# Briefing Material on the Notification of Business, Ver. 04

For enterprises intending to display the PSTG mark on Gas Equipment Specified in the Gas Business Act

"Specified Gas Equipment"



Semi-closed combustion instantaneous gas water heaters Semi-closed combustion gas stoves Semi-closed combustion bath heaters with a gas burner Gas bath burners

"Gas Equipment" other than Specified Gas Equipment



Open/closed combustion or outdoor instantaneous gas water heaters

Open/closed combustion or outdoor gas stoves

Closed combustion or outdoor bath heaters with a gas burner

Gas stoves

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#### 1. Overview of the Gas Business Act

- 1-1. Laws and regulations related to the Gas Business Act
  - Gas Business Act (the "Act")
     https://elaws.e-gov.go.jp/search/elawsSearch/elaws\_search/lsg0500/detail?lawId=329AC0000000051
  - Order for Enforcement of the Gas Business Act (the "Enforcement Order")
     https://elaws.e-gov.go.jp/search/elawsSearch/elaws\_search/lsg0500/detail?lawId=329CO0000000068
  - Ministerial Order on Technical Requirements for Gas Equipment (the "Ministerial Order") https://elaws.e-gov.go.jp/search/elawsSearch/elaws\_search/lsg0500/ detail?lawId=346M50000400027
  - Implementation and Interpretation of the Gas Business Act (Related to Gas Equipment) (the "Circular Notice")

https://www.meti.go.jp/policy/consumer/seian/gasji/contents/gasuji 211115tsutatsu zenbun.pdf

- Product Safety Guide (contacts for inquiries about notifications and applications)
   https://www.meti.go.jp/product\_safety/opinion/index.html
- 1-2. PSTG marking ( PSTG marking ( PSTG marking ( PSTG marking marking
- (1) Purpose and overview of the system

The Gas Business Act was established to protect the interests of gas users and achieve the sound development of the gas business by coordinating its operation, and to <u>ensure public</u> <u>safety and prevent pollution</u> by <u>regulating</u> the construction, maintenance and operation of gas facilities as well as the <u>manufacture and sale of Gas Equipment</u>.

The term <u>"Gas Equipment"</u> as defined in this Act means machines, apparatus or materials that are mainly used by general consumers, etc. when conducting activities that consume gas and that are specified by Cabinet Order (Article 9 and Appended Table 1 of the Enforcement Order). The term <u>"Specified Gas Equipment"</u> means Gas Equipment that is deemed to be very likely to cause a gas disaster in light of its structure, condition of use, and status of use and that is specified by Cabinet Order (Article 10 and Appended Table 2 of the Enforcement Order).

The next page shows specific items related to Gas Equipment.

"Gas Equipment" other than Specified Gas Equipment

Open/closed combustion or outdoor instantaneous gas water heaters, open/closed combustion or outdoor gas stoves, closed combustion or outdoor bath heaters with a gas burner, gas stoves



\* For their definitions, see p. 6 or Article 9 and Appended Table 1 of the Order for Enforcement of the Gas Business Act.

## "Specified Gas Equipment"

Semi-closed combustion instantaneous gas water heaters, semi-closed combustion gas stoves, semi-closed combustion bath heaters with a gas burner, gas bath burners



\* For their definitions, see p. 6 or Article 10 and Appended Table 2 of the Order for Enforcement of the Gas Business Act.

Specifically, a person engaged in the business of manufacturing, importing or selling Gas Equipment must not sell or display for sale any Gas Equipment other than that labeled (with the PSTG mark (\*\*)) in a manner permitted when duties, such as conforming to the Technical Requirements established for each notification or product, have been performed (Article 138 of the Act).

See Attachment 2 to the Circular Notice for examples of technical properties that meet the performance specified in the above Technical Requirements (Appended Table 3 in Article 11 of the Ministerial Order).

#### (2) Notification of business

A person engaged in the business of manufacturing or importing Gas Equipment may submit a notification of business to the national government (Article 140 of the Act).

This briefing material assumes that such notification is submitted before the start of business.

(3) Duty to conform to requirements and the preparation and retention of inspection records

An enterprise that has submitted the notification stated in (2) (the "Notifying Enterprise") must perform an inspection of Gas Equipment of the type subject to notification to verify that it conforms to the performance requirements specified in Appended Table 3 in Article 11 of the Ministerial Order\* ("Self-inspection") and prepare and keep an inspection record (Article 145 of the Act). Inspection records must include the following six items and be kept for three years from the date of inspection (Article 13 of the Ministerial Order).

\* Attachment 2 to the Circular Notice shows examples of technical properties that meet the performance specified in the Ministerial Order for reference purposes.

(Article 13, paragraphs (1) to (3) of the Ministerial Order)

- (i) the classification of Gas Equipment and the outline of its structure, materials, and performance
- (ii) the date and place of the inspection conducted
- (iii) the name of the person who conducted the inspection
- (iv) the quantity of the Gas Equipment inspected
- (v) the method of inspection
- (vi) the inspection results

## (4) Conformity Inspection of Specified Gas Equipment and retention of certificates

Among Gas Equipment, Specified Gas Equipment must be <u>inspected by a person</u> registered with the competent minister (Minister of Economy, Trade and Industry) (the "Registered Conformity Inspection Body"), to verify conformity to the Technical Requirements for each classification of the notified type, in addition to the Self-inspection in (3), and a <u>certificate of conformity must be obtained and kept</u> (Article 146, paragraph (1) of the Act).

The Japan Gas Appliances Inspection Association is the Registered Conformity Inspection Body for Specified Gas Equipment (and the only one at present). For more information, access the following URL:

https://www.jia-page.or.jp/certification/tekigo/

## (5) Labeling (PSTG mark (PS) (PS))

A Notifying Enterprise that has performed the duties described in (2) to (4) may affix the PSTG mark (\$) (\$\frac{1}{2}\$) (see p. 7 for details) (Article 147 of the Act).

Gas Equipment labeled with the PSTG mark (\*) (\*) may be sold or displayed for sale (Article 138, paragraph (1) of the Act).

#### (6) On-site inspection

For product safety, officials of the Ministry of Economy, Trade and Industry (those of the Regional Bureaus of Economy, Trade and Industry are limited to inspections of manufacturing and import businesses) and/or the National Institute of Technology and Evaluation may enter the business office or other office or workplace of a person engaged in manufacturing, importing or selling Gas Equipment to perform an on-site inspection in which they inspect the books, documents, and any other articles of the person (Article 172, paragraph (1), etc. of the Act).

(7) Order for improvement and prohibition of labeling, etc.

If an enterprise fails to perform the duties in (2) to (4) or sells any Gas Equipment without labeling it with the PSTG mark as in (5), it may face an order for improvement, prohibition of labeling, or other similar actions (Articles 148, 149, etc. of the Act).

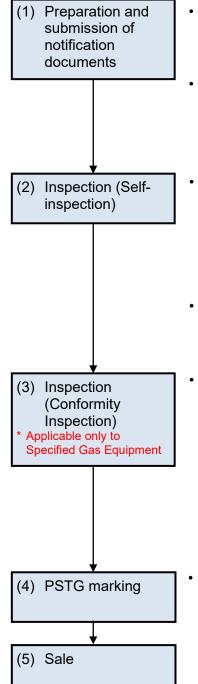
The next part explains to enterprises manufacturing or importing Gas Equipment the procedures and how to prepare notification documents under the PSTG marking system described in 1-2.

