

住宅の品質確保の促進等に関する法律施行規則 Regulations for Enforcement of the Act on the Promotion of Housing Quality Assurance

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第一章 住宅性能評価

Chapter I Housing Performance Evaluation

第一節 住宅性能評価

Section 1 Housing Performance Evaluation

（住宅性能評価書に記載すべき事項）

(Matters to Be Included in Housing Performance Evaluation Report)

第一条 住宅の品質確保の促進等に関する法律（以下「法」という。）第五条第一項の国土交通省令・内閣府令で定める事項は、次に掲げるものとする。

Article 1 The matters specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism and Cabinet Office Order referred to in Article 5, paragraph (1) of the Act on the Promotion of Housing Quality Assurance (referred to below as the "Act") are as follows:

一 申請者の氏名又は名称及び住所

(i) the name and address of the applicant;

二 住宅性能評価を行った新築住宅にあっては、当該新築住宅の建築主及び設計者の氏名又は名称及び連絡先

(ii) in the case of a newly constructed house for which a housing performance evaluation has been conducted, the name and contact address of the owner and the designer of the newly constructed house;

三 建設された住宅に係る住宅性能評価（以下「建設住宅性能評価」という。）を行った新築住宅にあっては、当該新築住宅の工事監理者及び工事施工者の氏名又は名称及び連絡先

(iii) in the case of a newly constructed house for which a housing performance evaluation (referred to below as the "Construction Housing Performance Evaluation") has been conducted, the name and contact information of the construction supervisor and the construction executor of the newly constructed house;

四 住宅性能評価を行った既存住宅（新築住宅以外の住宅をいう。以下同じ。）にあっては、当該既存住宅の所有者（当該既存住宅が共同住宅、長屋その他一戸建ての住宅（住宅の用途以外の用途に供する部分を有しないものに限る。以下同じ。）以外の住宅（以下「共同住宅等」という。）である場合にあっては、住宅性能評価を行った住戸の所有者に限る。）の氏名又は名称及び連絡先

(iv) in the case of an existing house (meaning the house other than a newly constructed house; the same applies below) for which a housing performance evaluation has been conducted, the name and contact address of the owner of

the existing house (if the existing house is a house other than a communal house, row house, or other single-family house (limited to the house that does not have a part to be used for a purpose other than house use; the same applies below) (referred to below as a "communal house, etc."), limited to the owner of the unit for which a housing performance evaluation has been conducted);

五 住宅性能評価を行った既存住宅にあつては、新築、増築、改築、移転、修繕及び模様替（修繕及び模様替にあつては、軽微なものを除く。）の時に於ける当該既存住宅の建築主、設計者、工事監理者、工事施工者及び売主の氏名又は名称及び連絡先（国土交通大臣及び消費者庁長官が定める方法により確認されたものに限る。）並びにその確認の方法

(v) in the case of an existing house for which a housing performance evaluation has been conducted, the name and contact information (limited to those confirmed by a method specified by the Minister of Land, Infrastructure, Transport and Tourism and the Commissioner of the Consumer Affairs Agency) of the owner, designer, construction supervisor, construction executor, and seller of the existing house at the time of new construction, extension, reconstruction, relocation, repairs, and redesign (in the case of repairs, and redesign, excluding minor repairs and redesign), and the method of the confirmation;

六 住宅性能評価を行った住宅の所在地及び名称

(vi) the location and name of the house for which the housing performance evaluation was conducted;

七 住宅性能評価を行った住宅の階数、延べ面積、構造その他の当該住宅に関する基本的な事項で国土交通大臣及び消費者庁長官が定めるもの（国土交通大臣及び消費者庁長官が定める方法により確認されたものに限る。）及びその確認の方法

(vii) the number of floors, total floor area, structure, and other basic matters related to the house for which a housing performance evaluation has been conducted, as specified by the Minister of Land, Infrastructure, Transport and Tourism and the Commissioner of the Consumer Affairs Agency (limited to matters confirmed by a method specified by the Minister of Land, Infrastructure, Transport and Tourism and the Commissioner of the Consumer Affairs Agency), and the method of the confirmation;

八 住宅の性能に関し日本住宅性能表示基準に従って表示すべき事項（以下「性能表示事項」という。）ごとの住宅性能評価の実施の有無

(viii) whether or not a housing performance evaluation has been conducted for each matter on the performance of a house that should be indicated in accordance with the Japanese Housing Performance Labeling Standards (referred to below as "matters to be indicated on performance");

九 住宅性能評価を行った住宅の性能その他日本住宅性能表示基準に従って表示すべきもの

(ix) the performance of a house for which a housing performance evaluation has been conducted and any other information that should be indicated in accordance with the Japanese Housing Performance Labeling Standards.

十 住宅性能評価を行った既存住宅にあっては、住宅性能評価の際に認められた当該既存住宅に関し特記すべき事項（前号に掲げるものを除く。）

(x) in the case of an existing house for which a housing performance evaluation has been conducted, the matters to be noted with regard to the existing house that were approved at the time of the housing performance evaluation (excluding those stated in the preceding item);

十一 住宅性能評価を行った住宅の地盤の液状化に関し住宅性能評価の際に入手した事項のうち参考となるもの（申請者からの申出があった場合に限る。）

(xi) matters concerning liquefaction of the ground of the house for which a housing performance evaluation was conducted that are obtained at the time of the housing performance evaluation and serve as a reference (limited to cases for which there was a request from the applicant);

十二 住宅性能評価書を交付する登録住宅性能評価機関の名称及び登録の番号

(xii) the name and registration number of the registered housing performance evaluation agency that issues the housing performance evaluation report;

十三 登録住宅性能評価機関の印

(xiii) the seal of the registered housing performance evaluation agency;

十四 住宅性能評価を行った評価員の氏名

(xiv) the name of the appraiser who conducted the housing performance evaluation;

十五 住宅性能評価書の交付番号

(xv) the issuance number of the housing performance evaluation report;

十六 住宅性能評価書を交付する年月日

(xvi) the date of delivery of the housing performance evaluation report.

（住宅性能評価書に付すべき標章）

(Marks to Be Affixed to a Housing Performance Evaluation Report)

第二条 法第五条第一項の国土交通省令・内閣府令で定める標章で設計住宅性能評価書に係るものは、別記第一号様式に定める標章とする。

Article 2 (1) The reference, in Article 5, paragraph (1) of the Act, to a mark specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism and Cabinet Office Order in relation to a design housing performance evaluation report means a mark specified in Appended Form No. 1.

2 法第五条第一項の国土交通省令・内閣府令で定める標章で建設住宅性能評価書に係るものは、住宅性能評価を行った住宅が新築住宅である場合にあっては別記第二号様式に、既存住宅である場合にあっては別記第三号様式に定める標章とする。

(2) The reference, in Article 5, paragraph (1) of the Act, to a mark specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism and

Cabinet Office Order in relation to a construction housing performance evaluation report is a mark specified in Appended Form No. 2 when the house for which a housing performance evaluation has been conducted is a newly constructed house, and a mark specified in Appended Form No. 3 when the house is an existing house.

(設計住宅性能評価の申請)

(Application for Design Housing Performance Evaluation)

第三条 設計された住宅に係る住宅性能評価（以下「設計住宅性能評価」という。）の申請をしようとする者は、別記第四号様式の設計住宅性能評価申請書（設計住宅性能評価書が交付された住宅でその計画の変更をしようとするものに係る設計住宅性能評価（以下この項において「変更設計住宅性能評価」という。）にあつては、第一面を別記第五号様式としたものとする。以下単に「設計住宅性能評価申請書」という。）の正本及び副本に、それぞれ、設計住宅性能評価のために必要な図書で国土交通大臣及び消費者庁長官が定めるもの（変更設計住宅性能評価にあつては、当該変更に係るものに限る。以下この条において「設計評価申請添付図書」という。）を添えて、これを登録住宅性能評価機関に提出しなければならない。

Article 3 (1) A person who intends to apply for a housing performance evaluation related to a designed house (referred to below as "design housing performance evaluation") must submit an original and a duplicate of a written application for design evaluation of housing using Appended Form No. 4 (in the case of a design housing performance evaluation related to a house for which a written design housing performance evaluation report has been issued and whose plan is to be changed (referred to below as "revised design housing performance evaluation" in this paragraph), page 1 is to be altered to Appended Form No. 5; simply referred to below as "written application for design housing performance evaluation") to the registered housing performance evaluation agency, together with the respective drawings and documents necessary for the design housing performance evaluation that are specified by the Minister of Land, Infrastructure, Transport and Tourism and the Commissioner of the Consumer Affairs Agency (in the case of the revised design housing performance evaluation, limited to those related to the relevant changes; referred to below as "drawings and documents attached to the design evaluation application" in this Article).

2 前項の申請は、性能表示事項のうち設計住宅性能評価を希望するもの（住宅性能評価を受けなければならない事項として国土交通大臣及び消費者庁長官が定めるもの（以下「必須評価事項」という。）を除く。）を明らかにして、しなければならない。

(2) The application referred to in the preceding paragraph must be done by clearly stating the matters to be indicated on performance that the person wishes to have evaluated in a design housing performance evaluation (excluding matters specified by the Minister of Land, Infrastructure, Transport

and Tourism and the Commissioner of the Consumer Affairs Agency as those that require a housing performance evaluation (referred to below as " required evaluation items"))).

- 3 住宅型式性能認定を受けた型式に適合する住宅又は住宅型式性能認定を受けた型式に適合する住宅の部分を含む住宅に係る設計住宅性能評価の申請のうち、次に掲げるものにあつては、第一項の規定にかかわらず、設計評価申請添付図書に明示すべき事項のうち第六十四条第一号イ（３）の規定により指定されたものを明示することを要しない。

(3) Notwithstanding the provisions of paragraph (1), among the matters to be clearly indicated in the drawings and documents attached to the design evaluation application, the matters designated pursuant to the provisions of Article 64, item (i), (a), 3. are not required to be clearly indicated for the following applications for design housing performance evaluation related to a house that conforms to the type for which the housing type performance certification has been granted or a house that includes a part of house that conforms to the type for which the housing type performance certification has been granted:

一 第四十一条第一項に規定する住宅型式性能認定書の写しを添えたもの

(i) the application with a copy of the housing type performance certification report prescribed in Article 41, paragraph (1) attached;

二 第四十一条第一項に規定する住宅型式性能認定書の写しを有している登録住宅性能評価機関が設計評価申請添付図書に明示すべき事項のうち第六十四条第一号イ（３）の規定により指定されたものを明示しないことについて評価の業務の公正かつ適確な実施に支障がないと認めたもの

(ii) the application for which the registered housing performance evaluation agency, which holds a copy of the housing type performance certification report as prescribed in Article 41, paragraph (1) finds that the fair and proper implementation of the operation of evaluation would not be hindered by not clearly indicating the matters designated pursuant to the provisions of Article 64, item (i), (a), 3., from among the matters to be clearly indicated in the drawings and documents attached to the design evaluation application;

- 4 住宅である認証型式住宅部分等又は住宅の部分である認証型式住宅部分等を含む住宅に係る設計住宅性能評価の申請のうち、次に掲げるものにあつては、第一項の規定にかかわらず、設計評価申請添付図書に明示すべき事項のうち第六十四条第一号ロ（４）の規定により指定されたものを明示することを要しない。

(4) Notwithstanding the provisions of paragraph (1), among the matters to be clearly indicated in the drawings and documents attached to the design evaluation application, the matters designated pursuant to the provisions of Article 64, item (i), (b), 4. are not required to be clearly indicated for the following applications for design housing performance evaluation related to a certified type of house part, etc. which is a house, or a house including a

certified type of house part, etc. which is a part of a house:

一 第四十五条第一項に規定する型式住宅部分等製造者認証書の写しを添えたもの

(i) the type prescribed in Article 45, paragraph (1): a copy of the certificate of a manufacturer of a certified type of house part, etc. is attached;

二 第四十五条第一項に規定する型式住宅部分等製造者認証書の写しを有している登録住宅性能評価機関が設計評価申請添付図書に明示すべき事項のうち第六十四条第一号ロ（４）の規定により指定されたものを明示しないことについて評価の業務の公正かつ適確な実施に支障がないと認めたもの

(ii) a design for which the registered housing performance evaluation agency holding a copy of the certificate of a manufacturer of a certified type of house part, etc. prescribed in Article 45, paragraph (1) finds that there is no hindrance to the fair and proper implementation of the operation of evaluation in terms of not clearly indicating the matters designated pursuant to the provisions of Article 64, item (i), (b), 4. among the matters to be clearly indicated in the drawings and documents attached to the design evaluation application.

5 特別評価方法認定を受けた方法（以下「認定特別評価方法」という。）を用いて評価されるべき住宅に係る設計住宅性能評価の申請にあつては、設計評価申請添付図書のほか、設計住宅性能評価申請書の正本及び副本に、それぞれ、第八十条第一項に規定する特別評価方法認定書の写しを添えなければならない（登録住宅性能評価機関が、当該特別評価方法認定書の写しを有していないことその他の理由により、提出を求める場合に限る。）。

(5) In applying for a design housing performance evaluation related to house to be evaluated using a method for which a special evaluation method certification has been obtained (referred to below as the "certified special evaluation method"), in addition to the drawings and documents attached to the design evaluation application, a copy of the certificate of special evaluation method certification prescribed in Article 80, paragraph (1) must be attached respectively to the original and duplicate of the written application for design housing performance evaluation (limited to cases in which the registered housing performance evaluation agency requests the submission due to the fact that it does not have a copy of the certificate of special evaluation method certification or for other reasons).

6 認定特別評価方法を用いて評価されるべき住宅に係る設計住宅性能評価の申請にあつては、設計評価申請添付図書に明示すべき事項のうち評価方法基準（当該認定特別評価方法により代えられる方法に限る。）に従って評価されるべき事項については、これを明示することを要しない。

(6) In the case of an application for design housing performance evaluation related to a house to be evaluated using a certified special evaluation method, it is not required to clearly indicate the matters to be evaluated in accordance with the evaluation method standards (limited to the method to be replaced by

the certified special evaluation method) among the matters to be clearly indicated in the drawings and documents attached to the design evaluation application.

- 7 登録住宅性能評価機関は、設計住宅性能評価申請書及びその添付図書の受理については、電子情報処理組織（登録住宅性能評価機関の使用に係る電子計算機（入出力装置を含む。以下同じ。）と申請者の使用に係る入出力装置とを電気通信回線で接続した電子情報処理組織をいう。第四条第五項において同じ。）の使用又は磁気ディスク（これに準ずる方法により一定の事項を確実に記録しておくことができる物を含む。以下同じ。）の受理によることができる。

- (7) A registered housing performance evaluation agency may accept an written application for design housing performance evaluation and its attached drawings and documents by using an electronic data processing system (meaning an electronic data processing system that connects the computer (including input-output devices; the same applies below) used by the registered housing performance evaluation agency and the input-output devices used by the applicants through a telecommunications line; the same applies in Article 4, paragraph (5)) or by accepting magnetic disks (including any object that can record certain matters securely by equivalent means; the same applies below).

（設計住宅性能評価書の交付等）

(Issuance of Design Housing Performance Evaluation Report)

第四条 設計住宅性能評価書の交付は、設計住宅性能評価申請書の副本及びその添付図書を添えて行わなければならない。

Article 4 (1) The issuance of the design housing performance evaluation report must be carried out by attaching a duplicate copy of the application for design housing performance evaluation and its attached documents.

- 2 登録住宅性能評価機関は、次に掲げる場合においては、設計住宅性能評価書を交付してはならない。この場合において、登録住宅性能評価機関は、別記第六号様式の通知書を申請者に交付しなければならない。

- (2) In the following cases, a registered housing performance evaluation agency must not issue a design housing performance evaluation report. In this case, the registered housing performance evaluation agency must issue a written notice using Appended Form No. 6 to the applicant:

一 設計住宅性能評価申請書又はその添付図書に形式上の不備があり、又はこれらに記載すべき事項の記載が不十分であると認めるとき。

- (i) when it is found that there is a formal deficiency in the application for design housing performance evaluation or the attached drawings and documents, or that the matters to be stated in the application and the documents are not sufficiently stated;

二 設計住宅性能評価申請書又はその添付図書に記載された内容が明らかに虚偽であるとき。

(ii) when the contents included in the application for design housing performance evaluation or the attached drawings and documents are clearly false;

三 申請に係る住宅の計画が、建築基準法（昭和二十五年法律第二百一号）第六条第一項の建築基準関係規定に適合しないと認めるとき。

(iii) when the plan of the house related to the application is found not to conform to the building standards related provisions referred to in Article 6, paragraph (1) of the Building Standards Act (Act No. 201 of 1950).

3 前項の通知書の交付は、設計住宅性能評価申請書の副本及びその添付図書を添えて行うものとする。ただし、共同住宅又は長屋における二以上の住戸で一の申請者により設計住宅性能評価の申請が行われたもののうち、それらの一部について同項の通知書を交付する場合にあっては、この限りでない。

(3) The issuance of written notice referred to in the preceding paragraph is to be conducted together with the issuance of a duplicate of the application for design housing performance evaluation and its attached drawings and documents; provided, however, that this does not apply to cases where the written notice referred to in the same paragraph is issued for a part of two or more units in a communal house or a row house for which an application for design housing performance evaluation has been filed by one applicant.

4 登録住宅性能評価機関から設計住宅性能評価書を交付された者は、設計住宅性能評価書を滅失し、汚損し、又は破損したときは、設計住宅性能評価書の再交付を当該登録住宅性能評価機関に申請することができる。

(4) When a person to whom a design housing performance evaluation report has been issued by a registered housing performance evaluation agency has lost, soiled, or damaged the design housing performance evaluation report, the person may apply for reissuance of the relevant design housing performance evaluation report to the registered housing performance evaluation agency.

5 登録住宅性能評価機関は、前各項に規定する図書の交付については、電子情報処理組織の使用又は磁気ディスクの交付によることができる。

(5) A registered housing performance evaluation agency may deliver the drawings and documents prescribed in the preceding paragraphs by using an electronic data processing system or by delivering magnetic disks.

（建設住宅性能評価の申請）

(Application for Construction Housing Performance Evaluation)

第五条 建設住宅性能評価の申請をしようとする者は、新築住宅に係る申請にあっては別記第七号様式の、既存住宅に係る申請にあっては別記第八号様式の建設住宅性能評価申請書（建設住宅性能評価書が交付された住宅でその建設工事の変更をしようとするものに係る建設住宅性能評価（以下この項において「変更建設住宅性能評価」という。）にあっては第一面を別記第九号様式としたものとする。以下単に「建設住宅性能評価申請書」という。）の正本及び副本に、それぞれ、当該住宅に係る設計住宅性

能評価書又はその写し（新築住宅について当該住宅に係る設計住宅性能評価を行った登録住宅性能評価機関とは異なる登録住宅性能評価機関に申請しようとする場合に限る。）、建設住宅性能評価のために必要な図書で国土交通大臣及び消費者庁長官が定めるもの（変更建設住宅性能評価にあつては、当該変更に係るものに限る。）並びに建築基準法第六条第一項又は第六条の二第一項の確認済証（以下この項において単に「確認済証」という。）の写しを添えて、これを登録住宅性能評価機関に提出しなければならない。ただし、同法第六条第一項の規定による確認を要しない住宅に係る申請又は既存住宅に係る建設住宅性能評価の申請にあつては、確認済証の写しの添付を要しない。

Article 5 (1) A person who seeks to apply for a construction housing performance evaluation must submit to a registered housing performance evaluation agency, an original and a duplicate of the written application for construction housing performance evaluation using Appended Form No. 7 in the case of an application related to a newly constructed house or using Appended Form No. 8 in the case of an application related to an existing house (in the case of a construction housing performance evaluation related to a house for which a written report of construction housing performance evaluation has been issued and for which the construction work for the house is to be changed (referred to below as "changed construction housing performance evaluation" in this paragraph), the first page is to be altered to Appended Form No. 9; simply referred to below as "written application for construction housing performance evaluation"), with a design housing performance evaluation report related to the house or a copy of the report (limited to the case where the person seeks to apply to a registered housing performance evaluation agency that is different from the registered housing performance evaluation agency that conducted the design housing performance evaluation related to the newly constructed house), drawings and documents necessary for the construction housing performance evaluation that are specified by the Minister of Land, Infrastructure, Transport and Tourism and the Commissioner of the Consumer Affairs Agency (in the case of changed construction housing performance evaluation, limited to those related to the changes), and a copy of the confirmation certificate referred to in Article 6, paragraph (1) or Article 6-2, paragraph (1) of the Building Standards Act (simply referred to below as "confirmation certificate" in this paragraph) attached, respectively; provided, however, that a copy of the confirmation certificate is not required in the case of an application related to a house that does not require confirmation under the provisions of Article 6, paragraph (1) of the same Act or an application for construction housing performance evaluation related to an existing house.

2 前項の申請は、性能表示事項のうち建設住宅性能評価を希望するもの（必須評価事項を除く。）を明らかにして、しなければならない。

(2) The application referred to in the preceding paragraph must clearly state the

matters to be indicated on performance that the person wishes to have evaluated by undergoing a design housing performance evaluation (excluding the required evaluation items.).

- 3 新築住宅に係る建設住宅性能評価の申請は、検査時期（住宅性能評価のための検査を行うべき時期として評価方法基準に定められたもの（第六十四条第一号ロ（４）の規定により指定された検査が、特定の時期に行うべき検査のすべてのものである場合においては、当該時期を除く。）をいう。以下同じ。）のうち最初のものの後の工程に係る工事を開始するまでに、これを行わなければならない。ただし、検査を要しない住宅にあっては、この限りでない。

(3) An application for a construction housing performance evaluation related to a newly constructed house must be filed before the commencement of the construction work related to the process following the first inspection period (meaning the period specified by the Evaluation Method Standards as the period in which an inspection for the housing performance evaluation is to be conducted (in cases in which an inspection designated pursuant to the provisions of Article 64, item (i), (b), 4. includes all the inspections to be conducted at a specific time, that time is excluded); the same applies below); provided, however, that this does not apply to the house that does not require an inspection.

- 4 第三条第五項及び第六項の規定は、既存住宅に係る建設住宅性能評価の申請について準用する。

(4) The provisions of Article 3, paragraphs (5) and (6) apply mutatis mutandis to an application for a construction housing performance evaluation in relation to an existing house.

- 5 第三条第七項の規定は、建設住宅性能評価申請書及びその添付図書の受理について準用する。

(5) The provisions of Article 3, paragraph (7) apply mutatis mutandis to the acceptance of the written application for construction housing performance evaluation and the attached drawings and documents.

（検査）

(Inspection)

第六条 建設住宅性能評価（新築住宅に係るものに限る。以下この条において同じ。）の申請者は、登録住宅性能評価機関に対し、検査時期に行われるべき検査の対象となる工程（以下この条において「検査対象工程」という。）に係る工事が完了する日又は完了した日を通知しなければならない。

Article 6 (1) An applicant for a construction housing performance evaluation (limited to an evaluation related to a newly constructed house; the same applies below in this Article) must notify the registered housing performance evaluation agency of the date on which the construction work related to the process subject to the inspection to be conducted at the time of inspection

(referred to below as the "process subject to inspection" in this Article) is to be completed or has been completed.

- 2 登録住宅性能評価機関は、前項の規定による通知を受領したときは、同項に規定する日又はその通知を受領した日のいずれか遅い日から七日以内に、評価員に当該検査時期における検査を行わせなければならない。

(2) When a registered housing performance evaluation agency receives a notice under the provisions of the preceding paragraph, the agency must have an appraiser conduct an inspection during the relevant inspection period within seven days from the date prescribed in the same paragraph or the date of receipt of the notice, whichever comes later.

- 3 建設住宅性能評価の申請者は、検査が行われるまでに、当該検査対象工程に係る工事の実施の状況を報告する書類で評価方法基準に定められたもの（以下「施工状況報告書」という。）を登録住宅性能評価機関に提出しなければならない。

(3) An applicant for a construction housing performance evaluation must submit a document reporting the implementation status of the construction related to the relevant process subject to inspection which is specified by the Evaluation Method Standards (referred to below as a "construction status report") to the registered housing performance evaluation agency by the time the inspection is conducted.

- 4 第三条第七項の規定は、施工状況報告書の受理について準用する。

(4) The provisions of Article 3, paragraph (7) apply mutatis mutandis to the acceptance of a construction status report.

