

# Membership Terms and Conditions

This policy document serves as an introduction to our organizational guidelines and principles of membership for Hair and Beauty Quality Advisers CIC, known hereinafter as HBQA.

At HBQA, we are dedicated to fostering excellence in the hair, beauty and aesthetics industry through our commitment to quality assurance, professional development, and community support.

This document outlines the framework within which we operate, ensuring transparency, fairness, and adherence to the highest standards. As we collectively contribute to the elevation of the industry, we invite you to familiarize yourself with our policies, understanding the values that underpin our community and guide our interactions.

By accessing and utilizing the resources provided on this platform, you agree to comply with the following terms and conditions:

## 1. Membership Access:

1.1 Membership to HBQA is granted to individual users only. Sharing login details or allowing others to access the portal using your account is strictly prohibited.

## 2. Resource Usage:

2.1 Members are permitted to download, use, and amend the provided templates and documents for their own organizational purposes.

2.2 Any use of resources obtained from HBQA for commercial purposes, including selling or distributing amended documents, is strictly prohibited.

## 3. Copyright and Licensing:

3.1 All resources available on HBQA are protected by copyright law.

3.2 Members are not allowed to remove or alter copyright notices on any documents.

3.3 Any unauthorized use, reproduction, or distribution of resources beyond the scope of personal organizational needs is strictly prohibited.

## 4. Termination of Membership:

4.1 Violation of these terms and conditions, including but not limited to sharing login details, commercial use of resources, or copyright infringement, may result in immediate termination of membership without any refund.

## 5. Accountability:

5.1 Members are solely responsible for the security of their login credentials.

5.2 HBQA holds no liability for any misuse or unauthorized access resulting from the sharing of login details.

## 6. Updates and Modifications:

6.1 HBQA membership packages, schedules, access to documentation and other benefits are subject to change at any time. Members will be notified of any updates or modifications.

6.2 These terms and conditions are subject to change. Members will be notified of any updates or modifications.

6.3 It is the responsibility of members to review and comply with the most current version of the terms and conditions.

#### 7. Community Safety and Confidentiality:

7.1 All members of the HBQA online community are expected to contribute to a safe and supportive environment. Any form of harassment, discrimination, or harmful behavior towards fellow members will not be tolerated.

7.2 Information shared within the HBQA community, whether in online discussions or meetings, is considered confidential. Members are expected to respect the privacy of others and refrain from disclosing any sensitive information outside the community.

7.3 HBQA reserves the right to remove any member found in violation of the safety and confidentiality clauses outlined in Section 7. This includes but is not limited to those engaging in inappropriate behavior, breaching confidentiality, or creating an unsafe environment within the community. By participating in the HBQA community, members agree to abide by these safety and confidentiality provisions. Failure to comply may result in immediate removal from the community without any refund or recourse.

By accessing and using HBQA, you acknowledge that you have read, understood, and agreed to these terms and conditions. Failure to adhere to these terms may result in the termination of your membership without refund.

#### Policy Version Control:

This document, known as “HBQA Membership Terms and Conditions. V1”, is subject to updates and revisions as needed. Always refer to the latest version available on [www.hbqa.co.uk](http://www.hbqa.co.uk). The version number and effective date can be found in the footer for your reference. It is the responsibility of all users to ensure they are familiar with the most current version of this policy.

For any questions or concerns, please contact us at [quality@hbqa.co.uk](mailto:quality@hbqa.co.uk)

Last Updated: 01.02.2024