#### 2. Procedures for starting manufacture/import of products: Procedure Flowchart

Among the necessary procedures, the following documents may be completed and submitted via the Safety Net on the internet.

- Notification of the start of manufacturing or import business (Article 140 of the Act)
- Notification of change to particulars of the notification of business (Article 142 of the Act)
- Notification of discontinuation of manufacturing or import business (Article 143 of the Act)
- Notification of display of registered trademark (Appended Table 3 of the Ministerial Order on Technical Requirements for Gas Equipment)

For more information on the procedures, access the following website: (What Is the Safety Net?) https://www.meti.go.jp/product\_safety/seian\_hoan-net\_guide.html



- Prepare your notification documents by following the examples shown starting on p. 10.
   Submit one copy.
- Submit notification documents to the competent office of the Ministry of Economy, Trade and Industry or the Regional Bureau of Economy, Trade and Industry.\*1
- Perform a Self-inspection to verify conformity to the Technical Requirements, which reflect the state-defined performance (the Technical Requirements also specify the name of the Notifying Enterprise, cautions and other matters to be displayed on the product).
- Prepare inspection records and <u>retain them for three years</u> in accordance with laws and regulations.
- Specified Gas Equipment (semi-closed combustion instantaneous gas water heaters, semi-closed combustion gas stoves, semi-closed combustion bath heaters with a gas burner, and gas bath burners), must undergo, in addition to Selfinspection, a Conformity Inspection by the Registered Conformity Inspection Body (Japan Gas Appliances Inspection Association) before starting sales.
- If the duties in (1) to (3) above have been performed, the PSTG mark (18) (18) may be affixed.

#### \*1 Notification destination

- (1) If your domestic factories or workplaces involved in the manufacture or import of Gas Equipment are <u>located only within the jurisdiction of a single Regional Bureau of Economy, Trade and Industry</u>, submit the notification documents to <u>that competent Regional Bureau of Economy</u>, Trade and Industry.
  - See p. 14 for specific jurisdictions and the department of the Regional Bureau of Economy, Trade and Industry that should be notified.
- (2) If your domestic factories or workplaces involved in the manufacture or import of Gas Equipment are <u>located across the jurisdictions of two or more Regional Bureaus of Economy, Trade and Industry</u>, submit the notification documents to the Product Safety Division, Industrial Safety Group, Ministry of Economy, Trade and Industry.

#### 2-1. Scope of Gas Equipment

The scope of the Gas Equipment (including Specified Gas Equipment) defined by the Act and the Enforcement Order is as follows.

(Article 137 of the Act, and Appended Table 1 of Article 9 and Appended Table 2 of Article 10 of the Enforcement Order)

1 Instantaneous gas water heaters (only the semi-closed combustion type is classified as Specified Gas Equipment)

Limited to those for which gas consumption per hour is 70 kilowatts or less, excluding those using liquefied petroleum gas.

- 2 Gas stoves (only the semi-closed combustion type is classified as Specified Gas Equipment)

  Limited to those for which gas consumption per hour is 19 kilowatts or less, excluding those using liquefied petroleum gas.
- 3 Bath heaters with a gas burner (only the semi-closed combustion type is classified as a Special Specified Product)

Limited to those for which gas consumption per hour is 21 kilowatts (or 91 kilowatts if a bathtub has its own water heater) or less, excluding those using liquefied petroleum gas.

4 Gas bath burners (classified as Specified Gas Equipment)

Limited to those for which gas consumption per hour is 21 kilowatts or less, excluding those integrated into a water heater and those using liquefied petroleum gas.

#### 5 Gas stoves

Limited to those for which total gas consumption per hour is 14 kilowatts (or 21 kilowatts for those with gas ovens) or less, of which gas consumption per hour per stove is 5.8 kilowatts or less, excluding those using liquefied petroleum gas.

#### 2-2. Conformity to Technical Requirements for Gas Equipment

The Technical Requirements for Gas Equipment and their interpretation are provided as follows.

(Article 11, Article 13, and Appended Table 3 of the Ministerial Order) https://elaws.e-gov.go.jp/search/elawsSearch/elaws\_search/lsg0500/

detail?lawld=346M50000400027

(Attachment 2 to the Circular Notice)

https://www.meti.go.jp/policy/consumer/seian/gasji/contents/gasuji 200708tsutatsu zenbun.pdf

The Technical Requirements for Gas Equipment were revised to define performance requirements instead of specification requirements as before and became effective on April 1, 2016. The details of the revision are available at the following website:

https://www.meti.go.jp/policy/consumer/seian/gasji/contents/gasji seinoukitei top.pdf

## 2-3. PSTG mark (PS) displayed on products

The PSTG mark is divided into the following two types.

(Article 137 of the Act, and Appended Table 1 of Article 9 and Appended Table 2 of Article 10 of the Enforcement Order)

	PSTG mark	Classification of Gas Equipment	
Specified Gas Equipment	PS	<ul> <li>Semi-closed combustion instantaneous gas water heaters</li> <li>Semi-closed combustion gas stoves</li> <li>Semi-closed combustion bath heaters with a gas burner</li> <li>Gas bath burners</li> </ul>	
Gas Equipment other than Specified Gas Equipment	PS	<ul> <li>Open/closed combustion or outdoor instantaneous gas water heaters</li> <li>Open/closed combustion or outdoor gas stoves</li> <li>Closed combustion or outdoor bath heaters with a gas burner</li> <li>Gas stoves</li> </ul>	

For the proportions (ratios, etc.) of the mark, access the following URLs: https://elaws.e-gov.go.jp/search/html/346M50000400027\_20190701\_501M60000400017/pict/S46F03801000027\_1907261807\_004.pdf

 $https://elaws.e-gov.go.jp/search/html/346M50000400027\_20190701\_501M60000400017/pict/S46F03801000027\_1907261807\_005.pdf\\$ 

2-4. The name of the Notifying Enterprise, cautions, and other matters to be displayed on the product

The rules for display are specified in, in addition to the Ministerial Order, the Circular Notice, which requires that the information specified for each type of Gas Equipment be displayed (in an easily visible area of the equipment body in a manner that does not fade easily).

(Example: Information to be displayed on semi-closed combustion instantaneous gas water heaters)

Attachment 2 to the Circular Notice requires the following information to be displayed:

- Gas Equipment type
- Gas consumption per hour (in kilowatts)
- · Designed to use city gas
- Applicable gas group (the mark listed on the Applicable Gas Group row in the Remarks section of Appended Table 3 of the Ministerial Order)
- Rated voltage and rated power consumption (applicable only when AC power is used)
- Rated frequency (applicable only when a motor or transformer is included)
- Name of the Notifying Enterprise
- Name of the Domestically Registered Conformity Inspection Body or Overseas Registered Conformity Inspection Body
- Year and month of manufacture, manufacturing number, and precautions for use

The name of the Notifying Enterprise to be displayed may be replaced by an <u>abbreviated</u> <u>name</u> approved by the Minister of Economy, Trade and Industry or a <u>registered trademark</u> of which the Minister of Economy, Trade and Industry has been notified. For such display, please consult the Product Safety Division, Industrial Safety Group, Ministry of Economy, Trade and Industry, in advance and submit an Application for Approval for Display of Abbreviation (Form No. 10) or a Notification of Display of Registered Trademark (Form No. 11).

