

Notes:

1. Do not mark, punch or fold the form because the framed sections (hereinafter referred to as “fill in frames”) are read by an Optical Character and Image Reader (OCIR).
2. Leave the sections and fill in frames blank where there is nothing to fill in.
3. Be sure to use a black ballpoint pen to write in the frames and write the letters clearly and as large as possible inside the designated frame.
4. For “Type of undertaking,” select the category from the major groups of the Japan Standard Industrial Classification.
5. For “Name of substance subject to report,” fill in fill in the name of a substance subject to report of work involving exposure to such substance. For “Code,” fill in fill in the applicable number from among those listed in Appended Table 9 of the Enforcement Order of the Industrial Safety and Health Act.
6. For “Name of preparation, etc. that contains the substance subject to report,” fill in fill in the name of the preparation, etc. that contains 1 percent or more of the substance subject to report.
7. For “Use,” fill in fill in the applicable code based on the classification prescribed in Appended Table 1 as regards the use of the “Preparation, etc. that contains the “Substance subject to report.”
8. For “Amount of production or consumption of preparation, etc.,” fill in fill in the amount of production or consumption of the relevant preparation, etc. in the preceding year.
9. For the content rate, fill in the weight percent of the substance subject to report. If the percentage of content is indicated as a range between the percentage obtained by truncate any fractions less than 10 percent and the percentage obtained by counting such fractions, fill in fill in the mean between the two percentages.
10. For “Amount of substance subject to report,” fill in fill in the amount by basing the calculation on the “Amount of production or consumption of preparation, etc.” and “Percentage of content.”
11. For “Type of undertaking involving exposure to harmful substance,” fill in fill in the applicable code based on the classification prescribed in Appended Table 2 as regards work that is likely to involve exposure to the substance indicated in “Name of preparation, etc. that contains substance subject to report” by producing or handling such substance.
12. For “Number of workers engaged in work involving exposure to harmful substance,” fill in fill in the number of workers engaged in the relevant work.
13. For “Installation status of ventilation equipment,” select the applicable equipment from the following items as regards the installation of local exhaust ventilation equipment, etc. (1 Installation of local exhaust equipment, 2. Installation of push-pull ventilator, 3. Installation of general ventilation system, 4. Others)
14. For “Properties of substance subject to report,” select the applicable item from among those listed below as regards the status of the relevant chemical substance during work. (1 Solid, uncrushed pellet-like state or crystallized solid granule, 2. Powder, 3. Liquid (including dough and liquefied compound), 4. Vapor)
15. For “Temperature of substance subject to report,” select the applicable item from among those listed below. (1 Less than 50°C, 2. 50°C or above and less than 100°C, 3. 100°C or above)
16. For “work hours involving exposure to harmful substance,” select the applicable item from among those listed below as regards the average number of hours per month during which one person is engaged in the relevant work. (1 20 hours or less per month, 2. 21 ~ 50 hours per month, 3. 51 ~ 100 hours per month, 4. 101 hours or more per month)
17. For “Use of protective equipment,” select the applicable item from among those listed below with respect to use of protective equipment. (1 Dust mask, 2. Gas mask, 3. Protective clothing, 4. Eye protector, 5. Protective gloves, 6. Nothing used, 7. Others)
18. A signature may be filled in in lieu of filling a name and affixing a seal.

Appended Table 1:

Code	Use
01	Manufacture of substance subject to report
02	Use as the low material for manufacturing other preparation, etc.
03	Use as the catalyst to stabilize or change properties of preparation, etc. or used as an additive such as a stabilizer, plasticizer, hardener, flame retardant, emulsifier, solubilizing agent, dispersing agent or vulcanizing agent
04	Use as flux, diluent or solvent or diluent
05	Use for cleaning
06	Surface processing or corrosion control
07	Use as pigment, dye, paint or printing ink
08	Use as weeding, sterilization, insecticide, preservation, bleaching, deodorization, peeling, etc.
09	Use as reagent for testing and analysis
10	Use as adhesive
11	Use as construction material
12	Other

Appended Table 2:

Code	Type of undertaking involving exposure to harmful substance
30	Printing
31	Scraping away, peeling off or collecting
32	Drying
33	Measurement, composition, pouring into, injection or subdivision
34	Sampling, analysis, testing or research
35	Filling or stuffing bags
36	Disinfection, sterilization or fumigation
37	Forming, processing or foaming
38	Cleaning or waste disposal
39	Gluing
40	Dyeing
41	Washing, wiping, soaking or defatting
42	Painting other than spray painting or coating
43	Casting, fusing or brewing in boiled water
44	Crushing, grinding or filtering
45	Soldering, etc.
46	Spraying
47	Maintenance, inspection, decomposition, assembling or repairing
48	Surface processing such as plating
49	Filtration, mixing, churning, kneading or heating
50	Other