- 5 建設住宅性能評価の申請者は、検査が行われる場合には、当該住宅の建設工事が設計住宅性能評価書に表示された性能を有する住宅のものであることを証する図書を当該工事現場に備えておかなければならない。

(5) When an inspection is conducted, the applicant for a construction housing performance evaluation must keep at the construction site the drawings and documents certifying that the construction work of the house has the performance indicated in the design housing performance evaluation report.

- 6 前項の図書が電子計算機に備えられたファイル又は磁気ディスクに記録され、必要に応じ電子計算機その他の機器を用いて明確に紙面に表示されるときは、当該ファイル又は磁気ディスクをもって同項の図書に代えることができる。

(6) If the drawings and documents referred to in the preceding paragraph are recorded in a file or magnetic disc kept in a computer and can be clearly displayed on paper as necessary by using the computer or other device, the relevant file or magnetic disc may be substituted for the drawings and documents referred to in the preceding paragraph.

- 7 登録住宅性能評価機関は、新築住宅に係る検査を行ったときは、遅滞なく、別記第十号様式の検査報告書により建設住宅性能評価の申請者にその旨を報告しなければならない。

(7) When a registered housing performance evaluation agency has conducted an

inspection related to a newly constructed house, it must report to that effect to the applicant of the construction housing performance evaluation by an inspection report using Appended Form No. 10 without delay.

8 第四条第五項の規定は、前項の規定による報告について準用する。

(8) The provisions of Article 4, paragraph (5) apply mutatis mutandis to the report under the provisions of the preceding paragraph.

(建設住宅性能評価書の交付等)

(Issuance of Construction Housing Performance Evaluation Report)

第七条 建設住宅性能評価書の交付は、建設住宅性能評価申請書の副本及び第十五条第一号ロ（１）若しくはハ（２）に規定する書類（建設住宅性能評価申請書を除き、住宅性能評価に要したものに限る。）又はその写しを添えて行わなければならない。

Article 7 (1) The issuance of a the construction housing performance evaluation report must be carried out by attaching a duplicate copy of the written application for construction housing performance evaluation and the documents prescribed in Article 15, item (i), (b), 1. or (c), 2. (excluding the written application for construction housing performance evaluation and limited to those required for the housing performance evaluation) or copies of the report and the documents.

2 登録住宅性能評価機関は、新築住宅に係る建設住宅性能評価にあつては次の各号に、既存住宅に係る建設住宅性能評価にあつては第一号、第二号又は第四号に掲げる場合においては、建設住宅性能評価書を交付してはならない。この場合において、登録住宅性能評価機関は、別記第十一号様式の通知書を申請者に交付しなければならない。

(2) A registered housing performance evaluation agency must not issue a construction housing performance evaluation report in the cases stated in the following items for a construction housing performance evaluation related to a newly constructed house and in the cases stated in item (i), item (ii), or item (iv) for a construction housing performance evaluation related to an existing house. In this case, the registered housing performance evaluation agency must issue a written notice using Appended Form 11 to the applicant:

一 建設住宅性能評価申請書若しくはその添付図書、施工状況報告書又は前条第五項に規定する図書（次号において「申請書等」という。）に形式上の不備があり、又はこれらに記載すべき事項の記載が不十分であると認めるとき。

(i) when it is found that there is a formal deficiency in the written application for construction housing performance evaluation or its accompanying drawings and documents, the construction status report, or the drawings and documents prescribed in paragraph (5) of the preceding Article (referred to as "application and related documents" in the following item) or that the matters to be stated in there are not sufficiently stated;

二 申請書等に記載された内容が明らかに虚偽であるとき。

(ii) when the content stated in the application and related documents is clearly

- false;
- 三 申請に係る住宅が、建築基準法第六条第一項の建築基準関係規定に適合しないと認めるとき。
- (iii) when the house related to the application is found not to conform to the building standards related provisions referred to in Article 6, paragraph (1) of the Building Standards Act;
- 四 登録住宅性能評価機関の責に帰すことのできない事由により検査を行うことができないとき。
- (iv) when the inspection cannot be conducted due to grounds not attributable to the registered housing performance evaluation agency;
- 五 申請に係る住宅について建築基準法第七条第五項又は第七条の二第五項の検査済証が交付されていないとき。ただし、同法第七条第一項の規定による検査を要しない住宅又は同法第七条の六第一項第一号若しくは第二号の規定による認定を受けた住宅にあっては、この限りでない。
- (v) when a certificate of inspection under Article 7, paragraph (5), or Article 7-2, paragraph (5) of the Building Standards Act has not been issued for the house related to the application; provided, however, that this does not apply to a house which is not required to be inspected pursuant to the provisions of Article 7, paragraph (1) of that Act, or which has been certified under the provisions of Article 7-6, paragraph (1), item (i) or item (ii) of that Act.
- 3 前項の通知書の交付は、建設住宅性能評価申請書の副本及びその添付図書を添えて行うものとする。第四条第三項ただし書の規定は、この場合について準用する。
- (3) The written notice referred to in the preceding paragraph is to be issued together with a duplicate copy of the written application for construction housing performance evaluation and its attached drawings and documents. The provisions of the proviso to Article 4, paragraph (3) apply mutatis mutandis to this case.
- 4 登録住宅性能評価機関から建設住宅性能評価書を交付された者（次項において「被交付者」という。）は、建設住宅性能評価書を滅失し、汚損し、又は破損したときは、建設住宅性能評価書の再交付を当該登録住宅性能評価機関に申請することができる。
- (4) When a person to whom a construction housing performance evaluation report has been issued by a registered housing performance evaluation agency (referred to as the "recipient" in the following paragraph) has lost, soiled or damaged the construction housing performance evaluation report, the person may apply for reissuance of the construction housing performance evaluation report to the relevant registered housing performance evaluation agency.
- 5 住宅を新築する建設工事の請負契約又は住宅を譲渡する契約を被交付者と締結し、かつ、被交付者から当該住宅に係る当該建設住宅性能評価書又はその写しを交付された者は、建設住宅性能評価書の交付を当該登録住宅性能評価機関に申請することができる。
- (5) A person who has concluded a contract for construction work to construct a

house or a contract for the transfer of a house with a recipient and has received a construction housing performance evaluation report related to the house or a copy of the report from the recipient may apply to the registered housing performance evaluation agency for the issuance of a construction housing performance evaluation report.

6 第四条第五項の規定は、前各項に規定する図書の交付について準用する。

(6) The provisions of Article 4, paragraph (5) apply mutatis mutandis to the delivery of the drawings and documents provided for in the preceding paragraphs.

(長期使用構造等であることの確認の申請)

(Application for Confirmation of Long-Term Use Structures)

第七条の二 法第六条の二第一項の規定による求めをしようとする者は、別記第十一号の二様式の確認申請書（第七条の四第一項第一号に規定する確認書又は法第六条の二第五項の住宅性能評価書が交付された住宅でその計画の変更をしようとするものに係る確認（以下この項において「変更確認」という。）にあっては第一面を別記第十一号の三様式としたものとする。以下単に「確認申請書」という。）の正本及び副本に、それぞれ、同条第三項の規定による確認のために必要な図書で国土交通大臣が定めるもの（変更確認にあっては、当該変更に係るものに限る。）を添えて、これを登録住宅性能評価機関に提出しなければならない。

Article 7-2 (1) A person who seeks to make a request under the provisions of Article 6-2, paragraph (1) of the Act must submit the original and the duplicate of the written application for confirmation using Appended Form No. 11-2 (in the case of a confirmation related to a house for which a written confirmation prescribed in Article 7-4, paragraph (1), item (i) or a housing performance evaluation report pursuant to Article 6-2, paragraph (5) of the Act has been issued and the person seeks to change the plan (referred to below as "confirmation of change" in this paragraph), the first page is to be altered to Appended Form No. 11-3; simply referred to below as "written application for confirmation") to the registered housing performance evaluation agency by attaching the necessary drawings and documents for the confirmation under the provisions of paragraph (3) of the same Article that are specified by the Minister of Land, Infrastructure, Transport and Tourism (in the case of confirmation of change, limited to those related to the relevant change).

2 第三条第七項の規定は、確認申請書及びその添付図書の受理について準用する。

(2) The provisions of Article 3, paragraph (7) apply mutatis mutandis to the acceptance of written applications for confirmation and the attached drawings and documents.

第七条の三 法第六条の二第二項の規定により住宅性能評価の申請と併せて同条第一項の規定による求めをしようとする場合における第三条第一項の規定及び第五条第一項

の規定の適用については、第三条第一項中「を添えて」とあるのは「並びに法第六条の二第四項の規定による確認のために必要な図書で国土交通大臣が定めるものを添えて」と、第五条第一項中「並びに建築基準法第六条第一項又は第六条の二第一項の確認済証（以下この項において単に「確認済証」という。）の写しを添えて」とあるのは「、建築基準法第六条第一項又は第六条の二第一項の確認済証（以下この項において単に「確認済証」という。）の写し並びに法第六条の二第四項の規定による確認のために必要な図書で国土交通大臣が定めるものを添えて」とする。

Article 7-3 Regarding the application of the provisions of Article 3, paragraph (1) and Article 5, paragraph (1) in the case of making a request under the provisions of Article 6-2, paragraph (1) of the Act along with the application for the housing performance evaluation report pursuant to the provisions of paragraph (2) of the same Article, the phrase "along with the respective drawings and documents necessary for the confirmation under the provisions of Article 6-2, paragraph (4) of the Act, which are specified by the Minister of Land, Infrastructure, Transport and Tourism" in Article 3, paragraph (1) is deemed to be replaced with "along with the respective drawings and documents necessary for the confirmation under the provisions of Article 6-2, paragraph (4) of the Act, which are specified by the Minister of Land, Infrastructure, Transport and Tourism", and the phrase "along with a copy of the certificate of confirmation under the provisions of Article 6, paragraph (1) or Article 6-2, paragraph (1) of the Building Standards Act (simply referred to below as the "confirmation certificate "in this paragraph)" in Article 5, paragraph (1) is deemed to be replaced with "along with a copy of the certificate of confirmation under the provisions of Article 6, paragraph (1) or Article 6-2, paragraph (1) of the Building Standards Act (simply referred to below as the "confirmation certificate" in this paragraph).

（確認書の交付等）

（Delivery of Written Confirmation）

第七条の四 法第六条の二第三項の規定による確認書の交付は、次の各号に掲げる場合に
応じ、それぞれ当該各号に定めるものに確認申請書の副本及びその添付図書を添え
て行わなければならない。

Article 7-4 (1) The issuance of a written confirmation under the provisions of Article 6-2, paragraph (3) of the Act must be made in accordance with the cases stated in each of the following items by attaching a duplicate of the confirmation certificate and its attached drawings and documents:

一 当該住宅の構造及び設備が長期使用構造等であることを確認した場合 別記第十一号の四様式による確認書

(i) if it is confirmed that the structure and equipment of the house are not long-term use structures, etc.: a written confirmation using Appended Form No. 11-4;

二 当該住宅の構造及び設備が長期使用構造等でないことを確認した場合 別記第十一号の五様式による確認書

(ii) if it is confirmed that the structure and equipment of the house are not long-term use structures, etc.: a written confirmation using Appended Form No. 11-5.

2 登録住宅性能評価機関から確認書を交付された者は、確認書を滅失し、汚損し、又は破損したときは、確認書の再交付を当該登録住宅性能評価機関に申請することができる。

(2) When the written confirmation is lost, soiled or damaged, a person to whom a written confirmation has been issued by a registered housing performance evaluation agency may apply for reissuance of the written confirmation to the relevant registered housing performance evaluation agency.

第二節 登録住宅性能評価機関

Section 2 Registered Housing Performance Evaluation Agency

(登録住宅性能評価機関に係る登録の申請)

(Application for Registration Related to Registered Housing Performance Evaluation Agency)

第八条 法第七条第一項に規定する登録を受けようとする者は、別記第十二号様式の登録住宅性能評価機関登録申請書に次に掲げる書類を添えて、これを国土交通大臣に提出しなければならない。

Article 8 A person who intends to obtain registration as prescribed in Article 7, paragraph (1) of the Act must submit a written application for registration of a registered housing performance evaluation agency to the Minister of Land, Infrastructure, Transport and Tourism, using Appended Form No. 12, together with the following documents:

一 定款又は寄附行為及び登記事項証明書

(i) articles of incorporation, articles of endowment, and certificate of registered information;

二 申請の日の属する事業年度の前事業年度における財産目録及び貸借対照表。ただし、申請の日の属する事業年度に設立された法人にあっては、その設立時における財産目録とする。

(ii) the inventory of assets and the balance sheet for the business year preceding the business year to which the date of application belongs; provided, however, that in the case of a corporation established in the business year to which the date of application belongs, the inventory of assets at the time of establishment;

三 申請に係る意思の決定を証する書類

(iii) a document certifying the decision of intent made concerning the application;

四 申請者（法人である場合はその役員（持分会社（会社法（平成十七年法律第八十六号）第五百七十五条第一項に規定する持分会社をいう。以下同じ。）にあっては、業務を執行する社員。以下同じ。））の氏名及び略歴（申請者が住宅関連事業者の役員又は職員（過去二年間に当該住宅関連事業者の役員又は職員であった者を含む。）である場合には、その旨を含む。）を記載した書類

(iv) a document stating the name and brief biographical outline of the applicant (if the applicant is a corporation, its officer (in the case of a membership company (meaning a membership company as prescribed in Article 575, paragraph (1) of the Companies Act (Act No. 86 of 2005); the same applies below), a member who conducts business; the same applies below)) (if the applicant is an officer or employee of a housing-related business operator (including a person who was an officer or employee of the relevant housing-related business operator in the past two years), including a statement to that effect);

五 主要な株主の構成を記載した書類

(v) a document stating the composition of the major shareholders;

六 組織及び運営に関する事項（評価の業務以外の業務を行っている場合は、当該業務の種類及び概要）を記載した書類

(vi) a document stating the matters related to the organization and operation (in the case in which an operation other than the operation of evaluation is conducted, the type and outline of the relevant operation);

七 申請者が法第八条第一号及び第二号に規定する者に該当しない旨の市町村（特別区を含む。以下同じ。）の長の証明書

(vii) a certificate from the head of the municipality (including special wards; the same applies below) stating to the effect that the applicant does not fall under any of the persons provided in Article 8, items (i) and (ii) of the Act;

八 申請者が法第八条第三号から第六号までに該当しない旨を誓約する書面

(viii) a document in which the applicant pledges to the effect not to fall under any of Article 8, items (iii) through (vi) of the Act;

九 別記第十三号様式の評価の業務の計画棟数を記載した書類

(ix) a document stating the number of houses planned for the operation of evaluation using Appended Form No. 13;

十 評価の業務を行う部門の専任の管理者の氏名及び略歴を記載した書類

(x) a document stating the name and brief biographical outline of the full-time manager of the section in charge of the operation of evaluation;

十一 評価員となるべき者の氏名及び略歴を記載した書類並びに当該者が法別表の中段に掲げる者であることを証する書類及び登録講習機関が行う講習の課程を修了したことを証する書類

(xi) a document stating the name and brief biographical outline of a person who is to be an appraiser, a document certifying that the person is a person listed in the middle column of the Appended Table of the Act, and a document

certifying that the person has completed the course of the training provided by a registered training course agency;

十二 その他参考となる事項を記載した書類

(xii) a document stating any other matters which would serve as reference information.

(登録住宅性能評価機関に係る登録の区分)

(Classification of Registration Related to Registered Housing Performance Evaluation Agency)

第九条 法第七条第二項の国土交通省令で定める区分は、同項各号に掲げる住宅の種別ごとにそれぞれ次に掲げるものとする。

Article 9 The categories specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 7, paragraph (2) of the Act are as follows for each type of house stated in the items of that paragraph:

一 設計住宅性能評価を行う者としての登録

(i) registration as a person who conducts a design housing performance evaluation;

二 新築住宅である住宅の建設住宅性能評価を行う者としての登録

(ii) registration as a person who conducts a construction housing performance evaluation for a newly constructed house;

三 既存住宅である住宅の建設住宅性能評価を行う者としての登録

(iii) registration as a person who conducts a construction housing performance evaluation for a house that is an existing house.

(心身の故障により評価の業務を適正に行うことができない者)

(Persons Unable to Properly Perform Evaluation Services Due to Mental or Physical Disorder)

第九条の二 法第八条第五号の国土交通省令で定める者は、精神の機能の障害により評価の業務を適正に行うに当たって必要な認知、判断及び意思疎通を適切に行うことができない者とする。

Article 9-2 The person specified by the Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 8, item (v) of the Act is a person who is unable to adequately carry out the cognition, decision making, and communication necessary for properly performing the operation of evaluation due to a mental disorder.

(登録住宅性能評価機関登録簿の記載事項)

(Matters to Be Included in the Registry of Registered Housing Performance Evaluation Agency)

第十条 法第九条第二項第六号の国土交通省令で定める事項は、次に掲げるものとする。

Article 10 The matters specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 9, paragraph (2), item (vi) of the Act are the following:

- 一 登録住宅性能評価機関が法人である場合は、役員の氏名
(i) if the registered housing performance evaluation agency is a corporation, the names of its officers;
- 二 評価の業務を行う部門の専任の管理者の氏名
(ii) the name of the full-time manager of the section in charge of the operation of evaluation;
- 三 登録住宅性能評価機関が評価の業務を行う区域
(iii) the area in which the registered housing performance evaluation agency conducts the operation of evaluation.

(公示事項)

(Matters to Be Publicly Notified)

第十一条 法第十条第一項の国土交通省令で定める事項は、前条各号に掲げる事項とする。

Article 11 The matters specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 10, paragraph (1) of the Act are the matters stated in the items of the preceding Article.

(登録住宅性能評価機関に係る事項の変更の届出)

(Notification of Changes to Matters Related to a Registered Housing Performance Evaluation Agency)

第十二条 登録住宅性能評価機関は、法第十条第二項の規定により法第九条第二項第二号又は第四号から第六号までに掲げる事項を変更しようとするときは、別記第十四号様式の登録住宅性能評価機関変更届出書に第八条各号に掲げる書類のうち変更に係るものを添えて、これを国土交通大臣に提出しなければならない。

Article 12 When a registered housing performance evaluation agency intends to change any of the matters stated in Article 9, paragraph (2), item (ii) or items (iv) through (vi) of the Act pursuant to the provisions of Article 10, paragraph (2) of the Act, it must submit a written notification of change of registered housing performance evaluation agency using the format of Appended Form No. 14 to the Minister of Land, Infrastructure, Transport and Tourism, together with the documents stated in the items of Article 8 which relate to the change.

(登録住宅性能評価機関に係る登録の更新)

(Renewal of Registration Related to a Registered Housing Performance Evaluation Agency)

第十三条 登録住宅性能評価機関は、法第十一条第一項の登録の更新を受けようとするときは、別記第十五号様式の登録住宅性能評価機関登録更新申請書に第八条各号に掲

げる書類を添えて、これを国土交通大臣に提出しなければならない。

Article 13 (1) If a registered housing performance evaluation agency seeks to have its registration renewed as referred to in Article 11, paragraph (1) of the Act, it must submit a written application for renewal of registration as a registered housing performance evaluation agency using the format of Appended Form No. 15 to the Minister of Land, Infrastructure, Transport and Tourism, together with the documents stated in the items of Article 8.

2 第九条及び第十条の規定は、登録住宅性能評価機関が登録の更新を行う場合について準用する。

(2) The provisions of Article 9 and Article 10 apply *mutatis mutandis* when a registered housing performance evaluation agency renews its registration.

(承継の届出)

(Notification of Succession)

第十四条 法第十二条第二項の規定により登録住宅性能評価機関の地位の承継の届出をしようとする者は、別記第十六号様式の登録住宅性能評価機関事業承継届出書に次に掲げる書類を添えて、これを国土交通大臣に提出しなければならない。

Article 14 A person who intends to make a notification of the succession of the status of a registered housing performance evaluation agency pursuant to the provisions of Article 12, paragraph (2) of the Act must submit to the Minister of Land, Infrastructure, Transport and Tourism a written notification of succession of business of a registered housing performance evaluation agency using Appended Form No. 16 by attaching the following documents:

一 法第十二条第一項の規定により登録住宅性能評価機関の事業の全部を譲り受けて登録住宅性能評価機関の地位を承継した者にあつては、別記第十七号様式の登録住宅性能評価機関事業譲渡証明書及び事業の全部の譲渡しがあつたことを証する書面

(i) in the case of a person who has succeeded to the status of a registered housing performance evaluation agency by receiving the transfer of the whole of the operation of a registered housing performance evaluation agency pursuant to the provisions of Article 12, paragraph (1) of the Act, a receipt of transfer of ownership of operation of a registered housing performance evaluation agency using Appended Form No. 17 and a document certifying that the whole of the operation has been transferred;

二 法第十二条第一項の規定により登録住宅性能評価機関の地位を承継した相続人であつて、二以上の相続人の全員の同意により選定されたものにあつては、別記第十八号様式の登録住宅性能評価機関事業相続同意証明書及び戸籍謄本

(ii) in the case of an heir who has succeeded to the status of a registered housing performance evaluation agency pursuant to the provisions of Article 12, paragraph (1) of the Act and who has been selected by the unanimous consent of two or more heirs, a certificate of consent to business succession of a registered housing performance evaluation agency and a transcript of the

family register using Appended Form No. 18;

三 法第十二条第一項の規定により登録住宅性能評価機関の地位を承継した相続人であつて、前号の相続人以外のものにあつては、別記第十九号様式の登録住宅性能評価機関事業相続証明書及び戸籍謄本

(iii) a certificate of business succession of a registered housing performance evaluation agency and a transcript of the family register using Appended Form No. 19 in the case of an heir who has succeeded to the status of a registered housing performance evaluation agency pursuant to the provisions of Article 12, paragraph (1) of the Act, and who is not an heir stated in the preceding item;

四 法第十二条第一項の規定により合併によって登録住宅性能評価機関の地位を承継した法人にあつては、その法人の登記事項証明書

(iv) in cases of a corporation that has succeeded to the status of a registered housing performance evaluation agency through a merger pursuant to the provisions of Article 12, paragraph (1) of the Act, the certificate of registered information of the corporation;

五 法第十二条第一項の規定により分割によって登録住宅性能評価機関の地位を承継した法人にあつては、別記第二十号様式の登録住宅性能評価機関事業承継証明書、事業の全部の承継があつたことを証する書面及びその法人の登記事項証明書

(v) in the case of a corporation that has succeeded to the status of a registered housing performance evaluation agency through a split pursuant to the provisions of Article 12, paragraph (1) of the Act, a certificate of business succession of a registered housing performance evaluation agency using Appended Form No. 20, a document certifying that the whole of the business has been succeeded to, and the certificate of registered information of the corporation.