## 3. How to prepare notification documents

#### 3-1. Notification of business

## (1) Overview

For the notification of business, a document conforming to the government-designated form (Form No. 3 in the Ministerial Order) must be prepared, along with the following attachments. If you wish to obtain a duplicate of the notification documents with proof of receipt, please submit two copies and enclose a return envelope. Before submitting a notification, please consult the addressee in the Ministry of Economy, Trade and Industry or the Regional Bureau of Economy, Trade and Industry (see p. 13).

#### <Attachments>

- Classification of the type of Gas Equipment (Appended Table 2 of the Ministerial Order) https://elaws.e-gov.go.jp/search/elawsSearch/elaws\_search/lsg0500/ detail?lawId=346M50000400027#310
  - \* Submission is needed for <u>every type of classification</u> that you plan to manufacture or import.
- An enterprise whose factories or workplaces for manufacturing the Gas Equipment or
  offices for importing the Gas Equipment are located across the jurisdictions of two or more
  Regional Bureaus of Economy, Trade and Industry may be requested to submit a list of its
  business locations as an attachment.

(2) Example of the cover sheet (Form No. 3): Use A4 size paper.

## Notification of Manufacturing (Import)\*1 of Gas Equipment

mm dd, yyyy\*2

To Minister of Economy, Trade and Industry\*3

<u>Taro Anzen, President and CEO</u>

XX Industries Co., Ltd.\*4

x-x-x Kasumigaseki, Chiyoda-ku, Tokyo

Pursuant to the provisions of Article 140 of the Gas Business Act, I hereby declare as follows:

- 1 The date of commencement of business: mm dd, yyyy\*5
- 2 The classification of Gas Equipment manufactured (imported)\*1: YYYY\*6
- 3 The classification of the type of the Gas Equipment: As stated in the Attachment
- 4 The name and location of the factory or workplace manufacturing the Gas Equipment (in the case of an importer, the name and address of the manufacturer of the Gas Equipment)

#### (Instructions)

- \*1 Enter either "Manufacturing" or "Import."
- \*2 Enter the date of submission of this notification.
- \*3 Enter either "Director-General, XX Regional Bureau of Economy, Trade and Industry" or "Minister of Economy, Trade and Industry," depending on the competent authority. For more information, see "\*1 Notification destination" on p. 6.
- \*4 Enter the name, address, and the title and name of the representative, of the enterprise as stated on the registration.
- \*5 "The date of commencement of business" must be the planned date of starting the business of manufacturing or importing the Gas Equipment (or the date of its designation as Gas Equipment [implementation date] if the business started before the designation).
- \*6 Enter the Gas Equipment that you plan to manufacture (or import).
- \*7 Enter contact information, such as the name and telephone number of the contact person.

(3) Example of attachments (classification of type): Use A4 size paper, in principle.

Complete this document for every type of Gas Equipment that you plan to manufacture or import according to the classification of Gas Equipment types defined in Appended Table 2 of the Ministerial Order.

Classification of Type		
Gas Equipment	Elements	Classification of the Structure, etc.
Semi-closed combustion instantaneous	Structure of the instantaneous gas water heater	(1)End stop type (2) Main stop type
gas water heaters	Ignition type	(1)Electric ignition (2) Any other type
	With or without a gas consumption switching device	(1) With such device (2) Without such device
	Structure of the automatic extinguishing safety device	(1)Reignition type (2) Any other type
	Mechanism of the flame detector	(1) Thermocouple type (2)Frame rod type (3) Any other type
	Operation of the automatic extinguishing safety device in case of power failure	<ol> <li>Burner flame is not put out.</li> <li>Burner flame is put out and the gas passage is not reopened when energized again.</li> <li>Burner flame is put out and the burner is automatically ignited again when energized again.</li> </ol>
	Air supply/exhaust method	(1) Natural exhaust (2) Forced exhaust
	Mechanism of the detection part for the incomplete combustion prevention function	<ul> <li>(1)Thermocouple type</li> <li>(2) Frame rod type</li> <li>(3) CO sensor type</li> <li>(4) Bimetal type</li> <li>(5) Thermistor type</li> <li>(6) Any other type</li> </ul>
		(1)Positive pressure (2) Negative pressure
	burner	(1)Stainless steel (2) Any other material
		(1) With such plate (2) Without such plate
	Material of the heat exchange part	(1) Copper (2) Stainless steel (3) Any other material
		• • •
		•

## (Instructions)

- Circle one classification per element of the Gas Equipment that the Notifying Enterprise plans
  to manufacture or import. If the manufacture (or import) of multiple types of Gas Equipment is
  planned and thus more than one classification applies per element, prepare a separate
  attachment for each. Be aware that when the equipment contains even a single dissimilar
  element, it must be considered another type.
- (4) Example of attachments (list of business locations): Use A4 size paper, in principle.

An enterprise whose factories or workplaces for manufacturing the Gas Equipment or offices for importing the Gas Equipment are <u>located across the jurisdictions of two or more Regional Bureaus of Economy, Trade and Industry</u> may be requested to submit a list of its business locations. In such case, create a list as follows and submit it.

## When the Notifying Enterprise is a manufacturer:

List of the names and locations of the factories/workplaces manufacturing the Gas Equipment

(i) Name: XX Factory, YY Co., Ltd.

Location: xxxxxx

(ii) Name: XX Site, YY Co., Ltd.

Location: xxxxxx

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## When the Notifying Enterprise is an importer:

List of the names and locations of the offices/stores/warehouses involved in the import of the Gas Equipment

(i) Name: XX Office, YY Co., Ltd.

Location: xxxxxx
(ii) Name: XX Store
Location: xxxxxx

(iii) Name: XX Warehouse

Location: xxxxxx

•

## (Instructions)

\*1 This document may be in Excel format as long as the list contains the necessary information.

## 3-2. Notification of change

If any change needs to be made to the content of the notification of business (in Form No. 3, etc.), a Notification of Change of Notified Particulars (Form No. 8) must be submitted. This notification should be accompanied by attachments, as necessary.

- (2) Example of the cover sheet (Form No. 8): Use A4 size paper.
  - (i) When changing manufacturing factories
    - 1 Particulars changed: Change of manufacturing factories
    - 2 Date of change: mm dd, yyyy
    - 3 Reason for change: To change the content of the Notification (of Business or Change of Notified Particulars) dated mm dd, yyyy, as the production of XX [Gas Equipment name] will discontinue at the YY factory and move to the new ZZ factory.
  - (ii) Changing the type
    - 1 Particulars changed: Change of the type
    - 2 Date of change: mm dd, yyyy
    - 3 Reason for change: To change the content of the Notification (of Business or Change of Notified Particulars) dated mm dd, yyyy, with respect to the classification of the type of XX [Gas Equipment name], as the production described in Attachment 1 will discontinue and the production described in Attachment 2 will start instead.
  - (iii) Adding a manufacturing factory
    - 1 Particulars changed: Addition of a manufacturing factory
    - 2 Date of change: mm dd, yyyy
    - 3 Reason for change: To add a manufacturing factory to the Notification (of Business or Change of Notified Particulars) dated mm dd, yyyy, as XX [Gas Equipment name] will additionally be produced at the YY factory.
  - (iv) Adding a type
    - 1 Particulars changed: Addition of a type
    - 2 Date of change: mm dd, yyyy
    - 3 Reason for change: To add a type to the Notification (of Business or Change of Notified Particulars) dated mm dd, yyyy, as XX [Gas Equipment name] will be produced in the classification type described in the Attachment.
  - (v) Removing a manufacturing factory
    - 1 Particulars changed: Removal of a manufacturing factory
    - 2 Date of change: mm dd, yyyy
    - 3 Reason for change: To remove a manufacturing factory from the Notification (of Business or Change of Notified Particulars) dated mm dd, yyyy, as production of XX [Gas Equipment name] has discontinued at the XX factory.
  - (vi) Removing a type
    - 1 Particulars changed: Removal of a type
    - 2 Date of change: mm dd, yyyy

3 Reason for change: To remove a type from the Notification (of Business or Change of Notified Particulars) dated mm dd, yyyy, as the production of XX [Gas Equipment name] in the classification type described in the Attachment has discontinued.

