



**Sinhgad Technical Education Society's
SINHGAD INSTITUTE OF HOTEL MANAGEMENT AND CATERING TECHNOLOGY,
KUSGAON (Bk), LONAVALA.**

Grooming Standards for Ladies

Hair: should be neat, well styled and should appear professional

1. Hair should be trimmed regularly, neatly combed and in place always.
2. Shoulder length hair should be neatly pinned to keep away from face.
3. Hair longer than shoulder length should be cut straight evenly and tied at the nape of the neck.
4. The bun must be secured at the back of the head or slightly above the nape with a black net.
5. Do not use colored / plastic bands.
6. Hair should be clean, non- greasy, free of oil, color and streaking.
7. Permed and curly hair should be kept neat and restrained.

Finger nails: Well maintained and clean

1. Neatly cut , shaped and clean
2. Excessively long nails are not allowed.
3. Use only light and neutral color of nail polish
4. Nail polish should cover entire nail, never chipped

Jewellery on hands: Conservative and Elegant

1. Only one ring on each hand, rings should be sober, conservative and not too large.
2. Watches should be conservative and not flashy or too large.

Other Jewellery:

1. Only one set of earrings
2. Dangling or flashy or large size not permitted
3. Two thin bangles, either of gold or silver, permitted.
4. One thin gold or silver chain.
5. Only a small nose stud.

Footwear: Proper footwear should be worn all the times

1. Closed black leather shoes
2. Always well polished and in good condition

Makeup: Simple and basic make- up

1. Appropriate foundation suited to each skin type should be used to avoid oily looks
2. Eye shadow to be subtle and not too loud
3. Eyeliner to be thin, straight and applied neatly



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Uniform:

1. Clean chef coat, trouser and apron should be used at the time of practicals.
2. Two clean kitchen duster should be carry
3. No loose threads or broken buttons
4. Cuffs and collars to be stain free and clean.

Grooming Standards for Gentlemen

Hair: Conservative and well maintained, short neatly cut

1. Should not fall on forehead, touch the ears or touch the collars.
2. Neatly combed, not oily, not premed.
3. Only conservative hairstyle permitted.
4. Moustaches neatly trimmed.
5. Should not cover upper lip.
6. Face clean shaved
7. Beards only permitted as part of religious sentiments.

Nails: Trimmed and well maintained

1. Clean and dirt free.
2. No nicotine, carbon or ink stains on the fingers.

Ornaments

1. Only one simple ring on any one hand
2. No bracelets or bands (excepts for religious reasons)
3. Watches should be conservative and not flashy or too large.
4. Leather strap should either be black, brown or tan
5. Metallic strap should be gold or silve

Footwear: Well maintained, well polished, in good condition

1. Only black shoes are permitted
2. Socks to match the color of the shoes or trousers



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Uniform: Immaculate, spotless, and well ironed

1. Clean chef coat, trouser & apron should be used
2. Two sets of clean kitchen dusters
3. No loose threads or broken buttons
4. Cuffs and collars to be stain free and clean.