(評価の業務の実施基準)

(Standards for Implementation of Operation of Evaluation)

第十五条 法第十五条第二項の国土交通省令で定める基準は、次に掲げるとおりとする。

Article 15 The standards specified by Order of the Ministry of Land,

Infrastructure, Transport and Tourism referred to in Article 15, paragraph (2) of the Act are as stated below:

一 次に掲げる方法により住宅性能評価を行うこと。

(i) to conduct the housing performance evaluation by the following methods:

イ 設計住宅性能評価は、評価方法基準に従い、設計住宅性能評価申請書及びその添付図書をもって行うこと。

(a) the design housing performance evaluation is conducted by submitting an application for design housing performance evaluation and its attached drawings and documents in accordance with the Evaluation Method Standards;

ロ 新築住宅に係る建設住宅性能評価は、次に定める方法により行うこと。

(b) a construction housing performance evaluation for a newly constructed house is conducted by the following methods:

(1) 建設住宅性能評価申請書及びその添付図書、施工状況報告書並びに第六条第五項の図書をもって行うこと。

1. a written application for construction housing performance evaluation and its attached drawings and documents, a construction status report, and the drawings and documents referred to in Article 6, paragraph (5) are to be submitted;

(2) 検査は、評価方法基準に従い、検査時期に実地に行うこと。

2. the inspection is to be conducted on site at the time of inspection in accordance with the Evaluation Method Standards;

ハ 既存住宅に係る建設住宅性能評価は、次に定める方法により行うこと。

(c) the construction housing performance evaluation related to an existing house is conducted by the following methods:

(1) 建設住宅性能評価の実施上の必要に応じ、平面図、立面図、断面図、配置図、構造計算書その他の図書を作成すること。

1. preparing floor plans, elevations, sectional views, layout plans, structural calculation sheets, and other drawings and documents as necessary for conducting the construction housing performance evaluation;

(2) 建設住宅性能評価申請書及びその添付図書並びに(1)に規定する図書をもって行うこと。

2. the inspection is conducted by the written application for construction housing performance evaluation and its attached drawings and documents, and the drawings and documents specified in 1;

(3) 検査は、評価方法基準に従い、実地に行うこと。

3. the inspection is conducted on site in accordance with the Evaluation Method Standards;

二 法第六条の二第三項及び第四項の規定による確認は、評価員（次の表の各号の上欄に掲げる確認を行う住宅の区分に応じ、それぞれ当該各号の下欄に掲げる者に該当するものに限る。）が、確認申請書及びその添付図書をもって行うこと。

確認を行う住宅 a house to be checked	評価員 Appraiser
一 法第七条第二項第一号に掲げる住宅 (i) the house stated in Article 7, paragraph (2), item (i) of the Act.	一級建築士又はこれと同等以上の知識及び経験を有する者 A first-class architect and building engineer or a person who has knowledge and experience equal to or greater than the first-class architect and building engineer

<p>二 法第七条第二項第二号に掲げる住宅 (ii) the housing stated in Article 7, paragraph (2), item (ii) of the Act.</p>	<p>前号の下欄に掲げる者又は建築士法（昭和二十五年法律二百二号）第二条第三項に規定する二級建築士若しくはこれと同等以上の知識及び経験を有する者 A person listed in the right-hand column of the preceding item or a second-class architect and building engineer prescribed in Article 2, paragraph (3) of the Act on Architects and Building Engineers (Act No. 202 of 1950), or a person who has knowledge and experience equal to or greater than these persons</p>
<p>三 法第七条第二項第三号に掲げる住宅 (iii) the house stated in Article 7, paragraph (2), item (iii) of the Act.</p>	<p>前号の下欄に掲げる者又は建築士法第二条第四項に規定する木造建築士若しくはこれと同等以上の知識及び経験を有する者 A person listed in the right-hand column of the preceding item, or a wooden architect prescribed in Article 2, paragraph (4) of the Act on Architects and Building Engineers or a person who has knowledge and experience equal to or greater than those persons</p>

三 登録住宅性能評価機関が評価の申請又は法第六条の二第一項の規定による求めを自ら行った場合その他の場合であって、評価の業務（法第六条の二第三項又は第四項の規定による確認の業務を含む。第六号、次条第三項及び第四項、第二十条第一項及び第三項並びに第二十一条第一項において同じ。）の公正な実施に支障を及ぼすおそれがあるものとして国土交通大臣が定める場合においては、これらの申請に係る住宅性能評価又は法第六条の二第三項若しくは第四項の規定による確認を行わないこと。

(iii) in cases for which a registered housing performance evaluation agency has filed an application for evaluation or made a request under the provisions of Article 6-2, paragraph (1) of the Act or in other cases, if the Minister of Land, Infrastructure, Transport and Tourism specifies that the application is likely to hinder the fair implementation of the operation of evaluation (including the operation of confirmation under the provisions of Article 6-2, paragraph (3) or paragraph (4) of the Act; the same applies in item (vi), paragraphs (3) and (4) of the following Article, Article 20, paragraphs (1) and (3), and Article 21, paragraph (1)), the housing performance evaluation related to the application or the confirmation under the provisions of Article 6-2, paragraph (3) or paragraph (4) of the Act is not to be conducted;

四 評価の業務を行う部門の専任の管理者は、登録住宅性能評価機関の役員又は当該部門を管理する上で必要な権限を有する者であること。

(iv) the full-time manager of the section in charge of the operation of evaluation is an officer of the registered housing performance evaluation agency or a person who has the authority necessary to manage the relevant section;

五 登録住宅性能評価機関は、評価員の資質の向上のために、その研修の機会を確保すること。

(v) a registered housing performance evaluation agency is to secure opportunities for training for evaluators in order to improve their capabilities;

六 評価の業務に関し支払うことのある損害賠償のため保険契約を締結していること。

(vi) that an insurance contract has been concluded for the compensation for loss or damage which may be paid in connection with the operation of evaluation.

(評価業務規程)

(Operational Rules of Evaluation)

第十六条 登録住宅性能評価機関は、法第十六条第一項前段の規定により評価業務規程の届出をしようとするときは、別記第二十一号様式の登録住宅性能評価機関評価業務規程届出書を国土交通大臣に提出しなければならない。

Article 16 (1) When a registered housing performance evaluation agency intends to notify the operational rules of evaluation pursuant to the provisions of the first sentence of Article 16, paragraph (1) of the Act, the agency must submit a written notification of operational rules of evaluation of a registered housing performance evaluation agency using Appended Form No. 21 to the Minister of Land, Infrastructure, Transport and Tourism.

2 登録住宅性能評価機関は、法第十六条第一項後段の規定により評価業務規程の変更の届出をしようとするときは、別記第二十二号様式の登録住宅性能評価機関評価業務規程変更届出書を国土交通大臣に提出しなければならない。

(2) When a registered housing performance evaluation agency intends to notify the changes to the rules for operation of evaluation pursuant to the provisions of the second sentence of Article 16, paragraph (1) of the Act, it must submit to the Minister of Land, Infrastructure, Transport and Tourism a written notification of changes to the operational rules of evaluation of a registered housing performance evaluation agency using Appended Form No. 22.

3 法第十六条第二項の国土交通省令で定める事項は、次に掲げるものとする。

(3) The matters specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 16, paragraph (2) of the Act are the following:

一 評価の業務を行う時間及び休日に関する事項

- (i) matters concerning the hours during which the operation of evaluation is conducted and holidays;
二 事務所の所在地及びその事務所が評価の業務を行う区域に関する事項
- (ii) matters concerning the location of the office and the area in which the office performs the operation of evaluation;
三 住宅性能評価及び法第六条の二第三項又は第四項の規定による確認を行う住宅の種類その他評価の業務の範囲に関する事項
- (iii) matters concerning the type of house for which the housing performance evaluation and the confirmation under the provisions of Article 6-2, paragraph (3) or (4) of the Act are conducted, and other matters concerning the scope of the operation of evaluation;
四 評価の業務の実施の方法に関する事項
- (iv) matters concerning the method of carrying out the operation of evaluation;
五 評価の業務に関する料金及びその収納の方法に関する事項
- (v) matters concerning the fees for the operation of evaluation and the method of receiving the fees;
六 評価員の選任及び解任に関する事項
- (vi) matters concerning the appointment and dismissal of appraisers;
七 評価の業務に関する秘密の保持に関する事項
- (vii) matters concerning the maintenance of confidentiality in relation to the operation of evaluation;
八 評価員の配置及び教育に関する事項
- (viii) matters concerning the assignment and training of appraisers;
九 住宅性能評価を行う際に携帯する身分証及びその携帯に関する事項
- (ix) matters concerning the identification cards to be carried when conducting the housing performance evaluation and the carrying of those cards;
十 評価の業務の実施及び管理の体制に関する事項
- (x) matters concerning the system for the implementation and management of the operation of evaluation;
十一 第二十条第三項に規定する帳簿その他の評価の業務に関する書類の管理に関する事項
- (xi) matters concerning the management of books and other documents related to the operation of evaluation prescribed in Article 20, paragraph (3);
十二 財務諸表等（法第十八条第一項に規定する財務諸表等をいう。以下この号において同じ。）の備付け及び財務諸表等に係る同条第二項各号に掲げる請求の受付に関する事項
- (xii) matters concerning the keeping of financial statements, etc. (meaning the Financial Statements, etc. prescribed in Article 18, paragraph (1) of the Act; the same applies below in this item) and the acceptance of requests listed in the items of paragraph (2) of the same Article related to financial statements, etc.;

十三 評価の業務に関する公正の確保に関する事項

(xiii) matters concerning the securing of fairness in the operation of evaluation;

十四 その他評価の業務の実施に関し必要な事項

(xiv) any other matters necessary for the implementation of operation of evaluation.

4 登録住宅性能評価機関は、評価業務規程を評価の業務を行うすべての事務所で業務時間内に公衆に閲覧させるとともに、インターネットを利用して閲覧に供する方法により公表するものとする。

(4) A registered housing performance evaluation agency is to make the rules for operation of evaluation available for public inspection at all offices performing the operation of evaluation during their operating hours, and is to publicize them by making them available for public inspection via the internet.

(掲示等の記載事項等)

(Matters to Be Stated in a Posting)

第十七条 法第十七条の国土交通省令で定める事項は、次に掲げるものとする。

Article 17 (1) The matters specified by Order of the Ministry of Land,

Infrastructure, Transport and Tourism referred to in Article 17 of the Act are the following:

一 登録番号

(i) the registration number;

二 登録の有効期間

(ii) the validity period of registration;

三 登録住宅性能評価機関の氏名又は名称

(iii) the name of the registered housing performance evaluation agency;

四 登録住宅性能評価機関が法人である場合においては、代表者の氏名

(iv) if the registered housing performance evaluation agency is a corporation, the name of its representative;

五 主たる事務所の所在地及び電話番号

(v) the location and telephone number of the principal office;

六 実施する住宅性能評価の種類

(vi) the type of housing performance evaluation to be conducted;

七 住宅性能評価を行う住宅の種類

(vii) the type of house subject to the housing performance evaluation;

八 その事務所が住宅性能評価を行う区域

(viii) the area where the office conducts a housing performance evaluation;

九 法第六条の二第三項又は第四項の規定による確認を行う場合にあっては、確認を行う住宅の種類

(ix) if the confirmation under Article 6-2, paragraph (3) or (4) of the Act is to be made, the type of house for which the confirmation is to be made;

十 法第六条の二第三項又は第四項の規定による確認を行う場合にあっては、その事

務所が確認を行う区域

(x) if the confirmation under the provisions of Article 6-2, paragraph (3) or (4) of the Act is carried out, the area where the office carries out the confirmation.

2 法第十七条の規定により登録住宅性能評価機関が行う掲示及び公衆の閲覧は、別記第二十三号様式によるものとする。

(2) The posting and public inspection conducted by a registered housing performance evaluation agency pursuant to the provisions of Article 17 of the Act is to be using Appended Form No. 23.

3 法第十七条の規定による公衆の閲覧は、登録住宅性能評価機関のウェブサイトへの掲載により行うものとする。

(3) Public inspection under the provisions of Article 17 of the Act is to be carried out by posting on the website of the registered housing performance evaluation agency.

(電磁的記録に記録された事項を表示する方法)

(Method of Indicating Matters Recorded in Electronic or Magnetic Records)

第十八条 法第十八条第二項第三号の国土交通省令で定める方法は、当該電磁的記録に記録された事項を紙面又は出力装置の映像面に表示する方法とする。

Article 18 The method specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 18, paragraph (2), item (iii) of the Act, is the method of displaying the matters recorded in the relevant electronic or magnetic records on paper or on the screen of an output device.

(電磁的記録に記録された事項を提供するための電磁的方法)

(Electronic or Magnetic Methods for Providing Matters Recorded in Electronic or Magnetic Records)

第十九条 法第十八条第二項第四号の国土交通省令で定める電磁的方法は、次に掲げるもののうち、登録住宅性能評価機関が定めるものとする。

Article 19 (1) The electronic or magnetic methods specified by the Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 18, paragraph (2), item (iv) of the Act are those specified by a registered housing performance evaluation agency from among those stated in the following:

一 登録住宅性能評価機関の使用に係る電子計算機と法第十八条第二項第四号に掲げる請求をした者（以下この条において「請求者」という。）の使用に係る電子計算機とを電気通信回線で接続した電子情報処理組織を使用する方法であつて、当該電気通信回線を通じて情報が送信され、請求者の使用に係る電子計算機に備えられたファイルに当該情報が記録されるもの

(i) a method that uses an electronic data processing system that connects the computer used by a registered housing performance evaluation agency and

the computer used by a person who has made the request stated in Article 18, paragraph (2), item (iv) of the Act (referred to below as the "requester" in this Article) through a telecommunications line, in which information is transmitted through the telecommunications line and recorded in a file stored in the computer used by the requester;

二 磁気ディスクをもって調製するファイルに情報を記録したものを請求者に交付する方法

(ii) the method of delivering a file containing the information that has been prepared using a magnetic disk to the requester.

2 前項各号に掲げる方法は、請求者がファイルへの記録を出力することによる書面を作成できるものでなければならない。

(2) The methods stated in the items of the preceding paragraph must be those that enables the requester to create a document by outputting the information recorded in the file.

(帳簿)

(Books)

第二十条 法第十九条第一項の評価の業務に関する事項で国土交通省令で定めるものは、次に掲げるものとする。

Article 20 (1) The matters related to the operation of evaluation prescribed in Article 19, paragraph (1) of the Act and specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism are as follows:

一 住宅性能評価の申請を受け付けた年月日

(i) the date on which the application for housing performance evaluation was accepted;

二 法第六条の二第一項の規定による確認の求めを受けた年月日

(ii) the date on which the request for confirmation under the provisions of Article 6-2, paragraph (1) of the Act was received;

三 検査を行った年月日

(iii) the date of the inspection;

四 住宅性能評価書に記載した事項のうち、第一条各号（第十二号及び第十三号を除く。）に掲げるもの及び法第六条の二第四項の規定による確認の結果

(iv) the matters stated in the items of Article 1 (excluding items (xii) and (xiii)) among the matters stated in the housing performance evaluation report, and the results of the confirmation under the provisions of Article 6-2, paragraph (4) of the Act;

五 確認書に記載した事項のうち、次に掲げるもの

(v) among the matters stated in the written confirmation, the following matters:

イ 申請者の氏名又は名称

(a) the name of the applicant;

- ロ 確認を行った住宅の所在地及び名称
 - (b) the location and name of the house confirmed;
 - ハ 確認を行った住宅の階数、延べ面積及び構造
 - (c) the number of floors, total area, and structure of the confirmed house;
 - ニ 確認を行った住宅の建設工事の種別
 - (d) the type of house construction work for which confirmation was conducted;
 - ホ 確認を行った評価員の氏名
 - (e) the name of the appraiser who conducted the confirmation;
 - ヘ 確認書の交付番号
 - (f) the issuance number of the written confirmation;
 - ト 確認書を交付した年月日
 - (g) the date of delivery of the written confirmation;
 - チ 法第六条の二第三項の規定による確認の結果
 - (h) the results of the confirmation under the provisions of Article 6-2, paragraph (3) of the Act;
- 六 第四条第二項又は第七条第二項の規定により通知書を交付した年月日及びその通知書に記載した事項
- (vi) the date on which the written notice was issued pursuant to the provisions of Article 4, paragraph (2) or Article 7, paragraph (2) and the matters stated in the written notice;
- 七 当該住宅に係る評価の業務に関する料金の額
- (vii) the amount of the fees for the operation of evaluation related to the house;
- 2 前項各号に掲げる事項が、電子計算機に備えられたファイル又は磁気ディスクに記録され、必要に応じ登録住宅性能評価機関において電子計算機その他の機器を用いて明確に紙面に表示されるときは、当該記録をもって法第十九条第一項の帳簿（次項において単に「帳簿」という。）への記載に代えることができる。
- (2) If the matters stated in the items of the preceding paragraph are recorded in a file or a magnetic disc kept at the computer and can be clearly displayed on paper as necessary by the registered housing performance evaluation agency by using a computer or other device, the record may replace the entry in the book referred to in Article 19, paragraph (1) of the Act (simply referred to as the "book" in the following paragraph).
- 3 登録住宅性能評価機関は、帳簿（前項の規定による記録が行われた同項のファイル又は磁気ディスクを含む。第二十三条において同じ。）を、評価の業務の全部を廃止するまで保存しなければならない。
- (3) A registered housing performance evaluation agency must preserve books (including the file or magnetic disk referred to in the preceding paragraph in which records are recorded under the provisions of the same paragraph; the same applies in Article 23) until it discontinues the whole of the operation of evaluation.

(書類の保存)

(Preservation of Documents)

第二十一条 法第十九条第二項の評価の業務に関する書類で国土交通省令で定めるものは、次の各号に掲げる区分に応じ、当該各号に定めるものとする。

Article 21 (1) The documents related to the operation of evaluation prescribed in Article 19, paragraph (2) of the Act and specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism are to be those specified in the following items, in accordance with the categories stated in the respective items:

一 設計住宅性能評価 設計住宅性能評価申請書及びその添付図書

(i) the design housing performance evaluation: an application for design

housing performance evaluation and its attached drawings and documents;

二 新築住宅に係る建設住宅性能評価 建設住宅性能評価申請書及びその添付図書、施工状況報告書並びに第六条第五項の図書（住宅性能評価に要したものに限る。）並びに同条第七項に規定する検査報告書の写し

(ii) the construction housing performance evaluation related to a newly constructed house: a written application for construction housing performance evaluation and its attached drawings and documents, a construction status report, drawings and documents referred to in Article 6, paragraph (5) (limited to those required for the housing performance evaluation), and a copy of the inspection report prescribed in paragraph (7) of the same Article;

三 既存住宅に係る建設住宅性能評価 建設住宅性能評価申請書及びその添付図書並びに建設住宅性能評価の実施上の必要に応じて作成した平面図、立面図、断面図、配置図、構造計算書その他の図書

(iii) an application for construction housing performance evaluation related to an existing house: a written application for construction housing performance evaluation and its attached drawings and documents, and floor plans, elevations, cross sections, layout plans, structural calculation sheets and other drawings and documents prepared as necessary for conducting the construction housing performance evaluation;

四 法第六条の二第三項の規定による確認 確認申請書、その添付図書及び確認書の写し

(iv) an application for confirmation and confirmation under Article 6-2, paragraph (3) of the Act: written application for confirmation and its attached drawings and documents, and a copy of the written confirmation.

2 前項各号に掲げる書類が、電子計算機に備えられたファイル又は磁気ディスクに記録され、必要に応じ登録住宅性能評価機関において電子計算機その他の機器を用いて明確に紙面に表示されるときは、当該ファイル又は磁気ディスクをもって同項各号に掲げる書類に代えることができる。

(2) If the documents stated in the items of the preceding paragraph are recorded in a file or a magnetic disc kept at the computer and can be clearly displayed on paper as necessary by the registered housing performance evaluation agency by using a computer or other device, the relevant file or magnetic disc may be substituted for the documents stated in the items of the preceding paragraph.

3 登録住宅性能評価機関は、第一項各号に掲げる書類（前項の規定による記録が行われた同項のファイル又は磁気ディスクを含む。第二十三条において単に「書類」という。）を、設計住宅性能評価に要したもの（当該登録住宅性能評価機関が行った建設住宅性能評価に要したものと同一のものを除く。）にあっては設計住宅性能評価書を交付した日から五年間、建設住宅性能評価に要したものにあっては建設住宅性能評価書を交付した日から二十年間、法第六条の二第三項又は第四項の規定による確認に要したものと及び確認書の写しにあっては確認書又は住宅性能評価書を交付した日から五年間、保存しなければならない。

(3) A registered housing performance evaluation agency must keep the documents stated in the items of paragraph (1) (including the file or magnetic disk referred to in the preceding paragraph in which the documents are recorded under the provisions of the same paragraph; simply referred to as "documents" in Article 23) for five years from the date of delivery of the design housing performance evaluation report in the case of documents required for the design housing performance evaluation (excluding the same documents as those required for the construction housing performance evaluation conducted by the registered housing performance evaluation agency), for twenty years from the date of delivery of the construction housing performance evaluation report in the case of documents required for the construction housing performance evaluation, and for five years from the date of delivery of the written confirmation or housing performance evaluation report in the case of documents required for the confirmation under the provisions of Article 6-2, paragraph (3) or (4) of the Act, and a copy of the written confirmation.

（登録住宅性能評価機関に係る業務の休廃止の届出）

(Notification of Suspension or Discontinuation of Operation Related to a Registered Housing Performance Evaluation Agency)

第二十二条 登録住宅性能評価機関は、法第二十三条第一項の規定により評価の業務の全部又は一部を休止し、又は廃止しようとするときは、別記第二十四号様式の登録住宅性能評価機関業務休廃止届出書を国土交通大臣に提出しなければならない。

Article 22 When a registered housing performance evaluation agency intends to suspend or discontinue all or part of the operation of evaluation pursuant to the provisions of Article 23, paragraph (1) of the Act, it must submit a written notification of suspension or discontinuation of operation of a registered housing performance evaluation agency using Appended Form No. 24 to the

Minister of Land, Infrastructure, Transport and Tourism.

(業務の廃止等に係る書類の引継ぎ)

(Succession of Documents Related to Discontinuation of Operation)

第二十三条 登録住宅性能評価機関は、法第二十三条第一項の規定により評価の業務の全部を廃止したとき又は法第二十四条第一項若しくは第二項の規定により登録を取り消されたときは、当該業務に係る帳簿及び書類を住宅紛争処理支援センターに引き継がなければならない。

Article 23 If a registered housing performance evaluation agency discontinues all of the operation of evaluation pursuant to the provisions of Article 23, paragraph (1) of the Act or has its registration revoked pursuant to the provisions of Article 24, paragraph (1) or paragraph (2) of the Act, it must hand over the books and documents related to the operations to the housing dispute resolution support center.

第三節 登録講習機関

Section 3 Registered Training Course Agency

(登録講習機関に係る登録の申請)

(Application for Registration Related to a Registered Training Course Agency)

第二十四条 法第二十五条第一項に規定する登録を受けようとする者は、別記第二十五号様式の登録講習機関登録申請書に次に掲げる書類を添えて、これを国土交通大臣に提出しなければならない。

Article 24 A person who seeks to be registered as prescribed in Article 25, paragraph (1) of the Act must submit the written application for registration of a registered training course agency using Appended Form No. 25 to the Minister of Land, Infrastructure, Transport and Tourism, together with the following documents:

一 定款又は寄附行為及び登記事項証明書

(i) articles of incorporation, articles of endowment, and certificate of registered information;

二 申請の日の属する事業年度の前事業年度における財産目録及び貸借対照表。ただし、申請の日の属する事業年度に設立された法人にあつては、その設立時における財産目録とする。

(ii) the inventory of assets and the balance sheet for the business year preceding the business year to which the date of application belongs; provided, however, that in the case of a corporation established in the business year to which the date of application belongs, the inventory of assets at the time of establishment;

三 申請に係る意思の決定を証する書類

(iii) a document certifying the decision of intent made concerning the

application;

四 申請者（法人である場合はその役員）の氏名及び略歴（申請者が住宅関連事業者又は登録住宅性能評価機関（以下この号において「住宅関連事業者等」という。）の役員又は職員（過去二年間に当該住宅関連事業者等の役員又は職員であった者を含む。）である場合には、その旨を含む。）を記載した書類

(iv) a document stating the name and brief biographical outline of the applicant (in the case of a corporation, its officer) (if the applicant is an officer or employee of a housing-related provider or a registered housing performance evaluation agency (referred to below as "housing-related provider or agency" in this item) (including a person who was an officer or employee of the relevant housing-related provider or agency in the past two years), including a statement to that effect);

五 主要な株主の構成を記載した書類

(v) a document stating the composition of the major shareholders;

六 組織及び運営に関する事項（講習の業務以外の業務を行っている場合は、当該業務の種類及び概要）を記載した書類

(vi) a document specifying the matters related to the organization and management (in cases for which the registration applicant conducts any operation other than the operation of a training course, the type and outline of that operation);

七 申請者が法第八条第一号及び第二号に規定する者に該当しない旨の市町村の長の証明書

(vii) a certificate from the mayor of the municipality stating to the effect that the applicant does not fall under any of the persons provided in Article 8, items (i) and (ii) of the Act;

八 申請者が法第八条第三号及び法第二十六条第二号から第四号までに該当しない旨を誓約する書面

(viii) a document in which the applicant pledges to the effect of not falling under any of the provisions of Article 8, item (iii) of the Act and Article 26, items (ii) through (iv) of the Act;

九 法第二十七条第一項第一号の住宅性能評価に関する実務に関する科目を担当する講師が同項第二号に掲げる基準に適合していることを証する書類

(ix) a document certifying that the instructors who take charge of the subjects concerning the practice of housing performance evaluation referred to in Article 27, paragraph (1), item (i) of the Act conform to the criteria stated in item (ii) of the same paragraph;

十 その他参考となる事項を記載した書類

(x) a document stating any other matters which would serve as reference information.