#### 4. Where to submit notifications

(1) If your domestic factories or workplaces involved in the manufacture or import of Gas Equipment are located only within the jurisdiction of a single Regional Bureau of Economy, Trade and Industry, submit your notification documents to that Regional Bureau of Economy, Trade and Industry.

## (i) Hokkaido

Product Safety Office, Consumer Affairs Division, Hokkaido Bureau of Economy, Trade and Industry, Ministry of Economy, Trade and Industry

1-1 Nishi 2-chome, Kita 8-jo, Kita-ku, Sapporo, Hokkaido 060-0808 Telephone: 011-709-1792 (direct)

(ii) Aomori, Iwate, Miyagi, Akita, Yamagata, Fukushima

Product Safety Office, Consumer Affairs Division, Industrial Department, Tohoku Bureau of Economy, Trade and Industry, Ministry of Economy, Trade and Industry 3-3-1 Honcho, Aoba-ku, Sendai, Miyagi 980-8403 Telephone: 022-221-4918 (direct)

(iii) Tokyo, Ibaraki, Gunma, Tochigi, Saitama, Chiba, Kanagawa, Yamanashi, Niigata, Nagano, Shizuoka

Product Safety Office, Consumer Affairs Division, Industries Department, Kanto Bureau of Economy, Trade and Industry, Ministry of Economy, Trade and Industry Saitama-shintoshin Government Office Building No. 1, 1-1 Shintoshin, Chuo-ku, Saitama 330-9715

Telephone: 048-600-0409 (direct)

(iv) Gifu, Aichi, Mie, Toyama, Ishikawa

Product Safety Office, Consumer Affairs Division, Industries Department, Chubu Bureau of Economy, Trade and Industry, Ministry of Economy, Trade and Industry 2-5-2 Sannomaru, Naka-ku, Nagoya, Aichi 460-8510

Telephone: 052-951-0576 (direct)

(v) Shiga, Kyoto, Osaka, Hyogo, Nara, Wakayama, Fukui

Product Safety Office, Consumer Affairs Division, Industries Department, Kansai Bureau of Economy, Trade and Industry, Ministry of Economy, Trade and Industry 1-5-44 Otemae, Chuo-ku, Osaka 540-8535

Telephone: 06-6966-6098 (direct)

(vi) Tottori, Shimane, Okayama, Hiroshima, Yamaguchi

Product Safety Office, Consumer Affairs Division, Industries Department, Chugoku Bureau of Economy, Trade and Industry, Ministry of Economy, Trade and Industry 6-30 Kami-hacchobori, Naka-ku, Hiroshima 730-8531

Telephone: 082-224-5671 (direct)

(vii) Tokushima, Kagawa, Ehime, Kochi

Product Safety Office, Consumer Affairs Division, Industries Department, Shikoku Bureau of Economy, Trade and Industry, Ministry of Economy, Trade and Industry Takamatsu Sunport Government Building, 3-33 Sunport, Takamatsu, Kagawa 760-8512

Telephone: 087-811-8526 (direct)

(viii) Fukuoka, Saga, Nagasaki, Kumamoto, Oita, Miyazaki, Kagoshima

Product Safety Office, Consumer Affairs Division, Industries Department, Kyushu Bureau of Economy, Trade and Industry, Ministry of Economy, Trade and Industry 2-11-1 Hakataeki-Higashi, Hakata-ku, Fukuoka 812-8546
Telephone: 092-482-5523 (direct)

(ix) Okinawa

Consumer Affairs Office, Commerce and Trade Division, Economy, Trade and Industry Department, Okinawa General Bureau, Cabinet Office

Naha 2nd District Common Government Office No. 2, 2-1-1 Omoromachi, Naha, Okinawa 900-8530

Telephone: 098-866-1741 (direct)

(2) Submit the documents to the Ministry of Economy, Trade and Industry if your domestic factories or workplaces are located across the jurisdictions of two or more Regional Bureaus of Economy, Trade and Industry.

Product Safety Division, Industrial Safety Group, Ministry of Economy, Trade and Industry

1-3-1 Kasumigaseki, Chiyoda-ku, Tokyo 100-8901

Telephone: 03-3501-1511 (Extensions 4309 to 4310)

## 5. Notification and application forms for Gas Equipment

(The forms are downloadable as electronic files at the following URL.) https://www.meti.go.jp/policy/consumer/seian/gasji/contents/gasji\_yoshiki\_top.pdf

## Note!

If you wish to obtain a duplicate of the notification documents with proof of receipt, please submit two copies and enclose a return envelope.

The next part provides major notification and application forms for Gas Equipment, including the notification of business, and associated instructions for your reference.

## Notification of Manufacturing (Import) of Gas Equipment

Date

То

## Address

Name (and the name of the representative)

Pursuant to the provisions of Article 140 of the Gas Business Act, I hereby declare as follows:

- 1 The date of commencement of business
- 2 The classification of Gas Equipment manufactured (imported)
- 3 The classification of the type of the Gas Equipment
- 4 The name and location of the factory or workplace manufacturing the Gas Equipment (in the case of an importer, the name and address of the manufacturer of the Gas Equipment)

(Remarks) The size of this paper shall be Japanese Industrial Standards A4.

## Notification of Change of Notified Particulars

Date

То

## Address

Name (and the name of the representative)

Pursuant to the provisions of Article 142 of the Gas Business Act, I hereby declare as follows:

- 1 Particulars changed
- 2 The date of change
- 3 The reason for change

(Remarks) The size of this paper shall be Japanese Industrial Standards A4.

## Notification of Succession of Manufacturing (Import) of Gas Equipment

Date

То

Address

Name (and the name of the representative)

Pursuant to the provisions of Article 141, paragraph (2) of the Gas Business Act, I hereby declare as follows:

Cause of		
Succession		
	Address	
	Name (and the name of the	
	representative)	
Particulars	The date of notification of	
concerning	manufacture (import)	
the	The classification of Gas	
Predecessor	Equipment manufactured	
	(imported)	
	The classification of the type of	
	the Gas Equipment	
	The name and location of the	
	factory or workplace	
	manufacturing the Gas	
	Equipment (in the case of an	
	importer, the name and address	
	of the manufacturer of the Gas	
	Equipment)	

(Remarks) 1 The size of this paper shall be Japanese Industrial Standards A4.

