

Form No.20 (Related to Articles 85 and 86)

Buildings

Notification of Installation / Move / Alteration of

Machines, etc.

Type of undertaking		Name of workplace		Number of regular workers		
Installation location			Address of principal office	Telephone number:		
Outline of plan						
Substance, etc. manufactured or handled, and number of workers engaged in relevant work	Type, etc.	Volume handled		Number of workers engaged in work		
				Male	Female	Total
Name of participant		Summary of participant's personal history		Rated capacity of equipment using electricity	kW	
Planned date commencing construction			Planned date of construction completion			

Date:

Name and title of employer: Seal

To: Chief of Labour Standards Inspection Office

Notes:

1. Delete "Buildings" or "Machines, etc." and delete "Installation," "Move" or "Alteration" from the title, whichever are not applicable.
2. For "Type of undertaking," select the category from the major groups of the Japan Standard Industrial Classification, excluding the following categories: chemical seasoning manufacturing; vegetable/animal fat and oil manufacturing; spinning, dyeing and finishing; paper processing goods manufacturing; cellophane manufacturing; newspapers; publishing; bookbinding; printed matter processing and machine repair.
3. For "Installation location," entry is not necessary if this is the same as the entry for "Address of principal office."
4. For "Outline of plan," briefly outline the installation, move or alteration of buildings or machines, etc.
5. For "Substance, etc. manufactured or handled, and number of workers engaged in relevant work," fill in the column in the case of installation, etc. of machines, etc. listed in the left column of items 13 to 25 (excluding for item 22) of Appended Table 7.

In this case, attention must be paid to the following items:

- a. For the installation, etc. of machines, etc. listed in the left column of item 21 of Appended Table 7, no entry is required in "Type, etc." and "Volume handled."
 - b. For "Type, etc." in the case of organic solvent, fill in the name and the category as prescribed in items (iii) to (v) of paragraph (1) of the Ordinance on Prevention of Organic Solvent Poisoning; in the case of lead, etc., fill in the name of the substance; in the case of sintered ore, etc., distinguish between sintered ore, smoked ash and electrolytic slime; in the case of tetra-alkyl lead, etc., distinguish between tetra-alkyl lead or leaded gasoline; and in the case of dust, fill in the type of substance of which the dust is composed.
 - c. For "Volume handled," fill in the volume that is regularly handled during a fixed period such as within a day, week or month; in the case of installation of machines, etc. listed in the left column of item 14 of Appended Table 7, fill in the volume for each type of lead, etc. or sintered ore.
 - d. For "Number of workers engaged in work," fill in the total number only in the case of installation, etc. of machines, etc. listed in items 14, 15, 23 and 25 of Appended Table 7.
6. For "Name of participant" and "Summary of participant's personal history," entries must be made in the case of work pertaining to concrete form shoring or scaffolding.
 7. For "Summary of participant's personal history," fill in the work experience and length of work, etc. as regards the qualification of the participant.
 8. In the case of installation, etc. of machines, etc. listed in the left column of item 22 of Appended Table 7, fill in the building name in "Name of workplace," fill in the number of workplaces involved and the number of workers involved in "Number of regular workers," fill in the address of the building in "Installation location," and fill in the purpose of use of the building, the size of the building (total floor area and number of floors), the type of equipment (distinguish between air conditioning equipment and mechanical ventilation equipment) and the ventilation method in "Outline of plan." No other entries are necessary.
 9. If the space provided in this form is insufficient, use an attachment and attach it to this form.
 10. A signature may be filled in lieu of filling a name and affixing a seal.