（心身の故障により講習の業務を適正に行うことができない者）

(Persons Unable to Properly Perform Operation of a Training Course Due to a Mental or Physical Disorder)

第二十四条の二 法第二十六条第三号の国土交通省令で定める者は、精神の機能の障害により講習の業務を適正に行うに当たって必要な認知、判断及び意思疎通を適切に行うことができない者とする。

Article 24-2 The person specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 26, item (iii) of the Act is a person who is unable to adequately carry out the cognition, decision making, and communication necessary for properly providing the operation of a training course due to a mental disorder.

(登録講習機関登録簿の記載事項)

(Matters to Be Stated in the Registry of Registered Training Course Agency)

第二十五条 法第二十七条第二項第四号の国土交通省令で定める事項は、役員の氏名（登録講習機関が法人である場合に限る。）とする。

Article 25 The matters to be specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 27, paragraph (2), item (iv) of the Act are the names of the officers (limited to cases in which the registered training course agency is a corporation).

(公示事項)

(Matters to Be Publicly Notified)

第二十六条 法第二十五条第二項において準用する法第十条第一項の国土交通省令で定める事項は、前条に規定する事項とする。

Article 26 The matters specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 10, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act, are the matters prescribed in the preceding Article.

(登録講習機関に係る事項の変更の届出)

(Notification of Change in Matters Related to Registered Training Course Agency)

第二十七条 登録講習機関は、法第二十五条第二項において準用する法第十条第二項の規定により法第二十七条第二項第二号から第四号までに掲げる事項を変更しようとするときは、別記第二十六号様式の登録講習機関変更届出書に第二十四条各号に掲げる書類のうち変更に係るものを添えて、これを国土交通大臣に提出しなければならない。

Article 27 If a registered training course agency seeks to change any of the matters stated in Article 27, paragraph (2), items (ii) through (iv) of the Act pursuant to the provisions of Article 10, paragraph (2) of the Act as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act, it must submit a written notification of change of registered training course agency

using Appended Form No. 26 to the Minister of Land, Infrastructure, Transport and Tourism, together with the documents stated in the items of Article 24 which relate to the change.

(登録講習機関に係る登録の更新)

(Renewal of Registration Related to a Registered Training Course Agency)

第二十八条 登録講習機関は、法第二十五条第二項において準用する法第十一条第一項の登録の更新を受けようとするときは、別記第二十七号様式の登録講習機関登録更新申請書に第二十四条各号に掲げる書類を添えて、これを国土交通大臣に提出しなければならない。

Article 28 (1) If a registered training course agency seeks to have its registration renewed, as referred to in Article 11, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act, it must submit a written application for renewal of registration of registered training course agency using Appended Form 27 to the Minister of Land, Infrastructure, Transport and Tourism, together with the documents stated in the items of Article 24.

2 第二十五条の規定は、登録講習機関が登録の更新を行う場合について準用する。

(2) The provisions of Article 25 apply mutatis mutandis when a registered training course agency renews its registration.

(承継の届出)

(Notification of Succession)

第二十九条 法第二十五条第二項において準用する法第十二条第二項の規定により登録講習機関の地位の承継の届出をしようとする者は、別記第二十八号様式の登録講習機関事業承継届出書に次に掲げる書類を添えて、これを国土交通大臣に提出しなければならない。

Article 29 A person who intends to make a notification of the succession of the status of a registered training course agency pursuant to the provisions of Article 12, paragraph (2) of the Act as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act must submit to the Minister of Land, Infrastructure, Transport and Tourism a written notification of succession of business of a registered training course agency using Appended Form 28, with the following documents attached to the notification:

一 法第二十五条第二項において準用する法第十二条第一項の規定により登録講習機関の事業の全部を譲り受けて登録講習機関の地位を承継した者にあつては、別記第二十九号様式の登録講習機関事業譲渡証明書及び事業の全部の譲渡しがあつたことを証する書面

(i) in cases of a person who has succeeded to the status of a registered training course agency by receiving the transfer of all of the businesses of the registered training course agency pursuant to the provisions of Article 12,

paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act, a receipt of transfer of ownership of business of the registered training course agency using Appended Form 29 and a document certifying that all of the businesses have been transferred;

二 法第二十五条第二項において準用する法第十二条第一項の規定により登録講習機関の地位を承継した相続人であって、二以上の相続人の全員の同意により選定されたものにあつては、別記第三十号様式の登録講習機関事業相続同意証明書及び戸籍謄本

(ii) in cases of an heir who has succeeded to the status of the registered training course agency pursuant to the provisions of Article 12, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act and who has been selected by the unanimous consent of two or more heirs, a certificate of consent of business succession of the registered training course agency and a transcript of the family register using Appended Form No. 30;

三 法第二十五条第二項において準用する法第十二条第一項の規定により登録講習機関の地位を承継した相続人であって、前号の相続人以外のものにあつては、別記第三十一号様式の登録講習機関事業相続証明書及び戸籍謄本

(iii) in cases of an heir who has succeeded to the status of the registered training course agency pursuant to the provisions of Article 12, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act, and who is not an heir referred to in the preceding item, a certificate of business succession of the registered training course agency and a transcript of the family register using Appended Form No. 31;

四 法第二十五条第二項において準用する法第十二条第一項の規定により合併によって登録講習機関の地位を承継した法人にあつては、その法人の登記事項証明書

(iv) in case of a corporation that has succeeded to the status of the registered training course agency through a merger pursuant to the provisions of Article 12, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act, the certificate of registered information of that corporation;

五 法第二十五条第二項において準用する法第十二条第一項の規定により分割によって登録講習機関の地位を承継した法人にあつては、別記第三十二号様式の登録講習機関事業承継証明書、事業の全部の承継があつたことを証する書面及びその法人の登記事項証明書

(v) in the case of a corporation that has succeeded to the status of a registered training course agency through a split pursuant to the provisions of Article 12, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act, a certificate of business succession of the registered training course agency using Appended Form No. 32, a document certifying that all of the businesses have been succeeded to, and the

certificate of registered information of the corporation.

(講習の業務の実施基準)

(Standards for Implementation of Operation of Training Course)

第三十条 法第二十五条第二項において準用する法第十五条第二項の国土交通省令で定める基準は、次に掲げるとおりとする。

Article 30 The standards specified by Order of the Ministry of Land,

Infrastructure, Transport and Tourism referred to in Article 15, paragraph (2) of the Act, as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act, are as stated in the following:

一 講習を毎年一回以上行うこと。

(i) that the training course is conducted at least once a year;

二 講習は講義及び修了考査により行い、講習時間の合計はおおむね二十七時間とし、講習科目ごとの講習時間は国土交通大臣が定める時間とすること。

(ii) that the training course is conducted through lectures and final tests, and the total training course hours are approximately 27 hours, and the training course hours for each training course are the hours specified by the Minister of Land, Infrastructure, Transport and Tourism;

三 講習科目に応じ国土交通大臣が定める事項を含む適切な内容の教材を用いること。

(iii) that training materials with appropriate contents including the matters specified by the Minister of Land, Infrastructure, Transport and Tourism for each training course subject are used;

四 講師は講義の内容に関する受講者の質問に対し、講義中に適切に応答すること。

(iv) that the instructor will appropriately respond to the questions on the contents of the lecture made by the participant during the lecture;

五 修了考査は、講義の終了後に行い、評価員として必要な知識及び技能を修得したかどうかを判定できるものであること。

(v) that the final test is conducted after the completion of the lecture, and the test makes it possible to judge whether the applicant has acquired the knowledge and skills required of an appraiser;

六 講習の課程を修了した者（以下この節において「講習修了者」という。）に対して、別記第三十三号様式の修了証（以下この節において「修了証」という。）を交付すること。

(vi) that a certificate of completion using Appended Form No. 33 (referred to below as "certificate of completion" in this Section) is issued to a person who has completed the course of the training course (referred to below as "person completing the training course" in this Section);

七 不正な受講を防止するための措置を講じること。

(vii) that measures are taken to prevent unauthorized participation in the lecture;

八 講習を実施する日時、場所その他講習の実施に関し必要な事項及び当該講習が登

録講習機関として行う講習である旨を公示すること。

(viii) that public notice is made to the effect of the date, time, and place for implementing the training course, other necessary matters concerning the implementation of the training course, and the fact that the relevant training course is to be implemented by a registered training course agency;

九 講習の業務以外の業務を行う場合にあっては、当該業務が登録講習機関として行う講習の業務であると誤認されるおそれがある表示その他の行為をしないこと。

(ix) that, in cases where the registration applicant intends to conduct any operations other than the operation of training course, the registration applicant does not make any indication or take any other action which may give rise to the misconception that such operation is the operation of training course to be conducted as a registered training course agency;

(講習業務規程)

(Operational Rules of a Training Course)

第三十一条 登録講習機関は、法第二十五条第二項において準用する法第十六条第一項前段の規定により講習業務規程の届出をしようとするときは、別記第三十四号様式の登録講習機関講習業務規程届出書を国土交通大臣に提出しなければならない。

Article 31 (1) If a registered training course agency seeks to make a notification of the rules for the operation of a training course pursuant to the provisions of the first sentence of Article 16, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act, it must submit a written notification of the operational rules of a training course of a registered training course agency using Appended Form No. 34, to the Minister of Land, Infrastructure, Transport and Tourism.

2 登録講習機関は、法第二十五条第二項において準用する法第十六条第一項後段の規定により講習業務規程の変更の届出をしようとするときは、別記第三十五号様式の登録講習機関講習業務規程変更届出書を国土交通大臣に提出しなければならない。

(2) If a registered training course agency seeks to make a notification of changes to the rules for the operation of a training course pursuant to the provisions of the second sentence of Article 16, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act, it must submit a written notification of changes to the operational rules of a training course of a registered training agency using Appended Form No. 35 to the Minister of Land, Infrastructure, Transport and Tourism.

3 法第二十五条第二項において準用する法第十六条第二項の国土交通省令で定める事項は、次に掲げるものとする。

(3) The matters specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 16, paragraph (2) of the Act as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act are the following:

- 一 講習の業務を行う時間及び休日に関する事項
 - (i) the matters concerning the hours during which the operation of a training course are conducted and holidays;
- 二 講習の業務を行う事務所及び講習の実施場所に関する事項
 - (ii) the matters concerning the office at which the operation of the training course is conducted and the place where the training course is conducted;
- 三 講習の実施に係る公示の方法に関する事項
 - (iii) the matters concerning the method of public notice on the implementation of the training course;
- 四 講習の受講の申請に関する事項
 - (iv) the matters concerning the application for taking the training course;
- 五 講習の業務の実施の方法に関する事項
 - (v) the matters concerning the method of implementing the operation of the training course;
- 六 講習の内容及び時間に関する事項
 - (vi) the matters concerning the contents and hours of the training course;
- 七 講習に用いる教材に関する事項
 - (vii) the matters concerning teaching materials to be used for the training course;
- 八 修了考査の方法に関する事項
 - (viii) the matters concerning the method of the final test;
- 九 修了証の交付に関する事項
 - (ix) the matters concerning the issuance of certificates of completion;
- 十 講習の業務に関する料金及びその収納の方法に関する事項
 - (x) the matters concerning the fees for the operation of the training course and the method of receipt of the fees;
- 十一 第三十四条第三項に規定する帳簿その他の講習の業務に関する書類の管理に関する事項
 - (xi) the matters related to the management of the books prescribed in Article 34, paragraph (3) and other documents related to the operation of the training course;
- 十二 財務諸表等（法第二十五条第二項において準用する法第十八条第一項に規定する財務諸表等をいう。以下この号において同じ。）の備付け及び財務諸表等に係る法第二十五条第二項において準用する法第十八条第二項各号に掲げる請求の受付に関する事項
 - (xii) the matters related to the keeping of financial statements, etc. (meaning the financial statements, etc. prescribed in Article 18, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act; the same applies below in this item) and the acceptance of requests stated in the items of Article 18, paragraph (2) of the Act as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act related to financial

statements, etc.;

十三 講習の業務に関する公正の確保に関する事項

(xiii) the matters related to ensuring fairness in the operation of a training course;

十四 その他講習の業務の実施に関し必要な事項

(xiv) other matters necessary for implementing the operation of a training course.

4 登録講習機関は、講習業務規程を講習の業務を行うすべての事務所で業務時間内に公衆に閲覧させるとともに、インターネットを利用して閲覧に供する方法により公表するものとする。

(4) A registered training course agency is to make the operational rules of a training course available for public inspection at all offices handling the operation of a training course during business hours, and is to publicize them by making them available for public inspection via the internet.

(電磁的記録に記録された事項を表示する方法)

(Method of Indicating Matters Recorded in Electronic or Magnetic Records)

第三十二条 法第二十五条第二項において準用する法第十八条第二項第三号の国土交通省令で定める方法は、当該電磁的記録に記録された事項を紙面又は出力装置の映像面に表示する方法とする。

Article 32 The method specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 18, paragraph (2), item (iii) of the Act as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act, is the method of indicating the matters recorded in the relevant electronic or magnetic records on paper or on the screen of an output device.

(電磁的記録に記録された事項を提供するための電磁的方法)

(Electronic or Magnetic Means for Providing Matters Recorded in Electronic or Magnetic Records)

第三十三条 法第二十五条第二項において準用する法第十八条第二項第四号の国土交通省令で定める電磁的方法は、次に掲げるもののうち、登録講習機関が定めるものとする。

Article 33 (1) The electronic or magnetic means specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism as referred to in Article 18, paragraph (2), item (iv) of the Act as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act, is either of the following methods specified by the registered training course agency:

一 登録講習機関の使用に係る電子計算機と法第二十五条第二項において準用する法第十八条第二項第四号に掲げる請求をした者（以下この条において「請求者」という。）の使用に係る電子計算機とを電気通信回線で接続した電子情報処理組織を使用する方法であって、当該電気通信回線を通じて情報が送信され、請求者の使用に

係る電子計算機に備えられたファイルに当該情報が記録されるもの

- (i) a method using an electronic data processing system that connects the computer used by the registered training course agency and the computer used by the person who has made the request set forth in Article 18, paragraph (2), item (iv) of the Act as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act (referred to below as the "requester" in this Article) through a telecommunications line, in which information is transmitted through the telecommunications line and recorded in a file stored in the computer used by the requester.

二 磁気ディスクをもって調製するファイルに情報を記録したものを請求者に交付する方法

- (ii) the method of delivering a file containing the information that has been prepared using a magnetic disk to the requester.

2 前項各号に掲げる方法は、請求者がファイルへの記録を出力することによる書面を作成できるものでなければならない。

- (2) The methods listed in the items of the preceding paragraph must be those that enable the requester to create a document by outputting the information recorded in the file.

(帳簿の備付け等)

(Keeping of Books)

第三十四条 法第二十五条第二項において準用する法第十九条第一項の講習の業務に関する事項で国土交通省令で定めるものは、次に掲げるものとする。

Article 34 (1) The matters related to the operation of a training course provided in Article 19, paragraph (1) of the Act, as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act, which are specified by Order of the Order of the Ministry of Land, Infrastructure, Transport and Tourism, are as follows:

一 講習の実施年月日

- (i) the date of implementation of the training course;

二 講習の実施場所

- (ii) the place of implementation of the training course;

三 講習を行った講師の氏名並びに当該講習において担当した講習科目及びその時間

- (iii) the name of the instructor who gave the training course, and the training subject and hours for which the instructor was in charge of the training course;

四 受講者の氏名、生年月日及び住所

- (iv) the names, dates of birth, and addresses of the participants;

五 講習修了者にあつては、前号に掲げる事項のほか、修了証の交付の年月日及び修了証の番号

- (v) for persons completing the training course, beyond the matters stated in the

preceding item, the date of issuance of the certificate of completion and the number of the certificate of completion.

- 2 前項各号に掲げる事項が、電子計算機に備えられたファイル又は磁気ディスクに記録され、必要に応じ登録講習機関において電子計算機その他の機器を用いて明確に紙面に表示されるときは、当該記録をもって法第二十五条第二項において準用する法第十九条第一項の帳簿（次項において単に「帳簿」という。）への記載に代えることができる。

(2) If the matters stated in the items of the preceding paragraph are recorded in a file or a magnetic disc stored at the computer and can be clearly displayed on paper as necessary by the registered training course agency through the use of a computer or other device, that record may replace the entry in the books under Article 19, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act (simply referred to as the "books" in the following paragraph).

- 3 登録講習機関は、帳簿（前項の規定による記録が行われた同項のファイル又は磁気ディスクを含む。第三十七条第二号において同じ。）を、講習の業務の全部を廃止するまで保存しなければならない。

(3) A registered training course agency must preserve books (including the file or magnetic disk under the preceding paragraph in which records have been made under the provisions of that paragraph; the same applies in Article 37, item (ii)) until it discontinues all operation of training course.

- 4 登録講習機関は、講習に用いた教材、修了考查に用いた問題用紙及び答案用紙並びに修了証の写しを講習を実施した日から三年間保存しなければならない。

(4) A registered training course agency must preserve the teaching materials used for the training course, the question papers and answer sheets used for the final test, and a copy of the completion certificate for three years from the date on which the training course was implemented.

（登録講習機関に係る業務の休廃止の届出）

(Notification of Suspension or Discontinuation of Operation Related to a Registered Training Course Agency)

第三十五条 登録講習機関は、法第二十五条第二項において準用する法第二十三条第一項の規定により講習の業務の全部又は一部を休止し、又は廃止しようとするときは、別記第三十六号様式の登録講習機関業務休廃止届出書を国土交通大臣に提出しなければならない。

Article 35 If a registered training course agency seeks to suspend or discontinue all or part of the operation of a training course pursuant to the provisions of Article 23, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 25, paragraph (2) of the Act, it must submit a written notification of suspension or discontinuation of the operation of a registered training course agency using Appended Form No. 36 to the Minister of Land, Infrastructure,

Transport and Tourism.

(講習の実施結果の報告)

(Report on the Results of Training Course Implementation)

第三十六条 登録講習機関は、講習を行ったときは、国土交通大臣の定める期日までに次に掲げる事項を記載した報告書を国土交通大臣に提出しなければならない。

Article 36 (1) When a registered training course agency has conducted training courses, it must submit a report containing the following information to the Minister of Land, Infrastructure, Transport and Tourism by the date specified by the Minister of Land, Infrastructure, Transport and Tourism.

一 講習の実施年月日

(i) the date of implementation of the training course;

二 講習の実施場所

(ii) the place of implementation of the training course;

三 修了者数

(iii) the number of persons who have completed the training course.

2 前項の報告書には、第三十四条第一項第四号及び第五号に掲げる事項を記載した修了者一覧表並びに講習に用いた教材及び修了考査に用いた問題用紙を添えなければならない。

(2) The written report referred to in the preceding paragraph must be accompanied by a list of the persons who have completed the training course that states the matters set forth in Article 34, paragraph (1), items (iv) and (v), and the teaching materials used for the training course and the examination papers used for the final test.

3 報告書等（第一項の報告書及び前項の添付書類をいう。以下この項において同じ。）の提出については、当該報告書等が電磁的記録で作成されている場合には、次に掲げる電磁的方法をもって行うことができる。

(3) If a written report, etc. (meaning the written report referred to in paragraph (1) and the accompanying documents referred to in the preceding paragraph; the same applies below in this paragraph) has been prepared as an electronic or magnetic record, it may be submitted by the following electronic or magnetic methods:

一 登録講習機関の使用に係る電子計算機と国土交通大臣の使用に係る電子計算機とを電気通信回線で接続した電子情報処理組織を使用する方法であつて、当該電気通信回線を通じて情報が送信され、国土交通大臣の使用に係る電子計算機に備えられたファイルに当該情報が記録されるもの

(i) the method using an electronic data processing system connecting the computer used by the registered training course agency and the computer used by the Minister of Land, Infrastructure, Transport and Tourism by a telecommunications line, in which information is transmitted through the telecommunications line and recorded in a file installed in the computer used

- by the Minister of Land, Infrastructure, Transport and Tourism;
- 二 磁気ディスクをもって調製するファイルに情報を記録したものを国土交通大臣に交付する方法
- (ii) the method of delivering a file containing the information that has been prepared using magnetic disks to a Minister of Land, Infrastructure, Transport and Tourism.

(講習の業務の引継ぎ)

(Succession of Operation of a Training Course)

第三十七条 登録講習機関は、法第二十九条第三項に規定する場合には、次に掲げる行為をしなければならない。

Article 37 In the case referred to in Article 29, paragraph (3) of the Act, a registered training course agency must carry out the following acts:

- 一 講習の業務を国土交通大臣に引き継ぐこと。
- (i) to transfer the operation of the training course to the Minister of Land, Infrastructure, Transport and Tourism;
- 二 講習の業務に関する帳簿を国土交通大臣に引き継ぐこと。
- (ii) to transfer the books on the operation of the training course to the Minister of Land, Infrastructure, Transport and Tourism;
- 三 その他国土交通大臣が必要と認める行為
- (iii) other acts that the Minister of Land, Infrastructure, Transport and Tourism finds to be necessary.

(国土交通大臣が行う講習の手数料の納付の方法)

(Method of Payment of Fees for Training Course Provided by the Minister of Land, Infrastructure, Transport and Tourism)

第三十八条 法第三十条の規定による手数料の納付は、当該手数料の金額に相当する額の収入印紙をもって行うものとする。ただし、印紙をもって納め難い事由があるときは、現金をもってすることができる。

Article 38 Payment of fees under the provisions of Article 30 of the Act is to be made by revenue stamp of an amount equivalent to the amount of the relevant fees; provided, however, that if there are grounds making it difficult to pay by revenue stamps, payment may be made in cash.

(国土交通大臣が行う講習の手数料の額)

(Amount of Fees for Training Course Given by the Minister of Land, Infrastructure, Transport and Tourism)

第三十九条 法第三十条の国土交通省令で定める手数料の額は、九万九千六百円とする。

Article 39 The amount of the fee specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 30 of the Act is 99,600 yen.

第二章 住宅型式性能認定等

Chapter II Housing Type Performance Certification

第一節 住宅型式性能認定

Section 1 Housing Type Performance Certification

(住宅型式性能認定の申請)

(Application for Housing Type Performance Certification)

第四十条 住宅型式性能認定の申請をしようとする者は、別記第三十七号様式の住宅型式性能認定申請書（以下単に「住宅型式性能認定申請書」という。）に住宅型式性能認定のために必要な図書で国土交通大臣が定めるもの（次項において「住宅型式性能認定申請添付図書」という。）を添えて、これを登録住宅型式性能認定等機関に提出しなければならない。

Article 40 (1) A person who intends to apply for housing type performance certification must submit a written application for housing type performance certification using Appended Form No. 37 (simply referred to below as "written application for housing type performance certification") to a registered housing type performance certification and notice agency, by attaching drawings and documents necessary for housing type performance certification which are specified by the Minister of Land, Infrastructure, Transport and Tourism (referred to as "drawings and documents attached to the application for housing type performance certification" in the following paragraph).

2 認定特別評価方法を用いて評価されるべき住宅に係る住宅型式性能認定の申請にあつては、住宅型式性能認定申請添付図書のほか、住宅型式性能認定申請書に第八十条第一項に規定する特別評価方法認定書の写しを添えなければならない（登録住宅型式性能認定等機関が、当該特別評価方法認定書の写しを有していないことその他の理由により、提出を求める場合に限る。）。

(2) In the case of an application for housing type performance certification related to the house to be evaluated using an certified special evaluation method, in addition to the drawings and documents attached to the application for housing type performance certification, a copy of the certified special evaluation method prescribed in Article 80, paragraph (1) must be attached to the application for housing type performance certification (limited to cases in which the registered housing type performance certification and notice agency requests the submission due to the fact that it does not have a copy of the relevant certificate of certified special evaluation method or for other reasons).

3 認定特別評価方法を用いて評価されるべき住宅に係る住宅型式性能認定の申請にあつては、住宅型式性能認定申請添付図書に明示すべき事項のうち評価方法基準（当該認定特別評価方法により代えられる方法に限る。）に従って評価されるべき事項を明示することを要しない。

(3) In the case of an application for housing type performance certification

related to the house to be evaluated using the certified special evaluation method, it is not required to clearly indicate the matters to be evaluated in accordance with the Evaluation Method Standards (limited to the method to be replaced by the certified special evaluation method) among the matters to be clearly indicated in the drawings and documents attached to the application for housing type performance certification.