Notification of Discontinuation of Manufacturing (Import) of Gas Equipment

Date

То

## Address

Name (and the name of the representative)

Pursuant to the provisions of Article 143 of the Gas Business Act, I hereby declare as follows:

- 1 The date of notification of manufacturing (import)
- 2 The classification of Gas Equipment manufactured (imported)
- 3 The date of discontinuation

(Remarks) The size of this paper shall be Japanese Industrial Standards A4.

Form No. 1 (Re: Article 2, Article 12)

## Notification of Exception to Gas Equipment for Export

Date

То

#### Address

Name (and the name of the representative)

Pursuant to the provisions of Article 138, paragraph (2), item (i) (Article 145, paragraph (1), item (i)) of the Gas Business Act, I hereby declare as follows:

- 1 The classification of Gas Equipment and the outline of its structure, materials, and performance;
- 2 The quantity to be exported;
- 3 The destination and time of export;
- 4 The name and location of the factory or workplace manufacturing the equipment (and the date of notification and the classification of the type of Gas Equipment in the case that the manufacturer or importer is the Notifying Enterprise).

(Remarks) The size of this paper shall be Japanese Industrial Standards A4.

## Application for Approval for Display of Abbreviation

Date\*1

To the Minister of Economy, Trade and Industry

#### Address

Name (and the name of the representative\*2)

Pursuant to the provisions of the Ministerial Order on Technical Requirements for Gas Equipment, I hereby file an application to obtain approval for the display of an abbreviated name of the Notifying Enterprise (Domestically Registered Gas Equipment Inspection Body or Overseas Registered Gas Equipment Inspection Body) in lieu of its name as follows:

Classification of Gas	Particulars replaced with an	Abbreviated name
Equipment	abbreviated name	
	Name of the Notifying	
	Enterprise*3	

(Remarks) The size of this paper shall be Japanese Industrial Standards A4.

#### <Instructions>

This application must be filed for each relevant classification of Gas Equipment, and only one abbreviated name is allowed per enterprise, in principle. Be aware that an abbreviated name must be a simplified name of an enterprise that can be easily associated with the name of the enterprise.

- \*1 In the Date section, type the date of submission.
- \*2 If the applicant is a corporation, enter the title and name of its representative as "the name of the representative."
- \*3 In the "Particulars replaced with an abbreviated name" column in the table on the application, enter the <a href="name of the Notifying Enterprise">name of the Notifying Enterprise</a>, as indicated above, and not the name of the enterprise (company name).
- \*4 If the display of the abbreviated name is approved, the applicant will receive written approval of the Minister of Economy, Trade and Industry. Please enclose a return envelope.

## Notification of Display of Registered Trademark

Date

To Minister of Economy, Trade and Industry

#### Address

Name (and the name of the representative)

Pursuant to the provisions of the Ministerial Order on Technical Requirements for Gas Equipment, I hereby make notification of the display of a registered trademark of the Notifying Enterprise in lieu of its name, as follows:

Classification of Gas	Particulars replaced with a	Registered trademark
Equipment	registered trademark	

## (Remarks)

- 1 The size of this paper shall be Japanese Industrial Standards A4.
- 2 Documents confirming the registration of the registered trademark must be attached.

## (Revision History)

- ◆ March 1, 2018: Created Ver. 01
- ◆ June 25, 2018: Created Ver. 02
  - Revised the example in 3-1-(4) to make the expression more appropriate
- ◆ January 27, 2021: Created Ver. 03
  - Revised forms to align with the partial amendment of the Ministerial Order on Technical Requirements for Gas Equipment (to review the procedure requiring the affixation of the seal)
  - Partially revised instructions for the Application for Approval for Display of Abbreviation
  - Revised some URLs
- ◆ March 24, 2022: Created Ver. 04
  - Revised the URL for the Circular Notice
  - Added "Safety Net" to "2. Procedures for starting manufacture/import of products"
  - Changed the telephone number of the Product Safety Division of the Ministry of Economy,
     Trade and Industry
- ◆ May 12, 2023: Maintained Ver. 04 but changed the telephone number and email address of the staff in charge of Gas Equipment in the Product Safety Division

Editor: Staff in charge of Gas Equipment, Product Safety Division, Industrial Safety Group, Ministry of Economy, Trade and Industry

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Telephone: 03-3501-1511 (Extensions 4309 to 4310) Email: bzl-psd-gas@meti.go.jp

# Introduction

The following four types of procedures are covered by the safety net in the Four Product Safety Acts.

- 1. Notification of Manufacture or Import Business
- 2. Notification of Changes to Business Registration
- 3. Notification of Discontinuation of Manufacture or Import Business
- 4. Notification of Registered Trademark

In addition to the basic operations of the safety net, this document also introduces the procedures for the safety net in 1 and 2 above.

- Table of Contents -
- Basic OperationsP. 2 P. 4
- Notification of Manufacture or Import Business - P. 5 P. 14
- Notification of Changes to Business Registration · · · P. 15 P. 20

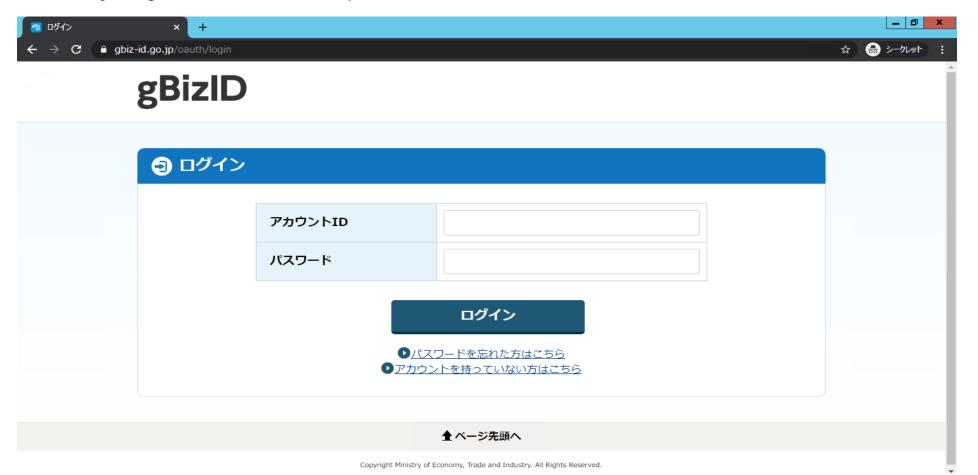
123

# **Basic Operations**

Log in using gBizID via the safety net Portal.

Login page: <a href="https://gbiz-id.go.jp/top/">https://gbiz-id.go.jp/top/</a> \*Google Chrome is recommended for use with this site.

(1) Login screen
Enter your gBizID account ID and password.



