.

Concerns raised by Alliance members will go to the conveners who will work to resolve the issue in a timely fashion. The conveners operate by consensus.

The conveners reserve the right to extend, retract, or exclude membership to interested parties based on lack of alignment to the mission, vision, and activities of the Alliance.

Conflict Resolution: The conveners strive to facilitate meetings and processes that are transparent and respectful of the workers and the Alliance membership. In the case of unresolved conflict between members or with non-members, the conveners will engage in dispute resolution as needed, bring a mediator/consultant on board to help work through the issues on the table.

Alliance Fundraising:

The co-conveners are actively raising money to support the infrastructure and coordination of the Alliance and will share that information regularly with members.

Dissolution:

Upon general agreement by the conveners, the Alliance may dissolve if it has accomplished its goals, runs out of funding, is no longer able to achieve its objectives, or for other unforeseen pertinent reasons. The conveners will create a process to ensure for a smooth transition.

Contact Information:

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The Alliance's Membership/Participation Principles:

- Membership in the Alliance is based on alignment to the Alliance's mission, goals and activities. *Note: The conveners reserve the right to extend, retract, or exclude membership to interested parties based on the lack of such.*
- Membership is voluntary and without dues or fees.
- Members are drawn from diverse sectors including: nail salon and cosmetology workers and allied owners, environmental health, reproductive justice and public health advocates, API groups, community-based groups, and academic institutions.
- Members are in agreement with the Alliance's mission, values, goals, and objectives, and guidelines for the partnership.
- The Alliance was formed to serve a specific purpose (as outlined above) and may take on new goals, activities, and policies over time.
- The relationship between members is characterized by mutual trust, respect, genuineness, commitment, accountability, and, as requested, confidentiality.
- Members agree to represent their organizations/agencies within the Alliance and, if needed, participate in a subcommittee.
- The Alliance builds upon identified strengths and assets, but also works to address needs and increase capacity of all members.
- The conveners prioritize clear and open communication by striving to understand each other's needs, perspectives and self-interests, and by developing a common language.
- The Alliance supports and acknowledges the independent work of its members.

Communications

- The Alliance may represent its member groups at events, meetings, conferences, and on press releases, letters, etc. All documents produced by the Alliance will be issued on Alliance letterhead. Alliance members may distribute or post such documents on their organization's website and listserv as long as the document remains unaltered and on Alliance letterhead.

Media, Government Agency, and/or Industry Participation:

Government agencies and industry representatives are not eligible to be full members but are encouraged to be allies. Such representatives might instead be invited to work with the Alliance on discrete projects or specific efforts as agreed upon by the conveners.

Media Participation:

Individuals and/or groups affiliated with the media may be invited by the conveners to selectively participate in Alliance meetings based on the following requirements:

1. Information discussed/shared at any Alliance meeting must be considered completely confidential and should not to be shared with the public/in the media unless agreed upon by the Alliance in advance;
2. Participation in an Alliance meeting is solely for informational purposes and/or to assist with specific Alliance efforts or activities;
3. Any and all conflict of interests must be disclosed;
4. Intent to gain information in order to publish an article, report or to engage in any other media work must be disclosed to the conveners in writing and permission must be sought and granted from the Alliance conveners in advance; and
5. Draft of public work about the Alliance must be shared with the conveners.

Government Agency Participation:

Individuals and/or groups affiliated with public/government agencies may selectively participate in Alliance meetings and initiatives upon invitation of the conveners based on the following requirements:

1. Information discussed at Alliance meetings is completely confidential and is not to be disclosed publicly or to government agencies unless agreed upon by the Alliance;

2. Participation in an Alliance meeting is solely for informational purposes and/or to assist with specific Alliance efforts or activities;
3. Any and all conflict of interests must be disclosed (i.e., if the individual is in a position of power to influence relevant regulation, etc); and
4. An understanding that some Alliance discussions might need to take place in the absence of government/agency officials.

Industry Participation:

Individuals and/or groups affiliated with the cosmetics or chemical industry may only participate in Alliance meetings upon invitation of the conveners based on the following requirements:

1. Requests for meetings (or possible partnerships) with the conveners must be made in writing, clearly stating the purpose of such a meeting or partnerships and which entities and individuals with specific affiliations will be involved, and to what ends;
2. Information discussed at any meeting with the Alliance/conveners is completely confidential and should not be disclosed to other parties unless agreed upon by the conveners; and
3. All known or possible conflict of interests must be disclosed (i.e., any and all affiliations with cosmetics manufacturers, trade groups, related businesses, or lobbyists, etc).

The National Health Nail Salon Alliance Membership & Participation Guidelines Agreement

On behalf of _____ (Organization/Agency), I/We _____ Name & Title) agree with and support the National Healthy Nail Salon Alliance Membership & Participation Guidelines as outlined in this document. My organization commits to participating as an active Alliance member in good faith through _____ (Month & Year/indefinitely) and to advancing the mission of the Alliance.

Our organization would like to partner with or contribute to the Alliance in the following specific ways:

Our organization has the following position about including our name in Alliance press releases, policy letters or other public documents:

- Does Not Ever Want Our Organization's Name Included
- Is Fine With Including Our Organization's Name
- Would Prefer the Collaborative Check with us on a Case By Case Basis

Signature

Date

CONTACT INFORMATION:

Name(s):

Organization:

Address:

Phone(s):

Fax:

Email(s):

Website:

Please send completed forms to Chris Harley at charley@napawf.org.