(住宅型式性能認定書の交付等)

(Issuance of Housing Type Performance Certification Report)

第四十一条 登録住宅型式性能認定等機関は、住宅型式性能認定をしたときは、別記第三十八号様式の住宅型式性能認定書（以下単に「住宅型式性能認定書」という。）を申請者に交付しなければならない。

Article 41 (1) When a registered housing type performance certification and notice agency has granted a housing type performance certification, it must issue a housing type performance certification report using Appended Form No. 38 (simply referred to below as a "housing type performance certificate report") to the applicant.

2 登録住宅型式性能認定等機関は、住宅型式性能認定をしないときは、別記第三十九号様式の通知書を申請者に交付しなければならない。

(2) When a registered housing type performance certification and notice agency does not grant a housing type performance certification, it must issue a written notice using Appended Form No. 39 to the applicant.

3 住宅型式性能認定書の交付を受けた者は、住宅型式性能認定書を滅失し、汚損し、又は破損したときは、住宅型式性能認定書の再交付を申請することができる。

(3) A person who has been issued a housing type performance certification report may apply for reissuance of the housing type performance certification report in the event of loss, soiling or damage to the housing type performance certification report.

(住宅型式性能認定の公示)

(Public Notice of Housing Type Performance Certification)

第四十二条 法第三十一条第三項の規定による公示は、次に掲げる事項について行うものとする。

Article 42 The public notice under the provisions of Article 31, paragraph (3) of the Act is to be given on the following matters:

一 住宅型式性能認定書の交付を受けた者の氏名又は名称及び住所

(i) the name and address of the person who was issued the housing type performance certification report;

二 認定を受けた型式に係る住宅又はその部分の種類

(ii) the type of housing or its parts related to the certified type;

三 認定を受けた型式に係る性能表示事項

(iii) matters to be indicated on performance related to the certified type;

四 住宅に係る住宅型式性能認定にあつては、当該認定を受けた型式の性能

(iv) in the case of a housing type performance certification related to the house,
the performance of the relevant type for which certification was granted.;

五 認定番号

(v) the certification number;

六 認定年月日

(vi) the date of the certification.

第二節 認証型式住宅部分等製造者

Section 2 Manufacturer of a Certified Type of House Part

(型式住宅部分等製造者の認証)

(Certification of Manufacturer of a Certified Type of House Part)

第四十三条 法第三十三条第一項の認証（以下単に「認証」という。）の申請をしようとする者は、別記第四十号様式の型式住宅部分等製造者認証申請書（以下単に「型式住宅部分等製造者認証申請書」という。）に住宅型式性能認定書の写しその他の認証のために必要な図書で国土交通大臣が定めるもの（以下「型式住宅部分等製造者認証申請添付図書」という。）を添えて、これを登録住宅型式性能認定等機関に提出しなければならない。

Article 43 A person who intends to apply for the certification referred to in Article 33, paragraph (1) of the Act (simply referred to below as "certification") must submit a written application for certification of a manufacturer of a certified type of house part, etc. using Appended Form No. 40 (simply referred to below as "written application for certification of a manufacturer of a certified type of house part, etc."), together with a copy of the housing type performance certificate and other drawings and documents necessary for the certification as specified by the Minister of Land, Infrastructure, Transport and Tourism (referred to below as "drawings and documents to be attached to the application for certification of a manufacturer of a certified type of house part, etc."), to a registered housing type performance certification and notice agency.

(型式住宅部分等製造者認証申請書に記載すべき事項)

(Matters to Be Included in Written Application for Certification of
Manufacturer of a Type of House Part)

第四十四条 法第三十三条第二項の国土交通省令で定める申請書に記載すべき事項は、次に掲げるものとする。

Article 44 (1) Matters to be included in a written application specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 33, paragraph (2) of the Act are the following:

- 一 認証を申請しようとする者の氏名又は名称及び住所
 - (i) the name and address of the person who intends to apply for certification;
 - 二 型式住宅部分等の種類
 - (ii) the classification of the type of house part, etc.;
 - 三 型式住宅部分等に係る住宅型式性能認定の認定番号及び認定年月日
 - (iii) the accreditation number and date of the housing type performance certification related to the type of house part, etc.;
 - 四 工場その他の事業場（以下「工場等」という。）の名称及び所在地
 - (iv) the names and locations of factories and other workplaces (referred to below as "factories, etc.");
 - 五 技術的生産条件に関する事項
 - (v) matters relating to technical production conditions;
- 2 前項第五号の事項には、法第三十五条第二号の国土交通大臣が定める技術的基準に適合していることを証するものとして、次に掲げる事項を記載するものとする。
- (2) For the matters referred to in item (v) of the preceding paragraph, the following matters are to be stated as certifying the conformity to the technical standards established by the Minister of Land, Infrastructure, Transport and Tourism under Article 35, item (ii) of the Act:
- 一 申請に係る工場等に関する事項
 - (i) the matters concerning the factories, etc. related to the application:
 - イ 沿革
 - (a) the history;
 - ロ 経営指針（品質管理に関する事項を含むものとする。）
 - (b) the management policies (including matters concerning quality control);
 - ハ 配置図
 - (c) the layout plan;
 - ニ 従業員数
 - (d) the number of employees;
 - ホ 組織図（全社的なものを含み、かつ、品質管理推進責任者の位置付けを明確にすること。）
 - (e) the organization chart (including a company-wide chart, and clarifying the position of the quality control promotion manager);
 - ヘ 就業者に対する教育訓練等の概要
 - (f) an outline of the education and training, etc. for workers;
 - 二 申請に係る型式住宅部分等の生産に関する事項
 - (ii) matters concerning the production of the type of house part, etc. related to the application:
 - イ 当該型式住宅部分等又はそれと類似のものに関する製造経歴
 - (a) the manufacturing history of the relevant type of house part, etc. or similar parts;
 - ロ 生産設備能力及び今後の生産計画

- (b) the production equipment capacity and the future production plan;
ハ 社内規格一覧表
- (c) a list of internal standards;
ニ 製品の品質特性及び品質管理の概要（保管に関するものを含む。）
- (d) the quality characteristics of the products and the outline of the quality control (including matters concerning storage);
ホ 主要資材の名称、製造業者の氏名又は名称及び品質並びに品質確保の方法（保管に関するものを含む。）の概要
- (e) the names of the main materials, the name and quality of the manufacturer, and an outline of the quality assurance methods (including matters concerning storage);
ヘ 製造工程の概要図
- (f) an outline drawing of the manufacturing process;
ト 工程中における品質管理の概要
- (g) an outline of the quality control during the process;
チ 主要製造設備及びその管理の概要
- (h) an outline of the major manufacturing equipment and its supervision;
リ 主要検査設備及びその管理の概要
- (i) the outline of the main inspection facilities and their supervision;
ヌ 外注状況及び外注管理（製造若しくは検査又は設備の管理の一部を外部に任せている場合における当該発注に係る管理をいう。以下同じ。）の概要
- (j) an outline of outsourcing and an outline of the outsourcing supervision (meaning the supervision related to the order if a part of the supervision of manufacturing, inspection, or equipment is outsourced; the same applies below);
ル 苦情処理の概要
- (k) an outline of the complaint processing;
ヲ 監査の対象、監査の時期、監査事項その他監査の実施の概要
- (l) an outline of the subject of the audit, time of the audit, audit matters, and any other implementation of the audit;
三 申請に係る型式住宅部分等に法第三十九条第一項の特別な標章を付する場合にあつては、その表示方式に関する事項
- (iii) if a special mark under Article 39, paragraph (1) of the Act is to be affixed to the type of house part, etc. for which the application is filed, matters concerning the method of affixing the mark;
四 申請に係る型式住宅部分等に係る品質管理推進責任者に関する事項
- (iv) matters concerning the quality control promotion manager for the type of house part, etc. related to the application:
イ 氏名及び職名
- (a) name and job title;
ロ 申請に係る型式住宅部分等の製造に必要な技術に関する実務経験

- (b) practical experience concerning the technology necessary for manufacturing the type of house part, etc. related to the application;
 - ハ 品質管理に関する実務経験及び専門知識の修得状況
 - (c) the status of the acquisition of practical experience and expert knowledge concerning quality control;
- 3 前項の規定にかかわらず、製造設備、検査設備、検査方法、品質管理方法その他品質保持に必要な技術的生産条件が、日本産業規格Q9001の規定に適合していることを証する書面を添付する場合にあっては、前項第一号ロ及びヘに掲げる事項を記載することを要しない。
- (3) Notwithstanding the provisions of the preceding paragraph, when a document is attached proving that the manufacturing equipment, inspection equipment, inspection method, quality control method, and other technical production conditions necessary for maintaining quality conform to the provisions of Japanese Industrial Standard Q9001, it is not required to state the matters stated in item (i), (b) and (f) of the preceding paragraph.

(型式住宅部分等製造者認証書の交付等)

(Issuance of Certificate of Manufacturer of a Certified Type of House Part)

第四十五条 登録住宅型式性能認定等機関は、認証をしたときは、別記第四十一号様式の型式住宅部分等製造者認証書（以下単に「型式住宅部分等製造者認証書」という。）を申請者に交付しなければならない。

- Article 45 (1) When a registered housing type performance certification and notice agency has granted a certification, it must issue to the applicant the certificate of a manufacturer of a certified type of house part, etc. using Appended Form No. 41 (simply referred to below as the "certificate of a manufacturer of a certified type of house part, etc.").
- 2 登録住宅型式性能認定等機関は、認証をしないときは、別記第四十二号様式の通知書を申請者に交付しなければならない。
- (2) When a registered housing type performance certification and notice agency does not grant a certification, it must issue a written notice to the applicant, using Appended Form No. 42.
- 3 型式住宅部分等製造者認証書の交付を受けた者は、型式住宅部分等製造者認証書を滅失し、汚損し、又は破損したときは、型式住宅部分等製造者認証書の再交付を申請することができる。
- (3) A person who has received the issuance of the certificate of a manufacturer of a certified type of house part, etc. may apply for reissuance of the certificate of a manufacturer of a certified type of house part, etc. in the case of loss, soiling or damage of the certificate of a manufacturer of a certified type of house part, etc.

(認証に係る公示)

(Public Notice Related to Certification)

第四十六条 法第三十三条第三項の規定による公示は、次に掲げる事項について行うものとする。

Article 46 The public notice under the provisions of Article 33, paragraph (3) of the Act is to be given regarding the following matters:

一 認証を受けた者の氏名又は名称及び住所

(i) the name and address of the person who obtained the certification;

二 認証を受けた型式住宅部分等の種類

(ii) the classification for which the certification was granted the type of the type of house part, etc.;

三 認証を受けた型式住宅部分等に係る性能表示事項

(iii) matters to be indicated on performance related to the type of house part, etc.;

四 住宅である型式住宅部分等にあつては、当該認証を受けた型式住宅部分等の性能

(iv) in the case of the type of house part, etc. which is a house, the performance of the type of house part, etc. for which the certification has been granted;

五 認証番号

(v) the certification number;

六 認証年月日

(vi) the date of certification.

(認証型式住宅部分等製造者に係る認証の更新)

(Renewal of Certification Related to Manufacturer of a Certified Type of House Part)

第四十七条 認証型式住宅部分等製造者は、法第三十六条第一項の認証の更新（以下単に「認証の更新」という。）を受けようとするときは、別記第四十三号様式の認証型式住宅部分等製造者更新申請書（以下単に「認証型式住宅部分等製造者更新申請書」という。）に型式住宅部分等製造者認証申請添付図書を添えて、これを登録住宅型式性能認定等機関に提出しなければならない。

Article 47 (1) When a manufacturer of a certified type of house part, etc. intends to renew the certification referred to in Article 36, paragraph (1) of the Act (simply referred to below as "renewal of certification"), the manufacturer must submit a written application for renewal of certification of a manufacturer of a certified type of house part, etc. using Appended Form No. 43 (simply referred to below as "written application for renewal of certification of a manufacturer of a certified type of house part, etc.") to a registered housing type performance certification and notice agency, together with the drawings and documents to be attached to the application for certification of a manufacturer of a certified type of house part, etc.

2 第四十四条及び第四十五条の規定は、認証型式住宅部分等製造者に係る認証の更新について準用する。この場合において、第四十四条第一項中「型式住宅部分等の種

類」とあるのは「当該認証型式住宅部分等の認証番号及び認証年月日」と、同条第二項中「法第三十五条第二号」とあるのは「法第三十六条第二項において準用する法第三十五条第二号」と読み替えるものとする。

- (2) The provisions of Article 44 and Article 45 apply mutatis mutandis to the renewal of the certification related to the manufacturer of a certified type of house part, etc. In this case, the term "the classification of the type of house part, etc." in Article 44, paragraph (1) is deemed to be replaced with "the certification number and certification date of the relevant certified type of house part, etc." and the term "Article 35, item (ii) of the Act" in paragraph (2) of the same Article is deemed to be replaced with "Article 35, item (ii) of the Act, as applied mutatis mutandis pursuant to Article 36, paragraph (2) of the Act".

(認証型式住宅部分等製造者に係る変更の届出)

(Notification of Changes Related to Manufacturer of a Certified Type of House Part, etc.)

第四十八条 認証型式住宅部分等製造者は、氏名若しくは名称、住所又は第四十四条第二項各号に掲げる事項に変更（型式住宅部分等の種類の変更、工場等の移転による所在地の変更その他の当該認証の効力が失われることとなる変更並びに第四十四条第二項第一号イ及びニに掲げる事項に係る変更を除く。）があったときは、別記第四十四号様式の認証型式住宅部分等製造者変更届出書（以下単に「認証型式住宅部分等製造者変更届出書」という。）を登録住宅型式性能認定等機関に提出しなければならない。

Article 48 When there has been any change in its name, address, or the matters stated in the items of Article 44, paragraph (2) (excluding a change in the classification of the type of house part, etc., a change in the location due to the relocation of the factories, etc., or any other change that causes the certification to lose its effect, and a change related to the matters stated in Article 44, paragraph (2), item (i), (a) and (d)), the manufacturer of a certified type of house part, etc. must submit a written notification of change of the manufacturer of a certified type of house part, etc. using Appended Form No. 44 (simply referred to below as a "written notification of change of the manufacturer of a certified type of house part, etc.") to a registered housing type performance certification and notice agency.

(認証型式住宅部分等製造者に係る製造の廃止の届出)

(Notification of Discontinuation of Manufacturing Related to a Manufacturer of a Certified Type of House Part, etc.)

第四十九条 認証型式住宅部分等製造者は、当該認証に係る型式住宅部分等の製造の事業を廃止しようとするときは、登録住宅型式性能認定等機関に別記第四十五号様式の製造事業廃止届出書により届け出なければならない。

Article 49 (1) When a manufacturer of a certified type of house part, etc. intends

to discontinue the business of manufacturing the type of house part, etc. related to the certification, the manufacturer must notify the registered housing type performance certification and notice agency by a written notification of discontinuance of manufacturing business using Appended Form No. 45.

2 登録住宅型式性能認定等機関は、前項の規定による届出があったときは、次に掲げる事項について公示しなければならない。

(2) When a notification under the provisions of the preceding paragraph is made, a registered housing type performance certification and notice agency must issue a public notice on the following matters:

一 認証型式住宅部分等製造者の氏名又は名称及び住所

(i) the name and address of a manufacturer of a certified type of house part, etc.;

二 事業の廃止に係る認証型式住宅部分等の種類

(ii) the type of the certified type of house part, etc. related to the discontinuation of the business;

三 認証番号

(iii) the certification number;

四 事業を廃止する年月日

(iv) the date of the discontinuation of the business.

(型式適合義務が免除される場合)

(Cases Exempted from Type Compliance Obligation)

第五十条 法第三十八条第一項の国土交通省令で定める場合は、次に掲げる場合とする。

Article 50 The cases specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 38, paragraph (1) of the Act are the following cases:

一 本邦において外国に輸出するため当該型式住宅部分等の製造をする場合

(i) when manufacturing the relevant type of house part, etc. in Japan for the purpose of export to a foreign country;

二 試験的に当該型式住宅部分等の製造をする場合

(ii) when the type of house part, etc. are manufactured on a pilot production basis;

三 住宅性能評価を行うことのできる住宅以外の建築物に用いるため当該型式住宅部分等の製造をする場合

(iii) when a type of house part, etc. is manufactured for use in a building other than a house for which a housing performance evaluation can be conducted.

(検査方法等)

(Inspection Methods)

第五十一条 法第三十八条第二項の規定による検査並びにその検査記録の作成及び保存

は、次に掲げるところにより行うものとする。

Article 51 (1) The inspection under the provisions of Article 38, paragraph (2) of the Act and the preparation and preservation of the inspection record are to be carried out in accordance with the following:

一 法第三十五条第二号の国土交通大臣が定める技術的基準に定められた検査を行うこと。

(i) to conduct the inspection specified in the technical standards established by the Minister of Land, Infrastructure, Transport and Tourism referred to in Article 35, item (ii) of the Act;

二 製造される型式住宅部分等が法第三十五条第二号の国土交通大臣が定める技術的基準に適合することを確認できる検査手順書を作成し、それを確実に履行すること。

(ii) to prepare an inspection procedure manual by which it can be confirmed that the type of house part, etc. to be manufactured conforms to the technical standards specified by the Minister of Land, Infrastructure, Transport and Tourism referred to in Article 35, item (ii) of the Act, and to reliably implement the inspection procedure manual;

三 検査手順書に定めるすべての事項を終了し、製造される型式住宅部分等がその認証に係る型式に適合することを確認するまで型式住宅部分等を出荷しないこと。

(iii) to not ship the type of house part, etc. until all the matters specified in the inspection procedure manual are completed and it is confirmed that the type of house part, etc. to be manufactured conforms to the type related to the certification;

四 認証型式住宅部分等ごとに次に掲げる事項を記載した検査記録簿を作成すること。

(iv) to prepare an inspection record book describing the following matters for each certified type of house part, etc.;

イ 検査を行った型式住宅部分等の概要

(a) the outline of the type of house part, etc. for which the inspection was conducted;

ロ 検査を行った年月日及び場所

(b) the date and place of the inspection;

ハ 検査を実施した者の氏名

(c) the name of the person who has carried out the inspection;

ニ 検査を行った型式住宅部分等の数量

(d) the quantity of the type of house part, etc. for which the inspection was conducted;

ホ 検査の方法

(e) the method of the inspection;

ヘ 検査の結果

(f) the results of the inspection;

五 前号の検査記録簿（次項の規定による記録が行われた同項のファイル又は磁気ディスクを含む。）は、当該型式住宅部分等の製造をした工場等の所在地において、

記載の日から起算して五年以上保存すること。

(v) the inspection record book referred to in the preceding item (including the file or magnetic disk referred to in the following paragraph in which the information has been recorded under the provisions of the same paragraph) must be kept for five years or more from the date of entry at the location of the factories, etc. where the relevant type of house part, etc. was manufactured.

2 前項第四号の検査記録簿が、電子計算機に備えられたファイル又は磁気ディスクに記録され、必要に応じ電子計算機その他の機器を用いて明確に紙面に表示されるときは、当該ファイル又は磁気ディスクをもって同号の検査記録簿に代えることができる。

(2) When the inspection record book referred to in item (iv) of the preceding paragraph is recorded in a file or a magnetic disc kept in a computer and can be clearly displayed on paper as necessary by using a computer or other device, the relevant file or magnetic disc may be substituted for the inspection record book referred to in that item.

(特別な標章)

(Special Marks)

第五十二条 法第三十九条第一項の国土交通省令で定める方式による特別な標章は、別記第四十六号様式に定める標章とし、認証型式住宅部分等製造者がその認証に係る型式住宅部分等の見やすい箇所に付するものとする。

Article 52 The special mark in accordance with the method specified by the Order of Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 39, paragraph (1) of the Act is to be the mark specified in Appended Form No. 46, and is to be affixed in an easily visible position on the type of house part, etc. related to the certification by the manufacturer of a certified type of house part, etc.

(認証型式住宅部分等に関する住宅性能評価の特例)

(Special Provisions for Housing Performance Evaluation Concerning Certified type of House Part, etc.)

第五十三条 法第四十条第二項の規定による確認は、建設住宅性能評価申請書及びその添付図書、施工状況報告書並びに第六条第五項の図書の審査により行うものとする。

Article 53 The confirmation under the provisions of Article 40, paragraph (2) of the Act is to be made through the examination of the written application for construction housing performance evaluation and its attached drawings and documents, the construction status report, and the drawings and documents referred to in Article 6, paragraph (5).

(特別な標章の禁止に係る公示)

(Public Notice Related to Prohibition of Special Marks)

第五十四条 国土交通大臣は、法第四十三条第一項又は第二項の規定により特別な標章を付することを禁止したときは、次に掲げる事項を公示しなければならない。

Article 54 If the Minister of Land, Infrastructure, Transport and Tourism prohibits a person from affixing a special mark pursuant to the provisions of Article 43, paragraph (1) or (2) of the Act, the Minister must issue a public notice of the following matters:

一 特別な標章を付することを禁止した認証型式住宅部分等製造者の氏名又は名称及び住所

(i) the name and address of the manufacturer of a certified type of house part, etc. who is prohibited from affixing a special mark;

二 特別な標章を付することを禁止した型式住宅部分等の種類

(ii) the type of house part, etc. on which the special mark is prohibited to be affixed;

三 認証番号

(iii) the certification number;

四 特別な標章を付することを禁止した年月日及び禁止の期間

(iv) the date of prohibition of the affixing of the special mark and the period of prohibition;

(旅費の額)

(Amount of Travel Expenses)

第五十五条 住宅の品質確保の促進等に関する法律施行令（以下「令」という。）第三条の旅費の額に相当する額（以下「旅費相当額」という。）は、国家公務員等の旅費に関する法律（昭和二十五年法律第百十四号。以下「旅費法」という。）の規定により支給すべきこととなる旅費の額とする。この場合において、当該検査に係る工場等の所在地に出張をする職員は、一般職の職員の給与に関する法律（昭和二十五年法律第九十五号）第六条第一項第一号イに規定する行政職俸給表（一）による職務の級が六級である者であるものとしてその旅費の額を計算するものとする。

Article 55 The amount equivalent to the amount of travel expenses referred to in Article 3 of the Order for Enforcement of the Act on the Promotion of Housing Quality Assurance (referred to below as the "Order") (referred to below as the "amount equivalent to travel expenses") is the amount of travel expenses to be paid pursuant to the provisions of the Act on Travel Expenses of National Public Officers, etc. (Act No. 114 of 1950; referred to below as the "Travel Expenses Act"). In this case, the amount of travel expenses for an employee who makes a business trip to the location of the factories, etc. related to the inspection is to be calculated by deeming that the employee is at the sixth grade in the service of the Administrative Service (I) Salary Schedule prescribed in Article 6, paragraph (1), item (i), (a) of the Act on Remuneration of Officials in the Regular Service (Act No. 95 of 1950).

(在勤官署の所在地)

(Location of the Office Where the Official Works)

第五十六条 旅費相当額を計算する場合において、当該検査に係る工場等の所在地出張をする職員の旅費法第二条第一項第六号の在勤官署の所在地は、東京都千代田区霞が関二丁目一番三号とする。

Article 56 When calculating the amount equivalent to travel expenses, the location of the office where the employee works referred to in Article 2, paragraph (1), item (vi) of the Travel Expenses Act concerning the employee who makes a business trip to the location of the factories, etc. subject to the relevant inspection is to be 2-1-3 Kasumigaseki, Chiyoda-ku, Tokyo, Japan.

(旅費の額の計算に係る細目)

(Details Related to Calculation of the Amount of Travel Expenses)

第五十七条 旅費法第六条第一項の支度料は、旅費相当額に算入しない。

Article 57 (1) The preparation fee referred to in Article 6, paragraph (1) of the Travel Expenses Act is not included in the amount equivalent to travel expenses.

2 検査を実施する日数は、当該検査に係る工場等ごとに三日として旅費相当額を計算する。

(2) The amount equivalent to travel expenses is calculated by deeming the number of days for conducting an inspection to be three days for each of the factories, etc. related to the relevant inspection.

3 旅費法第六条第一項の旅行雑費は、一万円として旅費相当額を計算する。

(3) The miscellaneous travel expenses referred to in Article 6, paragraph (1) of the Travel Expenses Act are deemed to be 10,000 yen when calculating the amount equivalent to travel expenses.