**Basic Operations** 

## (2) Login (initial page)

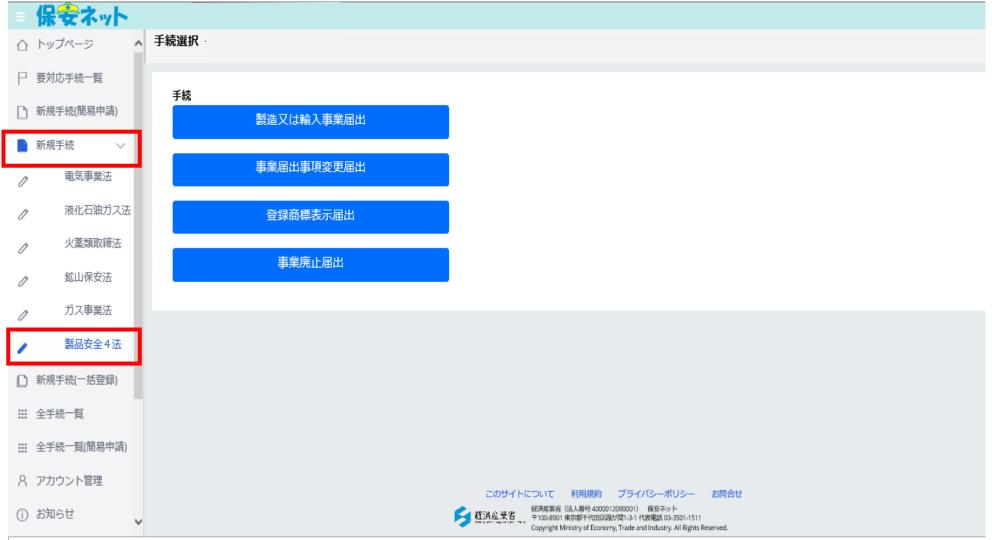
- List of required procedures: Used to check the status of submitted procedures
- New procedures: Used when submitting a notification for new procedures
- List of all procedures: Used to check the account when logged in and procedures submitted by gBiz members in the same group when registered as a group
- Account management: Used when searching for group account information



## (3) Notification processing item selection

**Basic Operations** 

- When submitting an electronic notification via the Safety Net, click on the New procedures menu and select the Four Product Safety Acts.
- After selecting the law, select the procedure to be submitted.



# **Notification of Manufacture or Import Business**

(1) If you are submitting a new notification, select "Notification of Manufacture or Import Business."



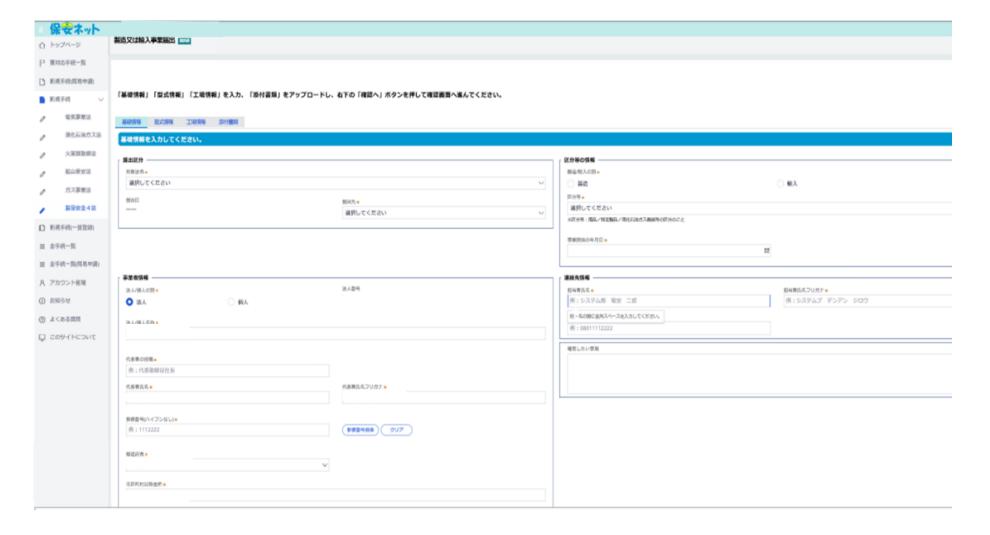
## (2) Notification content selection

Basic Information: Enter the submitter's information based on the account information

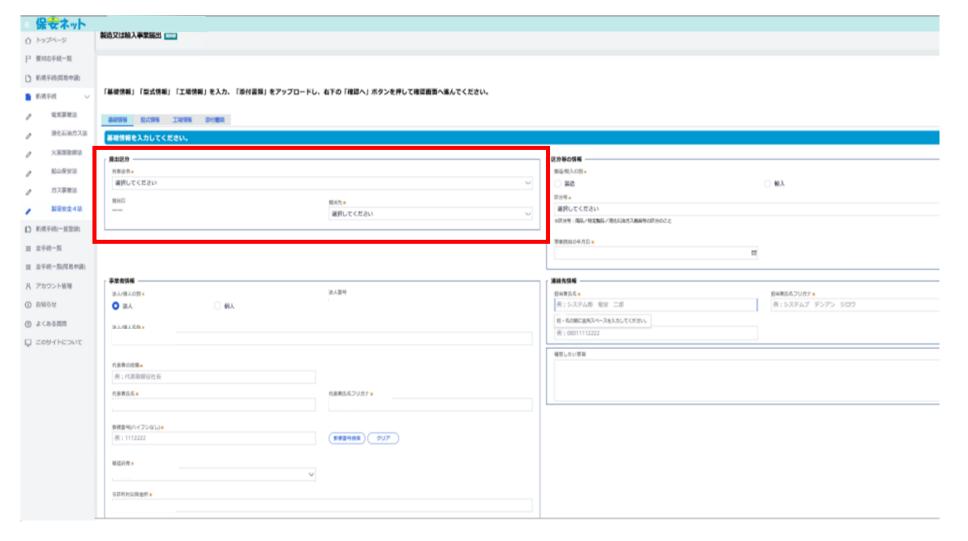
Type Information: Enter information on the type classification of the supplies you manufacture or import.

Factory Information: Enter the information for the factory where the product is manufactured.

Attached Documents: When uploading attachments



- (3) Input of notification items (for the Electrical Appliances and Material Safety Act)
  - O Submission category: Select the applicable law from the pull-down menu. Submission destination: In principle, the director of the nearest Bureau of Economy, Trade and Industry is selected. However, if the manufacturing plant or office is located in the jurisdiction of multiple Bureaus of Economy, Trade and Industry, select the Minister of Economy, Trade and Industry.



## (4) Basic Information - Business Information

The "Business Information" section will automatically reflect the information from your login account.

\*If you are a sole proprietor, enter the name of the representative in the "Company/Individual Name" field, not the business name.



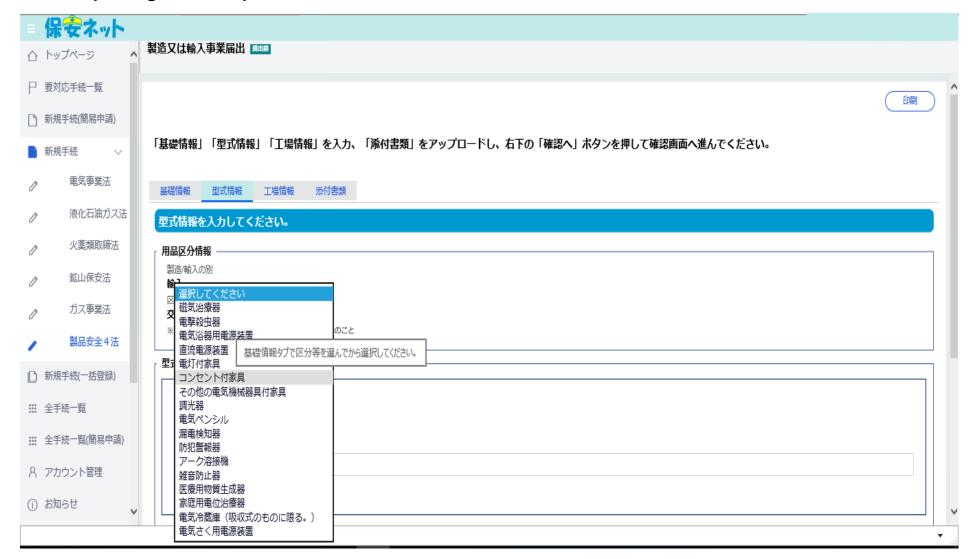
- (5) Select the name of the product you manufacture or import Information on categories, etc.
  - Manufacture/import: Click the appropriate circle.
  - Categories: Select the name of the product you are manufacturing or importing from the pull-down menu.
  - Is it for the sole purpose of export?: If you are planning to sell the product in Japan, select "No."

