



PMU Statutes

Swiss professional association
for Permanent Make Up PMU

I. Name, registered office and purpose of the PMU Association

Art. 1: Name, Legal Nature, Headquarters, and Establishment

The Swiss Professional Association for Permanent Make Up (PMU) is an association according to Articles 60 ff. of the Swiss Civil Code (ZGB).

The association's headquarters are located at the PMU secretariat.

The association was founded on November 21, 2006.

Art. 2: Goals, Purpose, and Tasks

1. Advocacy:

- Represent and promote the professional interests of stylists and Dermapigmentologists (DP).
- Promotion of the reputation of certified Dermapigmentologists and medical Dermapigmentologists, both nationally and internationally

2. Further Education and Qualification:

- Organize/support professional training through courses, seminars, virtual Zoom meetings, trade press, lectures, and congresses.
- Conduct and establish certification programs.

3. Collaboration and Recognition:

- Foster collaboration with authorities and organizations nationally and internationally.
- Recognition and protection of certified titles within legal possibilities.

4. Standards and Representation:

- Development and promotion of standardised guidelines for working conditions within the industry.
- Represent members in economic/legal matters.

5. Public Relations and Education:

- Inform the public and raising awareness about Dermapigmentologists services through various media.

6. Fostering Collegiality:

- Maintaining respectful and collegial exchanges between members.
- Promoting cooperation and mutual support within the industry.

7. Policy and Communication:

- Public relations activities are carried out to represent and support the interests of our members.

- Illustration of the development of resolutions, recommendations, and statements focused solely on the shared interests of stylists and dermapigmentation professionals.

The association is committed to recognising, ensuring the quality of, and further developing job profiles within the PMU sector.

II. Membership

Art. 3: Membership Categories

- a.** Active members national
- b.** Active members international
- c.** Persons in training
- d.** Trainers and training institutes (individuals without sales)
- e.** National and international training institutes
- f.** Passive members
- g.** Partner members
- h.** Patrons
- i.** Honorary members and honorary presidents

a) Active National Member

Individuals who are self-employed or employed in the permanent make-up industry and meet the following criteria are eligible to become active national members:

1. Minimum Age

Applicants must be at least 18 years old.

2. Training and Experience

Completion of a basic permanent make-up training course lasting at least six days, along with one year of professional experience.

If the basic training was not completed at a recognized training institute, a one-day workshop must be attended at such an institute. Alternatively, the following documents may be submitted with an application:

- Treatment procedures (eyebrows, eyelids, lips) with before-and-after photos
- Client consent forms and aftercare instructions from the studio

Final admission is subject to approval by the board.

3. Ongoing Professional Practice

Members must demonstrate ongoing professional activity. Regular theoretical and practical

continuing education is recommended.

Supporting documentation is archived and may be published on the association's website.

4. Professional Work Environment

Work must be conducted in professionally equipped premises. Home-based studios must meet hygiene standards for safe practice.

5. Compliance with Hygiene Regulations

Proof of hygiene training is required, either completed prior to admission or within 12 months thereafter.

Hygiene standards must be verifiable through external inspections, e.g., by association delegates.

6. Health Authority Registration

A copy of the registration with the relevant cantonal health authority must be submitted.

7. Professional Conduct

Members are expected to behave fairly and respectfully toward competitors.

8. Code of Honour

By signing the membership application, the member agrees to comply with all stated criteria and the association's code of honour.

Breaches of the code or failure to pay dues may result in exclusion.

9. Admission and Member Rights

Membership is granted upon written application and board approval. Activation occurs once the membership fee is received.

The board is not required to justify rejections, and no appeal process is provided.

Active members without certification as a dermapigmentologist are not entitled to vote on matters related to professional training, regulations, or guidelines.

b) Active International Member

International active members must meet the same basic requirements as national active members. In addition, the following criteria apply:

1. Training and Certification

- Submission of documentation showing treatment procedures (eyebrows, eyelids, lips) with before-and-after photos
- A video of the studio, along with three photos showing:
 - The treatment room and workstation
 - Work attire
 - A completed self-assessment checklist

Admission is granted at the discretion of the Board of Directors; no additional training is required.