4 国土交通大臣が、旅費法第四十六条第一項の規定により、実費を超えることとなる部分又は必要としない部分の旅費を支給しないときは、当該部分に相当する額は、旅費相当額に算入しない。

(4) When the Minister of Land, Infrastructure, Transport and Tourism refrains from providing the part of the travel expenses that exceeds the actual expenses or that is unnecessary, pursuant to the provisions of Article 46, paragraph (1) of the Travel Expenses Act, the amount equivalent to the part is not included in the amount equivalent to travel expenses.

第三節 登録住宅型式性能認定等機関

Section 3 Registered Housing Type Performance Certification and Notice Agency

(登録住宅型式性能認定等機関に係る登録の申請)

(Application for Registration Related to Registered Housing Type Performance

Certification and Notice Agency)

第五十八条 法第四十四条第一項に規定する登録を受けようとする者は、別記第四十七号様式の登録住宅型式性能認定等機関登録申請書に次に掲げる書類を添えて、これを国土交通大臣に提出しなければならない。

Article 58 A person who intends to obtain registration as prescribed in Article 44, paragraph (1) of the Act must submit a written application for registration as a registered housing type performance certification and notice agency, using Appended Form No. 47, to the Minister of Land, Infrastructure, Transport and Tourism, together with the following documents:

一 定款又は寄附行為及び登記事項証明書

(i) articles of incorporation, or articles of endowment, and certificate of registered information;

二 申請の日の属する事業年度の前事業年度における財産目録及び貸借対照表。ただし、申請の日の属する事業年度に設立された法人にあっては、その設立時における財産目録とする。

(ii) the inventory of assets and the balance sheet for the business year preceding the business year to which the date of application belongs; provided, however, that in the case of a corporation established in the business year to which the date of application belongs, the inventory of assets at the time of establishment;

三 申請に係る意思の決定を証する書類

(iii) a document certifying the decision of intent made concerning the application;

四 申請者（法人である場合はその役員）の氏名及び略歴（申請者が住宅関連事業者の役員又は職員（過去二年間に当該住宅関連事業者の役員又は職員であった者を含む。）である場合には、その旨を含む。）を記載した書類

(iv) a document stating the name and brief biographical outline of the applicant (if the applicant is a corporation, its officer) (if the applicant is an officer or employee of a housing-related business operator (including a person who was an officer or employee of the relevant housing-related business operator in the past two years), including a statement to that effect);

五 主要な株主の構成を記載した書類

(v) a document stating the composition of the major shareholders;

六 組織及び運営に関する事項（認定等の業務以外の業務を行っている場合は、当該業務の種類及び概要）を記載した書類

(vi) a document specifying the matters related to organization and management (for cases in which operations other than the operation of certification or notice is conducted, the type and outline of those operations);

七 申請者が法第八条第一号及び第二号に規定する者に該当しない旨の市町村の長の証明書

(vii) a certificate from the head of the municipality stating to the effect that

the applicant does not fall under any of the persons provided for in Article 8, items (i) and (ii) of the Act;

八 申請者が法第八条第三号及び法第四十五条第二号から第四号までに該当しない旨を誓約する書面

(viii) a document in which the applicant pledges to the effect of not falling under any of the provisions of Article 8, item (iii) of the Act and Article 45, items (ii) through (iv) of the Act;

九 認定等の業務を行う部門の専任の管理者の氏名及び略歴を記載した書類

(ix) a document stating the name and brief biographical outline of the full-time manager of the section in charge of the operation of certification and notice;

十 認定員となるべき者の氏名及び略歴を記載した書類並びに当該者が法第四十七条各号に定める者であることを証する書類

(x) a document stating the name and brief biographical outline of a person who is to be a certification approver and a document certifying that the relevant person is a person specified in each item of Article 47 of the Act;

十一 その他参考となる事項を記載した書類

(xi) a document containing any other matters which would serve as reference information.

(心身の故障により認定等の業務を適正に行うことができない者)

(Persons Unable to Properly Perform Operation of Certification or Notice Due to Mental or Physical Disorder)

第五十八条の二 法第四十五条第三号の国土交通省令で定める者は、精神の機能の障害により認定等の業務を適正に行うに当たって必要な認知、判断及び意思疎通を適切に行うことができない者とする。

Article 58-2 The person specified by the Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 45, item (iii) of the Act is a person who is unable to adequately carry out the cognition, decision making, and communication necessary for properly performing the operation of certification or notice due to mental impairment.

(登録住宅型式性能認定等機関登録簿の記載事項)

(Matters to Be Included in the Registry of Registered Housing Type Performance Certification and Notice Agency)

第五十九条 法第四十六条第二項第六号の国土交通省令で定める事項は、次に掲げるものとする。

Article 59 The matters to be specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 46, paragraph (2), item (vi) of the Act are as follows:

一 登録住宅型式性能認定等機関が法人である場合は、役員の氏名

(i) if the registered housing type performance certification and notice agency is

a corporation, the names of its officers;

二 認定等の業務を行う部門の専任の管理者の氏名

(ii) the name of the full-time manager of the section in charge of the operation of certification and notice.

(公示事項)

(Matters to Be Publicly Notified)

第六十条 法第四十四条第三項において準用する法第十条第一項の国土交通省令で定める事項は、前条各号に掲げる事項とする。

Article 60 The matters specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 10, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 44, paragraph (3) of the Act are the matters stated in the items of the preceding Article.

(登録住宅型式性能認定等機関に係る事項の変更の届出)

(Notification of Change of Matters Related to Registered Housing Type Performance Certification and Notice Agency)

第六十一条 登録住宅型式性能認定等機関は、法第四十四条第三項において準用する法第十条第二項の規定により法第四十六条第二項第二号又は第四号から第六号までに掲げる事項を変更しようとするときは、別記第四十八号様式の登録住宅型式性能認定等機関変更届出書に第五十八条各号に掲げる書類のうち変更に係るものを添えて、これを国土交通大臣に提出しなければならない。同条ただし書の規定は、この場合について準用する。

Article 61 When a registered housing type performance certification and notice agency intends to change any of the matters stated in Article 46, paragraph (2), item (ii) or items (iv) through (vi) of the Act pursuant to the provisions of Article 10, paragraph (2) of the Act as applied mutatis mutandis pursuant to Article 44, paragraph (3) of the Act, it must submit to the Minister of Land, Infrastructure, Transport and Tourism a written notification of change of registered housing type performance certification and notice agency using Appended Form No. 48, together with the documents stated in the items of Article 58 which relate to the change. The provisions of the proviso to the same Article apply mutatis mutandis to this case.

(登録住宅型式性能認定等機関に係る登録の更新)

(Renewal of Registration Related to Registered Housing Type Performance Certification and Notice Agency)

第六十二条 登録住宅型式性能認定等機関は、法第四十四条第三項において準用する法第十一条第一項の登録の更新を受けようとするときは、別記第四十九号様式の登録住宅型式性能認定等機関登録更新申請書に第五十八条各号に掲げる書類を添えて、これを国土交通大臣に提出しなければならない。同条ただし書の規定は、この場合について

て準用する。

Article 62 (1) When a registered housing type performance certification and notice agency intends to renew its registration referred to in Article 11, paragraph (1) of the Act, as applied mutatis mutandis pursuant to Article 44, paragraph (3) of the Act, it must submit to the Minister of Land, Infrastructure, Transport and Tourism a written application for renewal of registration of registered housing type performance certification and notice agency, using Appended Form No. 49, with the documents stated in the items of Article 58 . The provisions of the proviso to that Article apply mutatis mutandis to this case.

2 第五十九条の規定は、登録住宅型式性能認定等機関が登録の更新を行う場合について準用する。

(2) The provisions of Article 59 apply mutatis mutandis when a registered housing type performance certification and notice agency renews its registration.

(承継の届出)

(Notification of Succession)

第六十三条 法第四十四条第三項において準用する法第十二条第二項の規定により登録住宅型式性能認定等機関の地位の承継の届出をしようとする者は、別記第五十号様式の登録住宅型式性能認定等機関事業承継届出書に次に掲げる書類を添えて、これを国土交通大臣に提出しなければならない。

Article 63 A person who intends to make a notification of succession of the status of a registered housing type performance certification and notice agency pursuant to the provisions of Article 12, paragraph (2) of the Act, as applied mutatis mutandis pursuant to Article 44, paragraph (3) of the Act, must submit to the Minister of Land, Infrastructure, Transport and Tourism a written notification of succession of business of a registered housing type performance certification and notice agency, using Appended Form No. 50, together with the following documents:

一 法第四十四条第三項において準用する法第十二条第一項の規定により登録住宅型式性能認定等機関の事業の全部を譲り受けて登録住宅型式性能認定等機関の地位を承継した者にあつては、別記第五十一号様式の登録住宅型式性能認定等機関事業譲渡証明書及び事業の全部の譲渡しがあつたことを証する書面

(i) in the case of a person who has succeeded to the status of a registered housing type performance certification and notice agency by receiving the transfer of the whole of the business of the registered housing type performance certification and notice agency pursuant to the provisions of Article 12, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 44, paragraph (3) of the Act, a receipt of transfer of ownership of the business of the registered housing type performance certification and notice

agency using Appended Form No. 51 and a document certifying that the whole of the business has been transferred;

二 法第四十四条第三項において準用する法第十二条第一項の規定により登録住宅型式性能認定等機関の地位を承継した相続人であつて、二以上の相続人の全員の同意により選定されたものにあつては、別記第五十二号様式の登録住宅型式性能認定等機関事業相続同意証明書及び戸籍謄本

(ii) in the case of an heir who has succeeded to the status of the registered housing type performance certification and notice agency pursuant to the provisions of Article 12, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 44, paragraph (3) of the Act and who has been selected by the unanimous consent of two or more heirs, a certificate of consent to business succession of the registered housing type performance certification and notice agency and a transcript of the family register using Appended Form No. 52;

三 法第四十四条第三項において準用する法第十二条第一項の規定により登録住宅型式性能認定等機関の地位を承継した相続人であつて、前号の相続人以外のものにあつては、別記第五十三号様式の登録住宅型式性能認定等機関事業相続証明書及び戸籍謄本

(iii) in the case of an heir who has succeeded to the status of the registered housing type performance certification and notice agency pursuant to the provisions of Article 12, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 44, paragraph (3) of the Act and who is a person other than the heir referred to in the preceding item, a certificate of business succession of the registered housing type performance certification and notice agency and a transcript of the family register using Appended Form No. 53;

四 法第四十四条第三項において準用する法第十二条第一項の規定により合併によって登録住宅型式性能認定等機関の地位を承継した法人にあつては、その法人の登記事項証明書

(iv) in the case of a corporation that has succeeded to the status of a registered housing type performance certification and notice agency through a merger pursuant to the provisions of Article 12, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 44, paragraph (3) of the Act, the certificate of registered information of the corporation;

五 法第四十四条第三項において準用する法第十二条第一項の規定により分割によって登録住宅型式性能認定等機関の地位を承継した法人にあつては、別記第五十四号様式の登録住宅型式性能認定等機関事業承継証明書、事業の全部の承継があつたことを証する書面及びその法人の登記事項証明書

(v) in the case of a corporation that has succeeded to the status of a registered housing type performance certification and notice agency through a split pursuant to the provisions of Article 12, paragraph (1) of the Act as applied

mutatis mutandis pursuant to Article 44, paragraph (3) of the Act, the certificate of business succession of the registered housing type performance certification and notice agency using Appended Form No. 54, a document proving that the whole of the business has been succeeded to, and the certificate of registered information of the corporation.

(認定等の業務の実施基準)

(Implementation Standards for the Operation of Certification and Notice)

第六十四条 法第四十四条第三項において準用する法第十五条第二項の国土交通省令で定める基準は、次に掲げるとおりとする。

Article 64 The criteria specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 15, paragraph (2) of the Act, as applied mutatis mutandis pursuant to Article 44, paragraph (3) of the Act, are as stated in the following:

一 認定等の方法は、次に掲げる場合の区分に応じ、それぞれ次のイ又はロに定めるものとする。

(i) the method of the certification and notice is to be as specified in (a) or (b) below, in accordance with the following categories of cases:

イ 住宅型式性能認定を行う場合 次に定める方法に従い、認定員二名以上によって行うこと。

(a) in the case of granting the housing type performance certification: two or more certification approvers must grant the certification in accordance with the following methods:

(1) 住宅型式性能認定申請書及びその添付図書をもって審査を行うこと。

1. The examination is conducted based on the application for the housing type performance certification and its attached drawings and documents;

(2) 審査を行うに際し、書類の記載事項に疑義があり、提出された書類のみでは当該型式が日本住宅性能表示基準に従って表示すべき性能を有しているかどうかの判断ができないと認めるときは、追加の書類を求めて審査を行うこと。

2. When conducting an examination, if there is a doubt about the matters stated in the documents and it is found that it is impossible to determine whether or not the type has the performance to be indicated in accordance with the Japan Housing Performance Labeling Standards only with the submitted documents, additional documents are requested and the examination is conducted;

(3) 住宅型式性能認定書には、住宅性能評価の申請において明示することを要しない事項を指定すること。

3. in the housing type performance certificate, matters that are not required to be clearly indicated in the application for housing

performance evaluation are designated;

ロ 認証又は認証の更新を行う場合 次に定める方法に従い、認定員二名以上によって行うこと。

(b) in the case of certification or renewal of certification: it must be conducted by two or more certification approvers in accordance with the following methods:

(1) 型式住宅部分等製造者認証申請書又は認証型式住宅部分等製造者更新申請書及びその添付図書をもって審査を行うこと。

1. The examination is conducted based on the written application for certification of a manufacturer of a certified type of house part, etc. or application for renewal of certification of a manufacturer of the type of residential space, etc. and its attached drawings and documents;

(2) 審査を行うに際し、書類の記載事項に疑義があり、提出された書類のみでは法第三十五条各号（法第三十六条第二項において準用する場合を含む。）に掲げる基準に適合しているかどうかの判断ができないと認めるときは、追加の書類を求めて審査を行うこと。

2. when conducting an examination, if there is a doubt about the matters stated in the documents and it is found that the decision as to whether or not the criteria stated in the items of Article 35 of the Act (including as applied mutatis mutandis pursuant to Article 36, paragraph (2) of the Act) are met cannot be made based only on the submitted documents, additional documents are requested and an examination is conducted;

(3) 第七十七条第二項第二号から第五号までに掲げる場合を除き、申請に係る工場等において実地を行うこと。

3. excluding the cases stated in Article 77, paragraph (2), items (ii) through (v), the on-site inspection is conducted at the factories, etc. related to the application;

(4) 型式住宅部分等製造者認証書には、住宅性能評価の申請において明示することを要しない事項及び建設住宅性能評価において要しない検査を指定すること。

4. The matters that are not required to be clearly indicated in the application for housing performance evaluation and the inspections that are not required in the construction housing performance evaluation are designated in the certificate of a manufacturer of a certified type of house part, etc.;

二 登録住宅型式性能認定等機関が認定等の申請を自ら行った場合その他の場合であって、認定等の業務の公正な実施に支障を及ぼすおそれがあるものとして国土交通大臣が定める場合においては、これらの申請に係る認定等を行わないこと。

(ii) if a registered housing type performance certification and notice agency has filed an application for certification and notice by itself or in other cases, and

if the Minister of Land, Infrastructure, Transport and Tourism prescribes that the application is likely to hinder the fair implementation of the operation of certification and notice, they are not to grant the certification and notice related to these applications;

三 認定等の業務を行う部門の専任の管理者は、登録住宅型式性能認定等機関の役員又は当該部門を管理する上で必要な権限を有する者であること。

(iii) the full-time manager of the section in charge of the operation of certification and notice is an officer of the registered housing type performance certification and notice agency or a person who has the authority necessary to manage the relevant section;

四 認定等の業務に関し支払うことのある損害賠償のため保険契約を締結していること。

(iv) that an insurance contract for the compensation for loss or damage which may be paid in connection with the operation of certification and notice has been concluded.

(電磁的記録に記録された事項を表示する方法)

(Method of Indicating Matters Recorded in Electronic or Magnetic Records)

第六十五条 法第四十四条第三項において準用する法第十八条第二項第三号の国土交通省令で定める方法は、当該電磁的記録に記録された事項を紙面又は出力装置の映像面に表示する方法とする。

Article 65 The method specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 18, paragraph (2), item (iii) of the Act as applied mutatis mutandis pursuant to Article 44, paragraph (3) of the Act, is the method of indicating the matters recorded in the relevant electronic or magnetic records on paper or on the screen of an output device.

(電磁的記録に記録された事項を提供するための電磁的方法)

(Electronic or Magnetic Means for Providing Matters Recorded in Electronic or Magnetic Records)

第六十六条 法第四十四条第三項において準用する法第十八条第二項第四号の国土交通省令で定める電磁的方法は、次に掲げるもののうち、登録住宅型式性能認定等機関が定めるものとする。

Article 66 (1) The electronic or magnetic means specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 18, paragraph (2), item (iv) of the Act, as applied mutatis mutandis pursuant to Article 44, paragraph (3) of the Act, is either of the following means specified by the registered housing type performance certification and notice agency:

一 登録住宅型式性能認定等機関の使用に係る電子計算機と法第四十四条第三項において準用する法第十八条第二項第四号に掲げる請求をした者（以下この条において「請求者」という。）の使用に係る電子計算機とを電気通信回線で接続した電子情

報処理組織を使用する方法であって、当該電気通信回線を通じて情報が送信され、請求者の使用に係る電子計算機に備えられたファイルに当該情報が記録されるもの

- (i) a method that uses an electronic data processing system that connects the computer used by the registered housing type performance certification and notice agency with the computer used by the person who has made the request stated in Article 18, paragraph (2), item (iv) of the Act, as applied mutatis mutandis pursuant to Article 44, paragraph (3) of the Act (referred to below as the "requester" in this Article), via a telecommunications line, and by which information is transmitted via the telecommunications line and recorded in a file installed in the computer used by the requester.;

二 磁気ディスクをもって調製するファイルに情報を記録したものを請求者に交付する方法

- (ii) the method of delivering a file containing the information that has been prepared using a magnetic disk to the requester.;

2 前項各号に掲げる方法は、請求者がファイルへの記録を出力することによる書面を作成できるものでなければならない。

- (2) The methods listed in the items of the preceding paragraph must be those that enable the requester to create a document by outputting the information recorded in the file.

(帳簿)

(Books)

第六十七条 法第四十四条第三項において準用する法第十九条第一項の認定等の業務に関する事項で国土交通省令で定めるものは、次に掲げるものとする。

Article 67 (1) The matters related to the operation of certification and notice prescribed in Article 19, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 44, paragraph (3) of the Act, which are specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism, are as follows:

一 認定等を申請した者の氏名又は名称及び住所

- (i) the name and address of the person who has applied for the certification and notice.;

二 認定等の対象となるものの概要として次に定めるもの

- (ii) the following items as the outline of the subject of the certification and notice.:

イ 住宅型式性能認定にあつては、当該認定の申請に係る住宅又はその部分の種類、名称、構造、材料その他の概要

- (a) in the case of a housing type performance certification, the type, the name, the structure, the materials, and other outlines of the house or its parts related to the application for the relevant certification;

ロ 認証又は認証の更新にあつては、当該認証又は認証の更新の申請に係る工場等の所在地、名称その他の概要及び製造をする型式住宅部分等に係る住宅型式性能

認定番号その他の概要

(b) in the case of the certification or renewal of certification, the location, the name and other outlines of the factories, etc. related to the certification or application for renewal of certification, and the number of a housing type performance certification related to the type of house part, etc. to be manufactured and other outlines;

三 認定等の申請を受け付けた年月日

(iii) the date of receipt of the application for certification and notice.;

四 認証又は認証の更新にあつては、実地検査を行った年月日

(iv) in the case of a certification or renewal of a certification, the date of the on-site inspection;

五 住宅型式性能認定にあつては審査を行った認定員の氏名、認証又は認証の更新にあつては実地検査又は審査を行った認定員の氏名

(v) in the case of a housing type performance certification, the name of the certification approver who conducted the examination, and in the case of certification or renewal of certification, the name of the certification approver who conducted the on-site inspection or examination;

六 審査の結果（認定等をしない場合にあつては、その理由を含む。）

(vi) the results of the examination (in the case of not granting certification and notice, including the reasons for the decision);

七 住宅型式性能認定にあつては認定番号、認証にあつては認証番号、認証の更新にあつては更新に係る認証の認証番号

(vii) the accreditation number in the case of the housing type performance certification, the certification number in the case of the certification, and the certification number of the certification related to the renewal in the case of the renewal of the certification;

八 住宅型式性能認定書又は型式住宅部分等製造者認証書を交付した年月日（認定等をしない場合にあつては、その旨を通知した年月日）

(viii) the date of issuance of the housing type performance certificate or the certificate of a manufacturer of a certified type of house part, etc. (in the case of not granting certification and notice, the date of notification to that effect);

九 法第五十三条第一項の規定による報告を行った年月日

(ix) the date on which the report under Article 53, paragraph (1) of the Act was made;

十 認定等に係る公示を行った年月日

(x) the date on which the public notice related to the certification and notice was issued;

十一 第四十九条第二項の規定による公示を行った年月日及び同項第四号の年月日

(xi) the date on which the public notice under the provisions of Article 49, paragraph (2) was issued and the date referred to in item (iv) of that paragraph.

2 前項各号に掲げる事項が、電子計算機に備えられたファイル又は磁気ディスクに記録され、必要に応じ登録住宅型式性能認定等機関において電子計算機その他の機器を用いて明確に紙面に表示されるときは、当該記録をもって法第四十四条第三項において準用する法第十九条第一項の帳簿（次項において単に「帳簿」という。）への記載に代えることができる。

(2) If the matters stated in the items of the preceding paragraph are recorded in a file or a magnetic disc stored or installed in the computer and can be clearly displayed on paper as necessary by the registered housing type performance certification and notice agency through the use of a computer or other device, the record may replace the entry in the book referred to in Article 19, paragraph (1) of the Act (simply referred to as the "books" in the following paragraph) as applied mutatis mutandis pursuant to Article 44, paragraph (3) of the Act.

3 登録住宅型式性能認定等機関は、帳簿（前項の規定による記録が行われた同項のファイル又は磁気ディスクを含む。第七十五条第二号において同じ。）は、認定等の業務の全部を廃止するまで保存しなければならない。

(3) A registered housing type performance certification and notice agency must preserve books (including the file or magnetic disk referred to in the preceding paragraph in which records are recorded under the provisions of that paragraph; the same applies in Article 75, item (ii)) until it discontinues all of the operation of certification and notice.

（書類の保存）

(Preservation of Documents)

第六十八条 法第四十四条第三項において準用する法第十九条第二項の認定等の業務に関する書類で国土交通省令で定めるものは、次の各号に掲げる認定等の業務の区分に応じ、それぞれ当該各号に定めるものとする。

Article 68 (1) The documents related to the operation of certification and notice prescribed in Article 19, paragraph (2) of the Act, as applied mutatis mutandis pursuant to Article 44, paragraph (3) of the Act, which are specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism, are to be those specified in the following items according to the category of the operation of certification and notice stated in the respective items:

一 住宅型式性能認定 住宅型式性能認定申請書及びその添付図書並びに住宅型式性能認定書の写しその他審査の結果を記載した書類

(i) the housing type performance certification: an application for the housing type performance certification and its attached drawings and documents, a copy of the housing type performance certificate, and other documents stating the results of the examination;

二 認証 型式住宅部分等製造者認証申請書及びその添付図書、型式住宅部分等製造者認証書の写しその他審査の結果を記載した書類並びに認証型式住宅部分等製造者

変更届出書

- (ii) the certification: a written application for certification of a manufacturer of a certified type of house part, etc. and its attached drawings and documents, a copy of a certificate of a manufacturer of certified type of house part, etc., other documents stating the results of the examination, and a notification of change of a manufacturer of a certified type of house part, etc.;

三 認証の更新 型式住宅部分等製造者認証更新申請書及びその添付図書、型式住宅部分等製造者認証書の写しその他審査の結果を記載した書類並びに認証型式住宅部分等製造者変更届出書

- (iii) the renewal of the certification: an application for renewal of the certification of a manufacturer of certified type of house part, etc. and its attached drawings and documents, a copy of the certificate of a manufacturer of certified type of house part, etc., other documents stating the results of the examination, and a notification of change of a manufacturer of certified type of house part, etc.