    If the product is not sold in Japan (it is for export only), select "Yes."



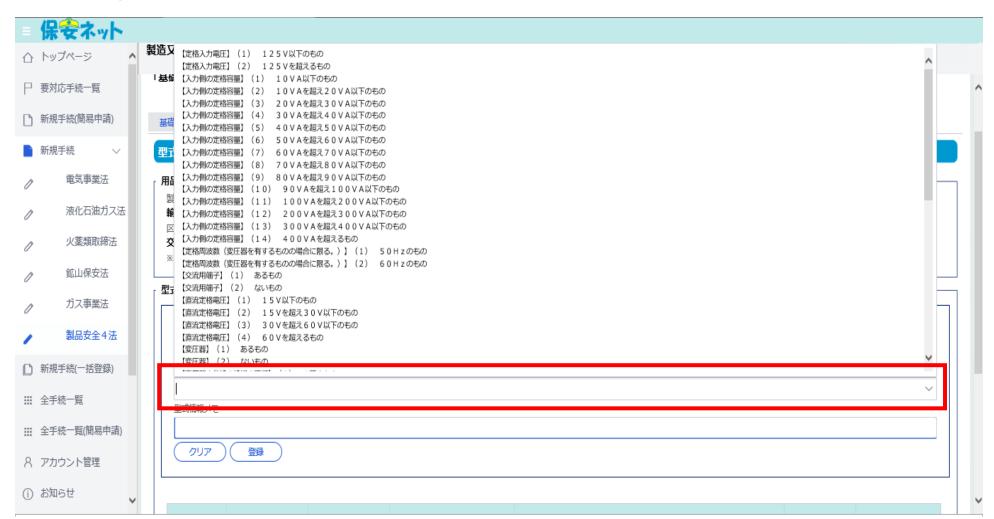
## (6) Input of type information

• In the Additional Type Classification column, select the name of the product you are manufacturing or importing from the pull-down menu.



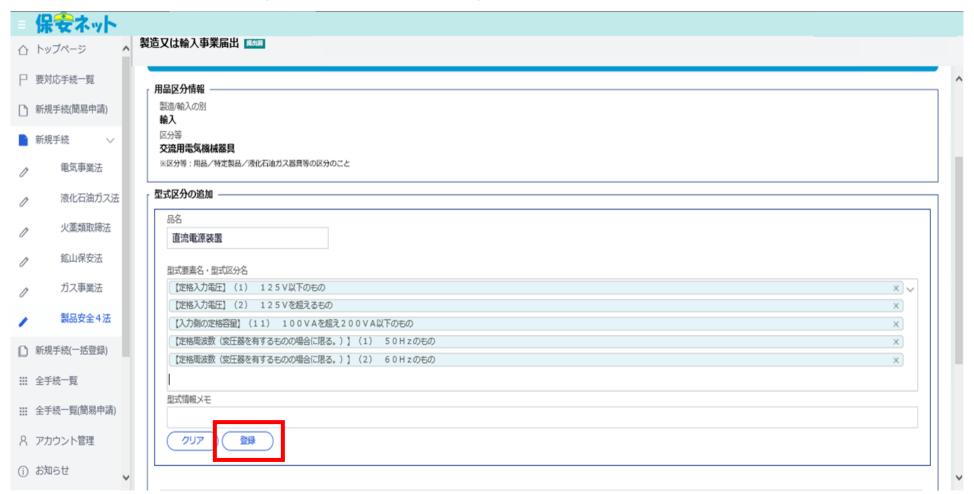
## (7) Input of elements for type classification

- The type element name corresponding to the name of the selected item is displayed in a pull-down menu.
- Type element name  $\to$  Type classification name can be input by clicking on the corresponding item in the right-arrow pull-down menu.



## (8) Confirmation and addition of type classification

- When you have finished adding the type element name and type classification name, click the registration button.
- After pressing the registration button, the type information you want to add will be displayed, and you can make corrections, etc.
- Since it is possible to select multiple type element names and type classification names, enter the product name, type element name and type classification name.



## (9) Enter factory information

- If the item "Manufacture/Import" is "Import," enter the "Add foreign manufacturer" field on the Factory Information tab.
- If the item "Submission destination" is the Minister of Economy, Trade and Industry and the "Manufacture/Import" category is "Import," enter the information in the "Information on the office, store and warehouse related to the import business" field on the Factory Information tab.
- In the Electrical Appliances and Material Safety Act, if the item "Submission destination" is the Minister of Economy, Trade and Industry and the item, "Manufacture/Import" is "Manufacture," enter "Duplicate submission destination: METI Bureau" on the Factory Information tab.



## (10) Attached documents

If the examiner of the necessary documents instructs you to do so, attach the documents on the "Attached Documents" tab.

- If you need to attach documents as procedural information, upload electronic files as the attached documents.
- If you are attaching a file, you need to save it temporarily first. If you are creating a new procedure, click the Save Temporarily button and save it.
- The maximum size of each attachment is 10MB, and the file name should be no longer than 59 characters. You can attach up to 10 files per procedure.



# **Notification of Changes to Business Registration**

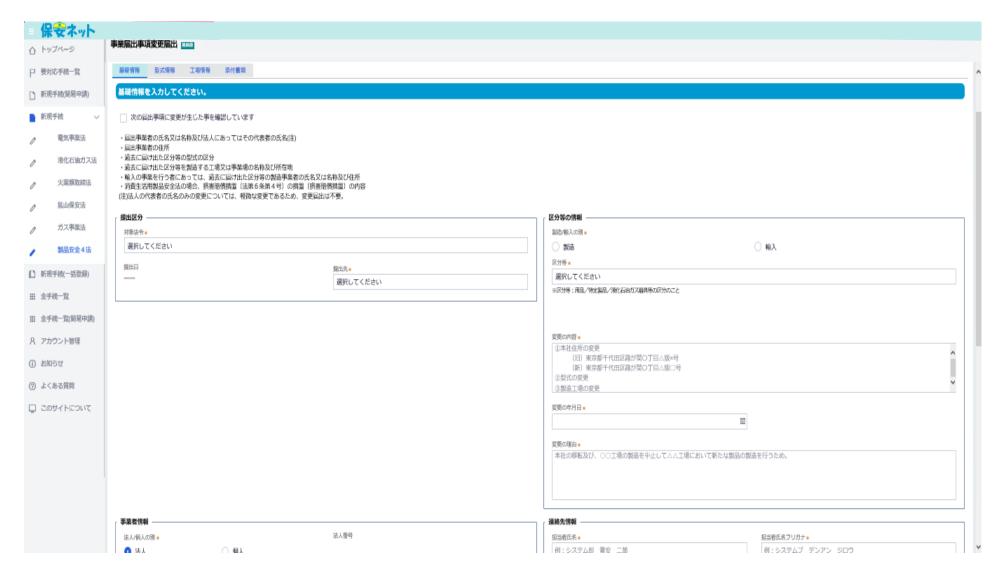
If there are any changes to the items that need to be notified (name or title and address of the person representing the corporation, classification of the type of electrical appliance, name and location of the factory or workplace), a notification is required for each manufacturing or import, and for each classification of electrical appliance.