2. Hygiene Regulations in the Country of Residence

- Proof of compliance with national hygiene laws and regulations
- Completion and submission of the hygiene self-monitoring form

c) Persons in Training

- Individuals currently undergoing training may become members, provided the basic training is conducted at a recognized institute.
- A copy of the registration with the relevant cantonal health authority must be submitted.
- The “in training” status is valid for a maximum of one year and does not include voting or election rights.
- Upon completion of a hygiene course and successful studio inspection, the membership will automatically be upgraded to active status.

d) Trainers and Training Institutes (Individuals without Sales Activity)

- Minimum requirement: completion of a 6-day training course aligned with the official training regulations.
- Trainers must be certified dermapigmentologists holding a valid association certificate.
- Training content must be standardized and cover both theory and practice, including topics such as anatomy, hygiene regulations, drawing techniques, and permanent make-up (PMU) methods.
- A professionally equipped studio or training space is required.
- Annual hygiene inspections and ongoing professional development are mandatory.

e) National and International Training Institutions

Training institutions, both national and international, must meet strict criteria to be recognized by the association. Below are the key requirements and guidelines

Duration and Recognition

Training Duration

- The basic training must last a minimum of 6 days and comply with the association's official training guidelines.

Trainer Qualifications

- Trainers must successfully pass the association's examination to be certified as dermapigmentologists.
- If the trainer is not certified, the training will not be recognized by the association.

Theory Lessons – Core Content

- Anatomy and dermatology
- Hygiene and specialist knowledge
- Facial geometry and make-up artistry
- Material and device science
- Marketing and business administration (with an emphasis on cost calculation)
- Foundational knowledge of current technologies relevant to market demands

Practical Lessons – Core Content

- Drawing theory (PMU shape theory) as a basis for precise work
- Eyebrows: shading techniques and hair stroke simulation
- Eyelash line enhancement and eyeliner application
- Lip contouring with shading techniques
- Scar treatment and design
- Areola pigmentation: nipple area tattooing (e.g., for reconstruction purposes)

Uniform Standards

- Hygiene Regulations: Strict adherence to binding hygiene standards is mandatory.
- Professionalism and Job Title: The job title used must align with the association's standards, and the training must uphold a consistently high level of professionalism.

Infrastructure and Hygiene Requirements

- Training Facilities: Rooms must be modern and professionally equipped, including appropriate furniture, lighting, and sterilization options as required by hygiene regulations.
 - A dedicated sterilization area may be omitted if only sterile disposable needles are used and it can be demonstrated that all materials used pose no health risk to clients or staff.

- Hygiene Inspections: An annual hygiene inspection must be conducted and submitted to the association.

Training Organisation

- Training Secretariat
A well-organized and reliable secretariat is essential, providing competent advice and being easily accessible to trainees and stakeholders.
- Seminar Leaders
Seminar leaders must possess thorough practical and theoretical expertise in their specialty area and be certified active members who have passed the association examination. Additionally, they should demonstrate professional and social skills and participate in at least one continuing education course annually.

Association Logo and Information

- The association's logo must be displayed on training certificates issued by the institutes and prominently featured on their websites.
- At the start of each year, training institutes receive an INFO SHEET containing important association updates, Swiss regulations, hygiene guidelines, and registration information for the dermapigmentationologist examination. This information must be integrated into the training curriculum and student education.

Public Relations and Presentation

- Training institutes are listed on the association's website alongside their logos, with the opportunity for a personal introduction.
- Institutes may officially present themselves once a year in the association's online forum (45 minutes). The cost of organizing this event is the responsibility of the institute. Presentations may be declined if professionalism standards are not met.
- Institutes can also place advertisements on the association's social media channels once per month. The cost of producing these adverts is borne by the training institute.

Co-Determination

- Training institutes have one voting and election right within the association.