2 前項各号に定める書類が、電子計算機に備えられたファイル又は磁気ディスクに記録され、必要に応じ登録住宅型式性能認定等機関において電子計算機その他の機器を用いて明確に紙面に表示されるときは、当該ファイル又は磁気ディスクをもって同項各号の書類に代えることができる。

(2) If the documents specified in the items of the preceding paragraph are recorded in a file or a magnetic disc stored or installed in the computer and can be clearly displayed on paper as necessary by the registered housing type performance certification and notice agency using the computer or other equipment, the relevant file or magnetic disc may be substituted for the documents specified in the items of the preceding paragraph.

3 登録住宅型式性能認定等機関は、第一項各号の書類（前項の規定による記録が行われた同項のファイル又は磁気ディスクを含む。第七十五条第二号において単に「書類」という。）を、当該認定又は認証が失効したときから二十年間保存しなければならない。

(3) A registered housing type performance certification and notice agency must preserve the documents referred to in the items of paragraph (1) (including the file or magnetic disk referred to in the preceding paragraph in which the records under the provisions of the same paragraph have been made; referred to simply as "documents" in Article 75, item (ii)) for 20 years from the time when the approval or certification ceases to be effective.

（登録住宅型式性能認定等機関に係る業務の休廃止の届出）

(Notification of Suspension or Discontinuation of Business Related to a Registered Housing Type Performance certification and Notice Agency)

第六十九条 登録住宅型式性能認定等機関は、法第四十四条第三項において準用する法第二十三条第一項の規定により認定等の業務の全部又は一部を休止し、又は廃止しよ

うとするときは、別記第五十五号様式の登録住宅型式性能認定等機関業務休廃止届出書を国土交通大臣に提出しなければならない。

Article 69 When a registered housing type performance certification and notice agency intends to suspend or discontinue all or part of the operation of certification and notice pursuant to the provisions of Article 23, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 44, paragraph (3) of the Act, it must submit to the Minister of Land, Infrastructure, Transport and Tourism a written notification of suspension or discontinuation of the operation of registered housing type performance certification and notice agency using Appended Form 55.

(認定等業務規程)

(Operational Rules of Certification and Notice.)

第七十条 登録住宅型式性能認定等機関は、法第四十九条第一項前段の規定により認定等業務規程の届出をしようとするときは、別記第五十六号様式の登録住宅型式性能認定等機関認定等業務規程届出書を国土交通大臣に提出しなければならない。

Article 70 (1) When a registered housing type performance certification and notice agency intends to notify of the operational rules of certification and notice pursuant to the provisions of the first sentence of Article 49, paragraph (1) of the Act, it must submit to the Minister of Land, Infrastructure, Transport and Tourism a written notification of the rules for operation of certification and notice. of registered housing type performance certification and notice agency using Appended Form No. 56.

2 登録住宅型式性能認定等機関は、法第四十九条第一項後段の規定により認定等業務規程の変更の届出をしようとするときは、別記第五十七号様式の登録住宅型式性能認定等機関認定等業務規程変更届出書を国土交通大臣に提出しなければならない。

(2) When a registered housing type performance certification and notice agency intends to notify the changes to the operational rules of certification and notice. pursuant to the provisions of the second sentence of Article 49, paragraph (1) of the Act, it must submit to the Minister of Land, Infrastructure, Transport and Tourism a written notification of changes to the operational rules of certification and notice of registered housing type performance certification and notice agency using Appended Form No. 57.

3 法第四十九条第二項の国土交通省令で定める事項は、次に掲げるものとする。

(3) The matters specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 49, paragraph (2) of the Act are the following:

一 認定等の業務を行う時間及び休日に関する事項

(i) the matters concerning the hours during which the operation of certification and notice are carried out and holidays;

二 事務所の所在地及びその事務所が認定等の業務を行う区域に関する事項

- (ii) the matters concerning the location of the office and the area in which the office performs the operation of certification and notice;
- 三 認定等を行う住宅の種類その他認定等の業務の範囲に関する事項
- (iii) the type of house subject to the certification and notice and other matters concerning the scope of the operation of the certification and notice;
- 四 認定等の業務の実施の方法に関する事項
- (iv) the matters concerning the method of carrying out the operation of certification and notice;
- 五 認定等の業務に関する料金及びその収納の方法に関する事項
- (v) the matters concerning the fees for the operation of certification and notice and the method of receiving the fees;
- 六 認定員の選任及び解任に関する事項
- (vi) the matters concerning the appointment and dismissal of certification approvers;
- 七 認定等の業務に関する秘密の保持に関する事項
- (vii) the matters concerning the confidentiality of the operation of certification and notice;
- 八 認定等の業務の実施及び管理の体制に関する事項
- (viii) the matters concerning the system for implementing and managing of the operation of certification and notice;
- 九 第六十七条第三項に規定する帳簿その他の認定等の業務に関する書類の管理に関する事項
- (ix) the matters related to the management of books prescribed in Article 67, paragraph (3) and other documents related to the operation of certification and notice;
- 十 財務諸表等（法第四十四条第三項において準用する法第十八条第一項に規定する財務諸表等をいう。以下この号において同じ。）の備付け及び財務諸表等に係る法第四十四条第三項において準用する法第十八条第二項各号に掲げる請求の受付に関する事項
- (x) the matters related to the keeping of financial statements, etc. (meaning the Financial Statements, etc. prescribed in Article 18, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 44, paragraph (3) of the Act; the same applies below in this item) and the acceptance of requests stated in the items of Article 18, paragraph (2) of the Act as applied mutatis mutandis pursuant to Article 44, paragraph (3) of the Act related to financial statements, etc.;
- 十一 認定等の業務に関する公正の確保に関する事項
- (xi) the matters related to ensuring fairness in the operation of certification and notice;
- 十二 その他認定等の業務の実施に関し必要な事項
- (xii) the other matters necessary for conducting the operation of certification

and notice;

- 4 登録住宅型式性能認定等機関は、認定等業務規程を認定等の業務を行うすべての事務所で業務時間内に公衆に閲覧させるとともに、インターネットを利用して閲覧に供する方法により公表するものとする。

(4) A registered housing type performance certification and notice agency is to make the operational rules of certification and notice available for public inspection at all of its offices during business hours, and publicize them by making them available for public inspection via the internet.

(登録住宅型式性能認定等機関による認定等の報告)

(Report of Certification and Notice by Registered Housing Type Performance Certification and Notice Agency)

第七十一条 登録住宅型式性能認定等機関は、認定等を行ったときは、遅滞なく、別記第五十八号様式の認定等を行った旨の報告書を国土交通大臣に提出しなければならない。

Article 71 (1) When a registered housing type performance certification and notice agency has conducted certification and notice., it must submit a report to the Minister of Land, Infrastructure, Transport and Tourism to the effect that it has conducted certification and notice using Appended Form No. 58, without delay.

- 2 登録住宅型式性能認定等機関は、前項の認定等を行った旨の報告書に記載した事項に変更があった場合には、遅滞なく、その旨を国土交通大臣に報告するものとする。

(2) If there are any changes in the matters stated in the report to the effect that the certification and notice referred to in the preceding paragraph has been made, the registered housing type performance certification and notice agency is to report, without delay, to the Minister of Land, Infrastructure, Transport and Tourism to that effect.

(国土交通大臣への報告)

(Report to the Minister of Land, Infrastructure, Transport and Tourism)

第七十二条 登録住宅型式性能認定等機関は、次に掲げる場合には、直ちにその旨を国土交通大臣に報告しなければならない。

Article 72 In the following cases, a registered housing type performance certification and notice agency must immediately report to the Minister of Land, Infrastructure, Transport and Tourism to that effect:

- 一 住宅型式性能認定を受けた型式が日本住宅性能表示基準に従って表示すべき性能を有していない事実があると思料するとき。

(i) if it is considered that there is a fact that the type for which the housing type performance certification has been granted does not have the performance to be indicated in accordance with the Japanese Housing Performance Indication Standards;

二 認証型式住宅部分等製造者が法第三十四条第一号又は第四号に該当する事実があると思料するとき。

(ii) when it is considered that there is a fact that a manufacturer of a certified type of house part, etc. falls under Article 34, item (i) or (iv) of the Act;

三 認証型式住宅部分等製造者の技術的生産条件が法第三十五条第二号の国土交通大臣が定める技術的基準に適合していない事実があると思料するとき。

(iii) when it is considered that there is a fact that the technical production conditions of a manufacturer of a certified type of house part, etc. do not conform to the technical standards provided for by the Minister of Land, Infrastructure, Transport and Tourism referred to in Article 35, item (ii) of the Act;

四 認証型式住宅部分等製造者が法第三十八条の規定に違反する事実があると思料するとき。

(iv) if it is considered that there is a fact that a manufacturer of a certified type of house part, etc. violates the provisions of Article 38 of the Act;

五 認証型式住宅部分等製造者が不正の手段により認証を受けたと思料するとき。

(v) if it is considered that the manufacturer of a certified type of house part, etc. has obtained the certification by wrongful means.

(国土交通大臣による通知等)

(Notice by the Minister of Land, Infrastructure, Transport and Tourism)

第七十三条 法第五十三条第二項の規定により国土交通大臣が行う通知及び公示は、次に掲げる事項について行うものとする。

Article 73 The notice and public notice given by the Minister of Land, Infrastructure, Transport and Tourism pursuant to the provisions of Article 53, paragraph (2) of the Act are to be given on the following matters:

一 住宅型式性能認定書の交付を受けた者の氏名又は名称及び住所

(i) the name and address of the person who was issued the housing type performance certificate;

二 住宅型式性能認定を受けた型式に係る住宅又はその部分の種類

(ii) the type of the house or its parts related to the housing type for which the performance certification has been granted;

三 当該型式に係る性能表示事項

(iii) matters to be indicated on performance related to the type;

四 当該型式が住宅に係るものである場合にあっては、当該型式の性能

(iv) in the case of a type related to the relevant house, the performance of the type;

五 当該型式の認定番号

(v) the certification number of the relevant type;

六 当該型式を認定した登録住宅型式性能認定等機関の名称

(vi) the name of the registered housing type performance certification and

notice agency that granted the type certification.

第七十四条 法第五十三条第三項の規定により国土交通大臣が行う通知及び公示は、次に掲げる事項について行うものとする。

Article 74 The notice and public notice to be given by the Minister of Land, Infrastructure, Transport and Tourism pursuant to the provisions of Article 53, paragraph (3) of the Act are to be given on the following matters:

一 認証型式住宅部分等製造者の氏名又は名称及び住所

(i) the name and address of a manufacturer of a certified type of house part, etc.;

二 当該認証に係る型式住宅部分等の種類

(ii) the type of the part of the house, etc. related to the relevant certification;

三 認証番号

(iii) the certification number;

四 当該認証を行った登録住宅型式性能認定等機関の名称

(iv) the name of the registered housing type performance certification and notice agency that conducted the certification.

(認定等の業務の引継ぎ)

(Succession of Certification and Verification Operations)

第七十五条 登録住宅型式性能認定等機関は、法第五十六条第三項に規定する場合には、次に掲げる行為をしなければならない。

Article 75 In cases as prescribed in Article 56, paragraph (3) of the Act, a registered housing type performance certification and notice agency must conduct the following acts:

一 認定等の業務を国土交通大臣に引き継ぐこと。

(i) to hand over the operation of certification and notice to the Minister of Land, Infrastructure, Transport and Tourism;

二 認定等の業務に関する帳簿及び書類を国土交通大臣に引き継ぐこと。

(ii) to transfer the books and documents concerning the operation of certification and notice to the Minister of Land, Infrastructure, Transport and Tourism.

三 その他国土交通大臣が必要と認める行為

(iii) to conduct the other acts that the Minister of Land, Infrastructure, Transport and Tourism finds to be necessary;

(国土交通大臣が行う認定等の手数料の納付の方法)

(Method of Payment of Fees for Certification and Notice by the Minister of Land, Infrastructure, Transport and Tourism)

第七十六条 法第五十七条の規定による手数料の納付は、当該手数料の金額に相当する額の収入印紙をもって行うものとする。ただし、印紙をもって納め難い事由があると

きは、現金をもってすることができる。

Article 76 Payment of fees under the provisions of Article 57 of the Act is to be made by revenue stamps of an amount equivalent to the amount of the relevant fees; provided, however, that if there are grounds making it difficult to pay by revenue stamps, payment may be made in cash.

(国土交通大臣が行う認定等の手数料の額)

(Amount of Fees for Certification and Notice Conducted by the Minister of Land, Infrastructure, Transport and Tourism)

第七十七条 法第五十七条の国土交通省令で定める手数料の額は、次の各号に掲げる認定等の区分に応じ、それぞれ当該各号に定める額とする。

Article 77 (1) The amount of the fee specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 57 of the Act is the amount specified in the following items according to the category of certification and notice stated in the respective items:

一 住宅型式性能認定 申請一件につき、次の表の (い) 欄に掲げる区分に応じ、(ろ) 欄及び (は) 欄に掲げる額の合計額 *f i n e*

(i) the housing type performance certification certificate: the total of the amounts listed in columns (b) and (c) in accordance with the classification listed in column (a) of the following Table, per application.

(い) (a)	(ろ) (b)	(は) (c)
床面積の合計が百平方メートル以内のもの又は床の部分がないもの Those with a total floor area of 100 square meters or less or those without a floor portion	一万五千円 15,000 yen	一万円 10,000 yen
床面積の合計が百平方メートルを超え、二百平方メートル以内のもの Those with a total floor area exceeding 100 square meters and 200 square meters or less	二万円 20,000 yen	一万二千元 12,000 yen
床面積の合計が二百平方メートルを超え、五百平方メートル以内のもの Those with a total floor area exceeding 200 square meters and up to 500 square meters	三万二千元 32,000 yen	一万四千元 14,000 yen

二 認証又は認証の更新 申請に係る工場等一件につき、四十九万円（外国において本邦に輸出される型式住宅部分の製造をするものにあつては、申請に係る工場等一件につき三十九万円に、職員二人が法第三十五条第二号に掲げる基準に適合するかどうかを審査するため、当該審査に係る工場等の所在地に出張をするとした場合に旅費法の規定により支給すべきこととなる旅費の額に相当する額を加算した額。この場合において、その旅費の額の計算に関し必要な細目は、第五十五条から第五十七条までの規定を準用する。）

(ii) the certification or renewal of certification: 490,000 yen per factories, etc. related to the application (in the case of a manufacturing of the type of the part of the house in a foreign country to be exported to Japan, the amount obtained by adding the amount equivalent to the amount of travel expenses to be paid pursuant to the provisions of the Travel Expenses Act for the case in which two employees make a business trip to the location of the factories, etc. related to the examination in order to examine whether or not the criteria listed in Article 35, item (ii) of the Act are met, to 390,000 yen per factories, etc. related to the application. In this case, the provisions of Articles 55 to 57 apply mutatis mutandis to the details necessary for the calculation of the amount of travel expenses).

2 次の各号に掲げる場合の手数料は、前項各号の規定にかかわらず、次の各号に掲げる場合の区分に応じ、それぞれ当該各号に定める額とする。

(2) Notwithstanding the provisions of the items of the preceding paragraph, the fees in the cases stated in the following items are the amounts specified respectively in those items for the category of cases stated in the relevant item:

一 同時に行われる申請において、一の型式につき二以上の性能表示事項についてそれぞれ住宅型式性能認定を受けようとする場合 前項第一号の表の（い）欄に掲げる認定を受けようとする住宅又はその部分に応じ、（ろ）欄に掲げる額に申請件数を乗じた額及び（は）欄に掲げる額の合計額

(i) in the case of seeking the housing type performance certification for two or more of the matters to be indicated on performance for one type in applications filed simultaneously: the sum of the amount obtained by multiplying the amount listed in column (b) by the number of applications and the amount listed in column (c), in accordance with the housing or the part of the housing for which certification listed in column (a) of the Table of item (i) of the preceding paragraph is sought;

二 既に認証を受けた者が、当該認証に係る技術的生産条件で製造をする別の型式住宅部分等につき新たに認証を受けようとする場合 申請一件につき二万六千円

(ii) when a person who has already obtained a certification intends to newly obtain a certification for another type of the part of the house, etc. manufactured under the technical production conditions related to the

- relevant certification: 26,000 yen per application;
- 三 既に建築基準法施行令（昭和二十五年政令第三百三十八号）第百三十六条の二の十一第一号に規定する建築物の部分に係る建築基準法第六十八条の十一第一項の認証を受けた者が、当該認証に係る技術的生産条件で製造をする住宅である型式住宅部分等につき認証を受けようとする場合 申請一件につき二万六千円
- (iii) when a person who has already obtained the certification in Article 68-11, paragraph (1) of the Building Standards Act related to the part of buildings prescribed in Article 136-2-11, item (i) of the Order for Enforcement of the Building Standards Act (Cabinet Order No. 338 of 1950) intends to obtain the certification for the type of the part of the house, etc., which is a house manufactured under the technical production conditions related to the certification: 26,000 yen per application;
- 四 同時に行われる申請において、一の技術的生産条件で製造をする二以上の型式の型式住宅部分等につき認証を受けようとする場合 二万六千円に申請件数から一を減じた数を乗じた額及び前項第二号に定める額の合計額
- (iv) in the case of seeking a certification for two or more types of the part of the house, etc. manufactured under a single technical production condition in applications filed simultaneously: the sum of 26,000 yen multiplied by the number of applications minus one, and the amount specified in item (ii) of the preceding paragraph;
- 五 一の申請において、一の技術的生産条件で二以上の工場等において認証を受けようとする場合 二万六千円に申請に係る工場等の件数から一を減じた数を乗じた額及び前項第二号に定める額の合計額
- (v) if a person seeks certification at two or more factories, etc. under a single technical production condition in a single application: the sum total of 26,000 yen multiplied by the number of factories, etc. to which the application is related less one, and the amount specified in item (ii) of the preceding paragraph;
- 六 同時に行われる申請において、一の工場において二以上の技術的生産条件で製造をする二以上の型式の型式住宅部分等につき認証を受けようとする場合 三十九万円に申請件数から一を減じた数を乗じた額及び前項第二号に定める額の合計額
- (vi) in the case of seeking a certification for two or more types of the part of the house, etc. manufactured under two or more technical production conditions in a single factory, in applications filed simultaneously: the sum of 39,0000 yen multiplied by the number of applications minus one, and the amount specified in item (ii) of the preceding paragraph.

第三章 特別評価方法認定

Chapter III Special Evaluation Method Certification

第一節 特別評価方法認定

Section 1 Special Evaluation Method Certification

(特別評価方法認定の申請)

(Application for Special Evaluation Method Certification)

第七十八条 特別評価方法認定の申請をしようとする者は、別記第五十九号様式の特別評価方法認定申請書（以下単に「特別評価方法認定申請書」という。）に第八十三条第一項に規定する証明書を添えて、これを国土交通大臣に提出しなければならない。

Article 78 A person who intends to apply for special evaluation method certification must submit a written application for approval of special evaluation methods using Appended Form No. 59 (simply referred to below as "written application for special evaluation method certification") to the Minister of Land, Infrastructure, Transport and Tourism, together with the identification cards prescribed in Article 83, paragraph (1).

(特別評価方法認定申請書に記載すべき事項)

(Matters to Be Stated in a Written Application for Approval of Special Evaluation Method Certification)

第七十九条 法第五十八条第二項の国土交通省令で定める申請書に記載すべき事項は、次に掲げるものとする。

Article 79 The matters to be included in a written application specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 58, paragraph (2) of the Act are the following:

一 認定を申請しようとする者の氏名又は名称及び住所

(i) the name and address of the person who intends to apply for certification;

二 日本住宅性能表示基準に従って表示すべき性能に関し、評価方法基準に従った方法に代えて、特別の建築材料若しくは構造方法に応じて又は特別の試験方法若しくは計算方法を用いて評価する方法（以下「特別評価方法」という。）の名称

(ii) regarding the performance to be indicated in accordance with the Japan Housing Performance Labeling Standards, the name of the method to evaluate the performance in accordance with special building materials or structural methods or by using special testing methods or calculation methods, in lieu of the method in accordance with the Evaluation Method Standards (referred to below as the "special evaluation method");

三 特別評価方法を用いて評価されるべき性能表示事項

(iii) matters to be indicated on performance that are to be evaluated by using a special evaluation method;

(特別評価方法認定書の交付等)

(Issuance of a Special Evaluation Method Certificate)

第八十条 国土交通大臣は、特別評価方法認定をしたときは、別記第六十号様式の特別評価方法認定書（以下単に「特別評価方法認定書」という。）を申請者に交付しなければならない。

Article 80 (1) When the Minister of Land, Infrastructure, Transport and Tourism grants a special evaluation method certification, the minister must issue a special evaluation method certificate using Appended Form No. 60 (simply referred to below as a "special evaluation method certificate") to the applicant.

2 国土交通大臣は、特別評価方法認定をしないときは、別記第六十一号様式の通知書を申請者に交付しなければならない。

(2) When the Minister of Land, Infrastructure, Transport and Tourism does not grant special evaluation method certification, the minister must issue a written notice using Appended Form No. 61 to the applicant.

3 特別評価方法認定書の交付を受けた者は、特別評価方法認定書を滅失し、汚損し、又は破損したときは、特別評価方法認定書の再交付を申請することができる。

(3) A person to whom a special evaluation method certificate has been issued may apply for reissuance of the special evaluation method certificate when the special evaluation method certificate is lost, soiled or damaged.

(特別評価方法認定の手数料)

(Fees for Special Evaluation Method Certification)

第八十一条 法第六十条の規定による手数料の納付は、当該手数料の金額に相当する額の収入印紙をもって行うものとする。ただし、印紙をもって納め難い事由があるときは、現金をもってすることができる。

Article 81 (1) Payment of fees pursuant to the provisions of Article 60 of the Act is to be made by revenue stamps of an amount equivalent to the amount of the relevant fees; provided, however, that if there are grounds making it difficult to pay by revenue stamps, payment may be made in cash.

2 法第六十条の国土交通省令で定める手数料の額は、申請一件につき二万円とする。

(2) The amount of the fee specified by the Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 60 of the Act is 20000 yen per application.

(試験の申請)

(Application for Examination)

第八十二条 特別評価方法認定のための審査に係る試験の申請をしようとする者は、別記第六十二号様式の試験申請書に次に掲げる図書を添えて、これを登録試験機関に提出しなければならない。

Article 82 A person who seeks to apply for testing related to the examination for the certification of special evaluation method must submit a written application for testing using Appended Form No. 62 to a registered testing agency, together with the following drawings and documents:

一 特別評価方法の概要を記載した書類

(i) the document specifying the outline of the special evaluation method;

二 評価方法基準に従った方法のうち、特別評価方法により代えられるべき部分を明

示した書類

(ii) a document clearly indicating the part of the method in accordance with the special evaluation method that should be replaced by the special evaluation method;

三 前二号に掲げるもののほか、平面図、立面図、断面図、構造詳細図、構造計算書、実験の結果その他の試験を実施するために必要な事項を記載した図書

(iii) beyond what is listed in the preceding two items, drawings and documents that state necessary matters for conducting the test, such as floor plans, elevations, sectional views, detailed structural drawings, structural calculation sheets, and the results of experiments.

(証明書の交付等)

(Issuance of Certificates)

第八十三条 登録試験機関は、試験を実施したときは、別記第六十三号様式の試験の結果の証明書（次項において「証明書」という。）を申請者に交付しなければならない。

Article 83 (1) When a registered testing agency conducts a test, it must issue a certificate of the results of the test using Appended Form No. 63 (referred to as "certificate" in the following paragraph) to the applicant.

2 証明書の交付を受けた者は、証明書を滅失し、汚損し、又は破損したときは、証明書の再交付を申請することができる。

(2) A person who has been issued with a certificate may apply for reissuance of the certificate when the certificate has been lost, soiled or damaged.