(1) If you wish to change the details of your notification (add or delete a name or address, or a type classification), select "Notification of Changes to Business Registration."



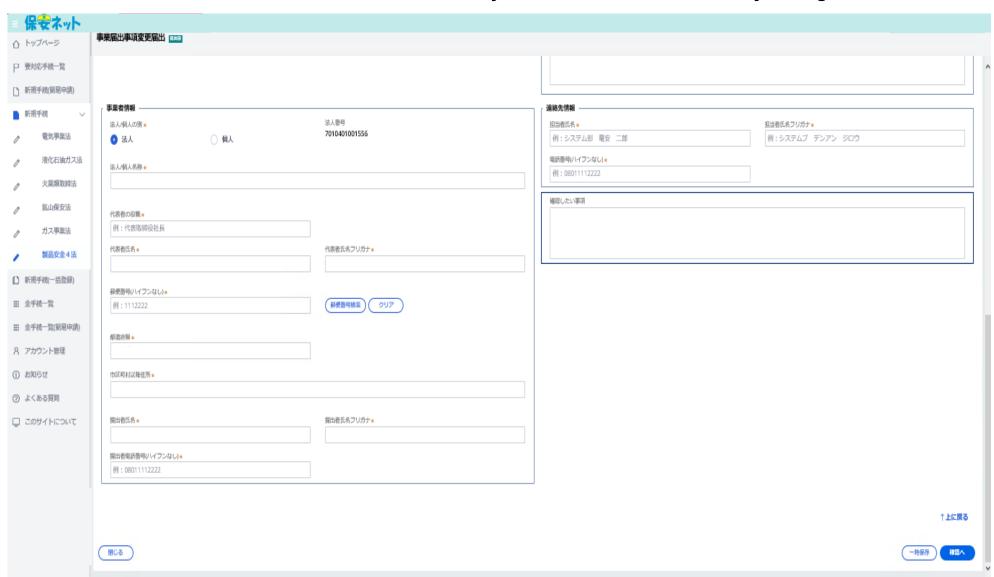
## (2) Registration screen for changes

Enter the relevant change notification information on the "Basic Information" tab.



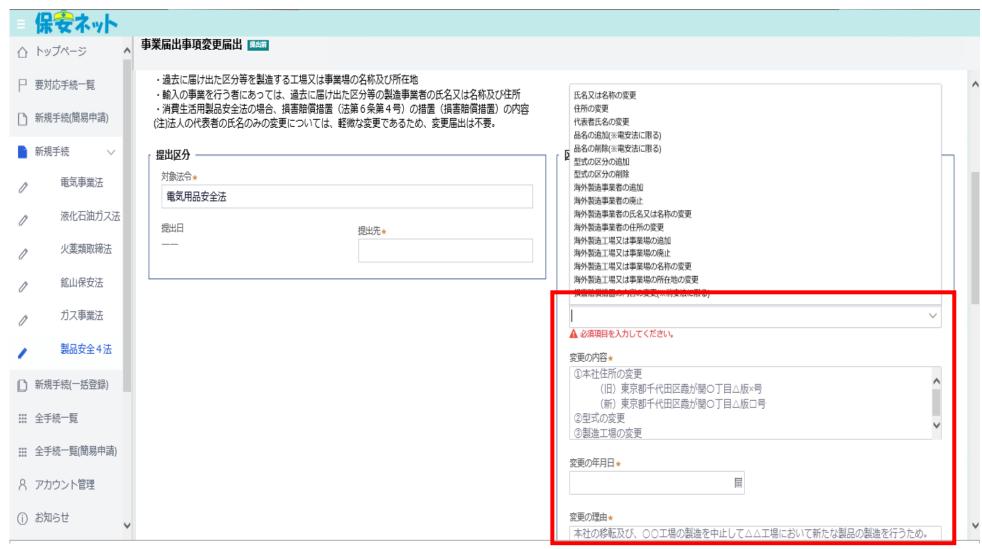
## (3) Business Information

The "Business Information" section will automatically reflect the information from your login account.



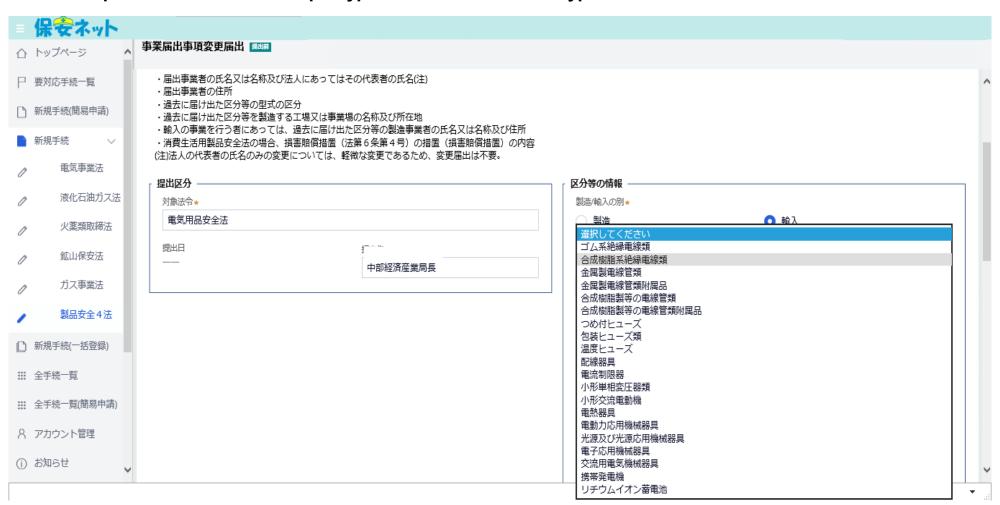
# (4) Inputting changes

In the "Details of Change," "Date of Change," and "Reason for Change" fields on the Basic Information tab, enter the details of the changes made since the last notification.



## (5) Select the item name to be changed (type information)

- O If there are any additions or deletions to the type information, enter the information on the "Type Information" tab.
  - By entering "Delete Type Classification," you can report the deletion of a type classification that you have previously submitted.
  - It is possible to select multiple type element names and type classification names.



- (6) Select the item name to be changed (factory information)

  If there are any additions or deletions to the factory information, enter the information on the "Factory Information" tab.
  - You can submit additional information by entering it in "Add foreign manufacturer."
  - You can enter information in "Delete foreign manufacturer" to declare the factory information that is to be deleted.
- (7) Attached documents Refer to P. 14.