Summary

To be recognized as certified training centres by the PMU Association, training institutions must meet strict standards in both theoretical and practical instruction. This includes the quality of training, professionalism of trainers, infrastructure, and compliance with hygiene regulations. Institutes also

benefit from multiple public relations and presentation opportunities and may participate in the association's organizational matters.

f) Passive Members

- Natural persons and legal entities actively using PMU services may become passive members.
- Passive members are not listed on the association's website and do not have voting or election rights.

g) Partner Memberships

- Companies with an economic connection to the PMU industry (e.g., suppliers) are eligible for partner membership.
- Partner members may display their logos on the association's website.
- Partner members do not receive discounts on courses.
- No voting or election rights are granted.

h) Patrons

- Individuals, companies, or institutions wishing to support the association can become patrons.
- Patrons do not receive discounts on courses.
- No voting or election rights are granted.

i) Honorary Members and Honorary Presidents

- Exempt from membership fee obligations.
- Do not receive discounts on courses.
- No voting or election rights are granted.

III. Contribution Obligations

Art. 4 Membership Fees

1. Admission Fee

A one-time admission fee of CHF 65 is payable within 30 days of acceptance.

2. Annual Contributions

Member Category	Fee (CHF)
a. Active Members (National)	390.-
b. Active Members (International)	390.-
c. Persons in their 1st Year of Training	150.-
d. Trainers / Training Institutes (without distribution)	800.-
e. National Training Institutes (with distribution)	1,800.-
f. International Training Institutes (with distribution)	3,250.-
g. Partner Members	500.-
h. Patrons	300.-
i. Honorary Members and Honorary Presidents	Exempt*

*Existing honorary members are protected from fee changes until 2030.

Art. 5 Trademark Licence

3. Logo Use

Members are permitted to use the association's logo provided they adhere to the association's terms and conditions.

- Incorrect use of the logo may result in sanctions or exclusion.
- First-time publication of training institute logos on the association's website incurs a fee of CHF 250.
- New members must submit proof of a hygiene inspection before being listed on the website.
- The association offers this hygiene inspection exclusively for members at a special rate of CHF 250.
- This fee is waived if the member has had an external hygiene inspection within the last 11 months.
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Art. 6 Liability

4. The association's liability is limited to its own assets. Members are not personally liable.

IV. Termination of Membership

Art. 7 Withdrawal

- Withdrawal from membership is only permitted at the end of the calendar year and must be submitted in writing via registered letter no later than 30 September.
- Outstanding membership fees remain payable despite withdrawal.
- Upon withdrawal, all use of the association's logo and trademarks must cease immediately to avoid legal action.

Art. 8 Exclusion

Members may be excluded by decision of the PMU Board of Directors for the following reasons:

- a. Violation of association regulations, statutes, or resolutions.
- b. Failure to meet financial obligations after two reminders.
- c. Conduct harmful to the association, its members, or the profession.
- d. Failure to maintain the admission criteria during membership.

Art. 9 Loss of Entitlements

- Members who resign or are expelled forfeit any claims to the association's assets.
- Financial obligations remain binding until the member officially leaves or is excluded.

V. Bodies of the PMU Association

Art. 10 The Bodies of the PMU Association Consist of:

- The Annual General Meeting
- The Board of the PMU Association
- The Auditors

Art. 11 The PMU Executive Board

The PMU Board is the highest authority of the PMU Association and usually meets once a year. An Extraordinary General Meeting may be convened if:

- The Board of Directors or the General Meeting decides to do so.
- One-fifth of the members request it in writing, stating the reason.

Chairmanship:

The General Meeting is typically chaired by the President of the Board. If the President is unavailable, the Vice-President chairs the meeting. If both are unavailable, another Board member will preside.

Virtual Participation:

The General Meeting can be held virtually, such as via video conference, without physical attendance.

Decisions Made by the General Meeting:

- Approval of the PMU Association statutes.
- Election of Board members.
- Approval of financial statements and annual reports.
- Determination of membership fees and approval of the budget.
- Adoption of motions submitted by the Board.
- Decisions on the dissolution and liquidation of the Association.

Invitation:

- Invitations, including the agenda, must be sent by email at least three weeks before the meeting.

Member Motions:

- Voting members may submit motions in writing to the Board at least 14 days before the meeting. Only timely submissions will be considered.

Voting Rights:

- Only active members have voting rights.
- Each member has one vote; vote cumulation or proxy voting is not allowed.

Voting Procedure:

- Votes and elections are generally open unless a secret ballot is requested by an absolute majority of members present.

- In elections, an absolute majority is required in the first round; if no majority is reached, the relative majority decides in the second round.
- Motions are adopted by a relative majority. In the event of a tie, the Chair has the casting vote.

Art. 11.1: The PMU Executive Board

The PMU Board consists of 3 to 5 members elected by the PMU members.

- Term of office: Board members are elected for 3 years; re-election is possible.
- Constitution of the Board: The Board constitutes itself.

Art. 11.2: Compensation of the Members of the Board of Directors

- Board members working on behalf of the PMU Association are entitled to compensation in accordance with separate expense regulations.
- The amount of compensation for the Board members is determined by the General Meeting.

Art. 11.3: Responsibilities of the PMU Executive Board

The PMU Board is responsible for all tasks not explicitly reserved for the General Meeting or other association bodies. Its responsibilities include, among others:

- Managing the PMU Association within the scope of its purpose.
- Representing the PMU Association towards authorities and the public.
- Preparing and approving the budget, annual accounts, and annual report, as well as proposals for the election of the association's bodies.
- Approving unbudgeted expenses up to a maximum of CHF 5,000 per year, provided the association's assets allow it.
- Issuing expense regulations.
- Preparing a specification of duties for the Board of Directors.
- Admitting and excluding members of the PMU Association.
- Forming committees and electing committee members.
- Preparing regulations and guidelines for the association audit.
- Implementing advertising campaigns.
- Convening and chairing the Annual General Meeting.
- Organising seminars and events.
- Electing the examination board.
- Executing and allocating tasks assigned by the General Meeting.

Art. 11.4: Auditors

If the PMU Association is not subject to an ordinary audit in accordance with Art. 69b para. 1 of the Swiss Civil Code, a limited audit is conducted annually.

- **External auditors:** The auditors must be registered with the Federal Audit Oversight Authority and fulfil their duties in accordance with Art. 729a CO. They submit a report to the General Meeting in accordance with Art. 729b CO.
- **Election of the auditors:** The Annual General Meeting elects the external auditors every three years. Re-election is possible.

VI. Association Institutions

Art. 12 Association Income

The PMU Association's income is derived from various sources:

1. **Membership fees:** Regular contributions from PMU Association members.
2. **Net income from activities:** Revenue from association activities such as events and seminars.
3. **Patronage contributions:** Donations or financial support from patrons.
4. **Financial provisions:** Income from advertising space, lectures, or similar sources.

VII. Various Provisions

Art. 13 Dissolution of the Association

The dissolution of the PMU Association can be decided by resolution of the General Assembly, either at an ordinary or extraordinary meeting. Two scenarios apply upon dissolution:

1. **Integration into another association or club:**
If integrated into another association or club, the existing assets of the PMU Association will be transferred to the new entity. These assets must continue to be used in accordance with the original purpose of the PMU Association.

2. **Dissolution without succession:**

If dissolved without a successor, assets will be transferred to the municipality responsible for the association's registered office.

If, within 15 years, a new Swiss association or organization with similar objectives is established, the assets will be transferred to it. Otherwise, the assets will be donated to the Swiss Cancer League.

VIII. Enactment

Entry into force (Art. 13):

- These Articles of Association take effect immediately and replace the version dated 1 December 2022.
- Approval was granted at the Annual General Meeting on 7 April 2025.

Signed by:

Caroline Rindlisbacher



President of the PMU Association