第二節 登録試験機関

Section 2 Registered Testing Agency

(登録試験機関に係る登録の申請)

(Application for Accreditation as a Registered Testing Agency)

第八十四条 法第六十一条第一項に規定する登録を受けようとする者は、別記第六十四号様式の登録試験機関登録申請書に次に掲げる書類を添えて、これを国土交通大臣に提出しなければならない。

Article 84 A person seeking to be registered as prescribed in Article 61, paragraph (1) of the Act must submit a written application for registration of a registered testing agency using Appended Form No. 64 to the Minister of Land, Infrastructure, Transport and Tourism, together with the following documents:

一 定款又は寄附行為及び登記事項証明書

(i) the articles of incorporation, articles of endowment, and certificate of registered information;

二 申請の日の属する事業年度の前事業年度における財産目録及び貸借対照表。ただし、申請の日の属する事業年度に設立された法人にあっては、その設立時における財産目録とする。

- (ii) the inventory of assets and the balance sheet for the business year preceding the business year to which the date of application belongs; provided, however, that in the case of a corporation established in the business year to which the date of application belongs, the inventory of assets at the time of establishment;
- 三 申請に係る意思の決定を証する書類
- (iii) a document certifying the decision of intent made concerning the application;
- 四 申請者（法人である場合はその役員）の氏名及び略歴（申請者が住宅関連事業者の役員又は職員（過去二年間に当該住宅関連事業者の役員又は職員であった者を含む。）である場合には、その旨を含む。）を記載した書類
- (iv) a document stating the name and brief biographical outline of the applicant (if the applicant is a corporation, its officer) (if the applicant is an officer or employee of a housing-related business operator (including a person who was an officer or employee of the relevant housing-related business operator in the past two years), including a statement to that effect);
- 五 主要な株主の構成を記載した書類
- (v) a document stating the composition of the major shareholders;
- 六 組織及び運営に関する事項（試験の業務以外の業務を行っている場合は、当該業務の種類及び概要）を記載した書類
- (vi) a document describing the matters related to the organization and operation (if any operation other than the operation of testing is conducted, the type and outline of that operation);
- 七 申請者が法第八条第一号及び第二号に規定する者に該当しない旨の市町村の長の証明書
- (vii) a certificate from the head of the municipality stating to the effect that the applicant does not fall under any of the persons provided for in Article 8, items (i) and (ii) of the Act;
- 八 申請者が法第八条第三号及び法第六十二条第二号から第四号までに該当しない旨を誓約する書面
- (viii) a document in which the applicant pledges to the effect of not falling under any of the provisions of Article 8, item (iii) of the Act and Article 62, items (ii) through (iv) of the Act;
- 九 試験の業務を行う部門の専任の管理者の氏名及び略歴を記載した書類
- (ix) a document stating the name and brief biographical outline of the full-time manager of the section in charge of the operation of testing;
- 十 試験員となるべき者の氏名及び略歴を記載した書類並びに当該者が法第六十四条各号に掲げる者であることを証する書類
- (x) a document stating the name and brief biographical outline of a person who is to be an examiner and a document certifying that the person falls under any of the persons stated in the items of Article 64 of the Act;

十一 その他参考となる事項を記載した書類

(xi) a document containing any other matters which would serve as reference information.

(心身の故障により試験の業務を適正に行うことができない者)

(Persons Unable to Properly Perform the Operation of Testing Due to Mental or Physical Disorder)

第八十四条の二 法第六十二条第三号の国土交通省令で定める者は、精神の機能の障害により試験の業務を適正に行うに当たって必要な認知、判断及び意思疎通を適切に行うことができない者とする。

Article 84-2 The person specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 62, item (iii) of the Act, is a person who is unable to adequately carry out the cognition, decision making, and communication necessary for properly conducting the operation of testing due to a mental disorder.

(登録試験機関登録簿の記載事項)

(Matters to Be Included in the Registry of Registered Testing Agency)

第八十五条 法第六十三条第二項第六号の国土交通省令で定める事項は、次に掲げるものとする。

Article 85 The matters specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 63, paragraph (2), item (vi) of the Act are as follows:

一 登録試験機関が法人である場合は、役員の氏名

(i) if the registered testing agency is a corporation, the names of its officers;

二 試験の業務を行う部門の専任の管理者の氏名

(ii) the name of the full-time manager of the section in charge of the operation of testing;

(公示事項)

(Matters to Be Publicly Notified)

第八十六条 法第六十一条第三項において準用する法第十条第一項の国土交通省令で定める事項は、前条各号に掲げる事項とする。

Article 86 The matters specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 10, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act, are the matters stated in the items of the preceding Article.

(登録試験機関に係る事項の変更の届出)

(Notification of Changes to Matters Related to a Registered Testing Agency)

第八十七条 登録試験機関は、法第六十一条第三項において準用する法第十条第二項の

規定により法第六十三条第二項第二号又は第四号から第六号までに掲げる事項を変更しようとするときは、別記第六十五号様式の登録試験機関変更届出書に第八十四条各号に掲げる書類のうち変更に係るものを添えて、これを国土交通大臣に提出しなければならない。同条ただし書の規定は、この場合について準用する。

Article 87 If a registered testing agency seeks to change any of the matters stated in Article 63, paragraph (2), items (ii), or (iv) through (vi) of the Act pursuant to the provisions of Article 10, paragraph (2) of the Act as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act, the registered testing agency must submit a written notification of change of a registered testing agency using Appended Form No. 65 to the Minister of Land, Infrastructure, Transport and Tourism, together with the documents stated in the items of Article 84 which relate to the change. The provisions of the proviso to that Article apply mutatis mutandis to this case.

(登録試験機関に係る登録の更新)

(Renewal of Accreditation Related to Registered Testing Agency)

第八十八条 登録試験機関は、法第六十一条第三項において準用する法第十一条第一項の登録の更新を受けようとするときは、別記第六十六号様式の登録試験機関登録更新申請書に第八十四条各号に掲げる書類を添えて、これを国土交通大臣に提出しなければならない。同条ただし書の規定は、この場合について準用する。

Article 88 (1) If a registered testing agency seeks a renewal of registration as referred to in Article 11, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act, it must submit a written application for renewal of registration of a registered testing agency using Appended Form No. 66 to the Minister of Land, Infrastructure, Transport and Tourism, together with the documents stated in the items of Article 84. The provisions of the proviso to that Article apply mutatis mutandis to this case.

2 第八十五条の規定は、登録試験機関が登録の更新を行う場合について準用する。

(2) The provisions of Article 85 apply mutatis mutandis when a registered testing agency renews its registration.

(承継の届出)

(Notification of Succession)

第八十九条 法第六十一条第三項において準用する法第十二条第二項の規定により登録試験機関の地位の承継の届出をしようとする者は、別記第六十七号様式の登録試験機関事業承継届出書に次に掲げる書類を添えて、これを国土交通大臣に提出しなければならない。

Article 89 A person who seeks to make a notification of the succession of the status of a registered testing agency pursuant to the provisions of Article 12, paragraph (2) of the Act as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act must submit a written notification of succession of

business of a registered testing agency using Appended Form No. 67 to the Minister of Land, Infrastructure, Transport and Tourism, together with the following documents:

一 法第六十一条第三項において準用する法第十二条第一項の規定により登録試験機関の事業の全部を譲り受けて登録試験機関の地位を承継した者にあつては、別記第六十八号様式の登録試験機関事業譲渡証明書及び事業の全部の譲渡しがあつたことを証する書面

(i) in cases of a person who has succeeded to the status of a registered testing agency by receiving the transfer of all of its operations pursuant to the provisions of Article 12, paragraph (1) of the Act as applied *mutatis mutandis* pursuant to Article 61, paragraph (3) of the Act, a receipt of transfer of ownership of operations of a registered testing agency using Appended Form No. 68, and a document certifying that all of the operations have been transferred;

二 法第六十一条第三項において準用する法第十二条第一項の規定により登録試験機関の地位を承継した相続人であつて、二以上の相続人の全員の同意により選定されたものにあつては、別記第六十九号様式の登録試験機関事業相続同意証明書及び戸籍謄本

(ii) in the case of an heir who has succeeded to the status of a registered testing agency pursuant to the provisions of Article 12, paragraph (1) of the Act as applied *mutatis mutandis* pursuant to Article 61, paragraph (3) of the Act, and who has been selected by the unanimous consent of two or more heirs, a certificate of consent to business succession of the registered testing agency, and a transcript of the family register using Appended Form No. 69;

三 法第六十一条第三項において準用する法第十二条第一項の規定により登録試験機関の地位を承継した相続人であつて、前号の相続人以外のものにあつては、別記第七十号様式の登録試験機関事業相続証明書及び戸籍謄本

(iii) in the case of an heir who has succeeded to the status of the registered testing agency pursuant to the provisions of Article 12, paragraph (1) of the Act, as applied *mutatis mutandis* pursuant to Article 61, paragraph (3) of the Act and who is not an heir referred to in the preceding item, a certificate of business succession of the registered testing agency, and a transcript of the family register using Appended Form No. 70;

四 法第六十一条第三項において準用する法第十二条第一項の規定により合併によつて登録試験機関の地位を承継した法人にあつては、その法人の登記事項証明書

(iv) in the case of a corporation which has succeeded to the status of a registered testing agency through a merger pursuant to the provisions of Article 12, paragraph (1) of the Act, as applied *mutatis mutandis* pursuant to Article 61, paragraph (3) of the Act, the certificate of registered information of the corporation;

五 法第六十一条第三項において準用する法第十二条第一項の規定により分割によつ

て登録試験機関の地位を承継した法人にあっては、別記第七十一号様式の登録試験機関事業承継証明書、事業の全部の承継があったことを証する書面及びその法人の登記事項証明書

- (v) in the case of a corporation that has succeeded to the status of a registered testing agency through a split pursuant to the provisions of Article 12, paragraph (1) of the Act, as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act, the certificate of business succession of the registered testing agency using Appended Form No. 71, a document certifying that all of the operations have been succeeded to, and the certificate of registered information of the corporation.

(試験の業務の実施基準)

(Implementation Standards for Operation of Testing)

第九十条 法第六十一条第三項において準用する法第十五条第二項の国土交通省令で定める基準は、次に掲げるとおりとする。

Article 90 The criteria specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 15, paragraph (2) of the Act, as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act, are as stated in the following:

一 次に定める方法に従い、試験員二名以上によって行うこと。

- (i) the test is to be conducted by two or more examiners in accordance with the following methods:

イ 第八十二条第一項各号に掲げる図書をもって審査を行うこと。

- (a) conducting an examination using the drawings and documents stated in the items of Article 82, paragraph (1);

ロ 審査を行うに際し、図書の記載事項に疑義があり、提出された図書のみでは試験を行うことが困難であると認めるときは、追加の図書を求めて審査を行うこと。

- (b) when conducting an examination, if it is found that there are questions about the matters stated in the drawings and documents, and it is difficult to conduct a test only with the submitted drawings and documents, an examination is to be conducted by requesting additional drawings and documents;

ハ イ又はロの図書のみでは、試験を行うことが困難であると認めるときは、申請者にその旨を通知し、試験に係る実物等の提出を受け、当該試験を行うことが困難であると認める事項について追加試験その他の方法により審査を行うこと。

- (c) if it is found to be difficult to conduct a test using only the drawings and documents referred to in (a) or (b), notifying the applicant to that effect, receiving the submission of the actual objects, etc. related to the examination, and examining the matters found to be difficult to conduct the test by conducting additional tests or other methods;

二 登録試験機関が試験の申請を自ら行った場合その他の場合であって、試験の業務

の公正な実施に支障を及ぼすおそれがあるものとして国土交通大臣が定める場合においては、これらの申請に係る試験を行わないこと。

(ii) if a registered testing agency has filed an application for the test or in other cases, and if the Minister of Land, Infrastructure, Transport and Tourism prescribes that the test may hinder the fair implementation of operation of testing, the test related to the application is not to be conducted;

三 試験の業務を行う部門の専任の管理者は、登録試験機関の役員又は当該部門を管理する上で必要な権限を有する者であること。

(iii) the full-time manager of the section in charge of the operation of testing is an officer of the registered testing agency, or a person who has the authority necessary to manage the section;

四 試験の業務に関し支払うことのある損害賠償のため保険契約を締結していること。

(iv) that an insurance contract has been concluded for compensation for loss or damage which may be paid in relation to the operation of testing.

(電磁的記録に記録された事項を表示する方法)

(Method of Indicating Matters Recorded in Electronic or Magnetic Records)

第九十一条 法第六十一条第三項において準用する法第十八条第二項第三号の国土交通省令で定める方法は、当該電磁的記録に記録された事項を紙面又は出力装置の映像面に表示する方法とする。

Article 91 The method specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 18, paragraph (2), item (iii) of the Act, as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act, is the method of indicating the matters recorded in the relevant electronic or magnetic records on paper or on the screen of an output device.

(電磁的記録に記録された事項を提供するための電磁的方法)

(Electronic or Magnetic Means for Providing Matters Recorded in Electronic or Magnetic Records)

第九十二条 法第六十一条第三項において準用する法第十八条第二項第四号の国土交通省令で定める電磁的方法は、次に掲げるもののうち、登録試験機関が定めるものとする。

Article 92 (1) The electronic or magnetic means specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism as referred to in Article 18, paragraph (2), item (iv) of the Act as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act is either of the following means specified by the registered testing agency:

一 登録試験機関の使用に係る電子計算機と法第六十一条第三項において準用する法第十八条第二項第四号に掲げる請求をした者（以下この条において「請求者」という。）の使用に係る電子計算機とを電気通信回線で接続した電子情報処理組織を使用する方法であって、当該電気通信回線を通じて情報が送信され、請求者の使用に

係る電子計算機に備えられたファイルに当該情報が記録されるもの

- (i) the method of using an electronic data processing system that links the computer used by the registered testing agency and the computer used by the person who made the request stated in Article 18, paragraph (2), item (iv) of the Act, as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act (referred to below as the "requester" in this Article) through a telecommunications line, in which information is transmitted through the telecommunications line and recorded in a file stored in the computer used by the requester.

二 磁気ディスクをもって調製するファイルに情報を記録したものを請求者に交付する方法

- (ii) the method of delivering a file containing the information that has been prepared using a magnetic disk to the requester;

2 前項各号に掲げる方法は、請求者がファイルへの記録を出力することによる書面を作成できるものでなければならない。

- (2) The methods stated in the items of the preceding paragraph must be those that enable the requester to create a document by outputting the information recorded in the file.

(帳簿)

(Books)

第九十三条 法第六十一条第三項において準用する法第十九条第一項の試験の業務に関する事項で国土交通省令で定めるものは、次に掲げるものとする。

Article 93 (1) The matters related to the operation of testing provided for in Article 19, paragraph (1) of the Act, as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act, which are specified by Order of the Order of the Ministry of Land, Infrastructure, Transport and Tourism, are as stated in the following:

一 試験を申請した者の氏名又は名称及び住所

- (i) the name and address of the person who applied for the test;

二 試験の申請に係る特別評価方法の名称

- (ii) the name of the special evaluation method related to the application for the test;

三 当該特別評価方法を用いて評価されるべき性能表示事項

- (iii) the matters to be indicated on performance that are to be evaluated by using the special evaluation method;

四 試験の申請を受けた年月日

- (iv) the date on which the application for the test was received;

五 試験を行った試験員の氏名

- (v) the name of the examiner who conducted the test;

六 証明書の交付を行った年月日

(vi) the date on which the certificate was issued.

- 2 前項各号に掲げる事項が、電子計算機に備えられたファイル又は磁気ディスクに記録され、必要に応じ登録試験機関において電子計算機その他の機器を用いて明確に紙面に表示されるときは、当該記録をもって法第六十一条第三項において準用する法第十九条第一項の帳簿（次項において単に「帳簿」という。）への記載に代えることができる。

(2) If the matters stated in the items of the preceding paragraph are recorded in a file or a magnetic disc stored or installed in the computer and can be clearly displayed on paper as necessary by the registered testing agency through the use of a computer or other device, the record may replace the entry in the book referred to in Article 19, paragraph (1) of the Act, as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act (simply referred to as the "books" in the following paragraph).

- 3 登録試験機関は、帳簿（前項の規定による記録が行われた同項のファイル又は磁気ディスクを含む。第九十七条第二号において同じ。）は、試験の業務の全部を廃止するまで保存しなければならない。

(3) A registered testing agency must keep books (including the file or magnetic disk under the preceding paragraph in which records are recorded pursuant to the provisions of the same paragraph; the same applies in Article 97, item (ii)) until it discontinues all of the operation of testing.

（書類の保存）

(Preservation of Documents)

第九十四条 法第六十一条第三項において準用する法第十九条第二項の試験の業務に関する書類で国土交通省令で定めるものは、第八十二条第一項各号に掲げる図書及び証明書の写しその他の審査の結果を記載した書類とする。

Article 94 (1) The documents specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism concerning the operation of testing referred to in Article 19, paragraph (2) of the Act, as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act, are the drawings and documents stated in the items of Article 82, paragraph (1), copies of certificates and other documents stating the results of the examination.

- 2 前項の書類が、電子計算機に備えられたファイル又は磁気ディスクに記録され、必要に応じ登録試験機関において電子計算機その他の機器を用いて明確に紙面に表示されるときは、当該ファイル又は磁気ディスクをもって同項の書類に代えることができる。

(2) If the documents referred to in the preceding paragraph are recorded in a file or magnetic disc stored or installed in the computer and can be clearly displayed on paper as necessary by the registered testing agency through the use of a computer or other device, the relevant file or magnetic disc may be substituted for the documents referred to in the preceding paragraph.

3 登録試験機関は、第一項の書類（前項の規定による記録が行われた同項のファイル又は磁気ディスクを含む。第九十七条第二号において単に「書類」という。）を、当該書類に係る特別評価方法認定が取り消されたときから二十年間保存しなければならない。

(3) A registered testing agency must preserve the documents referred to in paragraph (1) (including the file or magnetic disk referred to in the preceding paragraph in which the information has been recorded pursuant to the provisions of the same paragraph; simply referred to as the "documents" in Article 97, item (ii)) for 20 years from the time when the certification of special evaluation method related to the documents is revoked.

（登録試験機関に係る業務の休廃止の届出）

(Notification of Suspension or Discontinuation of Operations Related to a Registered Testing Agency)

第九十五条 登録試験機関は、法第六十一条第三項において準用する法第二十三条第一項の規定により試験の業務の全部又は一部を休止し、又は廃止しようとするときは、別記第七十二号様式の登録試験機関業務休廃止届出書を国土交通大臣に提出しなければならない。

Article 95 If a registered testing agency seeks to suspend or discontinue all or part of the operation of testing pursuant to the provisions of Article 23, paragraph (1) of the Act, as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act, it must submit a written notification of suspension or discontinuation of the operation of testing of a registered testing agency using Appended Form No. 72 to the Minister of Land, Infrastructure, Transport and Tourism.

（試験業務規程）

(Operational Rules of Testing)

第九十六条 登録試験機関は、法第六十一条第三項において準用する法第四十九条第一項前段の規定により試験業務規程の届出をしようとするときは、別記第七十三号様式の登録試験機関試験業務規程届出書を国土交通大臣に提出しなければならない。

Article 96 (1) When a registered testing agency seeks to make a notification of the operational rules of testing pursuant to the provisions of the first sentence of Article 49, paragraph (1) of the Act, as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act, it must submit a written notification of operational rules of testing of registered testing agency using Appended Form No. 73 to the Minister of Land, Infrastructure, Transport and Tourism.

2 登録試験機関は、法第六十一条第三項において準用する法第四十九条第一項後段の規定により試験業務規程の変更の届出をしようとするときは、別記第七十四号様式の登録試験機関試験業務規程変更届出書を国土交通大臣に提出しなければならない。

(2) If a registered testing agency seeks to make a notification of changes to the r

operational rules of testing pursuant to the provisions of the second sentence of Article 49, paragraph (1) of the Act, as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act, it must submit a written notification of changes to the operational rules of testing of a registered testing agency using Appended Form No. 74 to the Minister of Land, Infrastructure, Transport and Tourism.

3 法第六十一条第三項において準用する法第四十九条第二項の国土交通省令で定める事項は、次に掲げるものとする。

(3) The matters specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 49, paragraph (2) of the Act, as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act, are the following:

一 試験の業務を行う時間及び休日に関する事項

(i) the matters concerning the hours during which the operation of testing are conducted and holidays;

二 事務所の所在地及びその事務所が試験の業務を行う区域に関する事項

(ii) the matters concerning the location of the office and the area where the office conducts the operation of testing;

三 試験を行う住宅の種類その他試験の業務の範囲に関する事項

(iii) the type of house subject to the test and other matters concerning the scope of the operation of testing;

四 試験の業務の実施の方法に関する事項

(iv) the matters concerning the method of conducting the operation of testing;

五 試験の業務に関する料金及びその収納の方法に関する事項

(v) the matters concerning the fees for the operation of testing and the method of receipt of the fees;

六 試験員の選任及び解任に関する事項

(vi) the matters concerning the appointment and dismissal of examiners;

七 試験の業務に関する秘密の保持に関する事項

(vii) the matters concerning the maintenance of confidential information related to the operation of testing;

八 試験の業務の実施及び管理の体制に関する事項

(viii) matters concerning the system for implementing and managing the operation of testing;

九 第九十三条第三項に規定する帳簿その他の試験の業務に関する書類の管理に関する事項

(ix) the matters concerning the management of books and other documents related to the operation of testing prescribed in Article 93, paragraph (3);

十 財務諸表等（法第六十一条第三項において準用する法第十八条第一項に規定する財務諸表等をいう。以下この号において同じ。）の備付け及び財務諸表等に係る法第六十一条第三項において準用する法第十八条第二項各号に掲げる請求の受付に関

する事項

- (x) the matters related to the keeping of financial statements, etc. (meaning the financial statements, etc. prescribed in Article 18, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act; the same applies below in this item) and the acceptance of requests stated in the items of Article 18, paragraph (2) of the Act as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act related to financial statements, etc.;

十一 試験の業務に関する公正の確保に関する事項

- (xi) the matters concerning the securing of fairness in the operation of testing;

十二 その他試験の業務の実施に関し必要な事項

- (xii) any other matters necessary for conducting the operation of testing;

- 4 登録試験機関は、試験業務規程を試験の業務を行うすべての事務所で業務時間内に公衆に閲覧させるとともに、インターネットを利用して閲覧に供する方法により公表するものとする。

- (4) A a registered testing agency is to make its the rules for operation of testing available for public inspection at all offices where the operation of testing is conducted during business hours, and is to publicize them by making them available for public inspection via the internet.

(試験の業務の引継ぎ)

(Succession of Operation of Testing)

第九十七条 登録試験機関は、法第六十一条第三項において準用する法第五十六条第三項に規定する場合には、次に掲げる行為をしなければならない。

Article 97 In the case provided for in Article 56, paragraph (3) of the Act as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act, a registered testing agency must perform the following acts:

一 試験の業務を国土交通大臣に引き継ぐこと。

- (i) to transfer the operation of testing to the Minister of Land, Infrastructure, Transport and Tourism;

二 試験の業務に関する帳簿及び書類を国土交通大臣に引き継ぐこと。

- (ii) to transfer the books and documents related to the operation of testing to the Minister of Land, Infrastructure, Transport and Tourism.

三 その他国土交通大臣が必要と認める行為

- (iii) other acts that the Minister of Land, Infrastructure, Transport and Tourism finds to be necessary.

(国土交通大臣が行う試験の手数料の納付の方法)

(Method of Payment of Test Fees by the Minister of Land, Infrastructure, Transport and Tourism)

第九十八条 法第六十一条第三項において準用する法第五十七条の規定による手数料の

納付は、当該手数料の金額に相当する額の収入印紙をもって行うものとする。ただし、印紙をもって納め難い事由があるときは、現金をもってすることができる。

Article 98 The payment of fees under Article 57 of the Act as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act is to be made in revenue stamps of an amount equivalent to the amount of the fees; provided, however, that if there are grounds making it difficult to pay the fees by revenue stamps, the payment may be made in cash.

(国土交通大臣が行う試験の手数料の額)

(Amount of Fees for Tests Conducted by the Minister of Land, Infrastructure, Transport and Tourism)

第九十九条 法第六十一条第三項において準用する法第五十七条の国土交通省令で定める手数料の額は、申請一件につき、次の表の（い）欄に掲げる試験の区分に応じ、（ろ）欄及び（は）欄に掲げる額の合計額を加算した額とする。

Article 99 (1) The amount of the fee specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 57 of the Act as applied mutatis mutandis pursuant to Article 61, paragraph (3) of the Act is the amount arrived at when the sum total of the amounts listed in columns (b) and (c) is added for the category of tests listed in column (a) of the following table, per application.

(い) (a)	(ろ) (b)	(は) (c)
特別の建築材料に応じて評価する方法の認定のための審査に必要な試験 Tests Necessary for Examination to Certify the Method of Evaluating Special Building Materials	二十九万円 290,000 yen	四万円 40,000 yen
総面積の合計が五百平方メートル以内のもの Those with a total floor area of 500 square meters or less	三十七万円 370,000 yen	五万円 50,000 yen

床面積の合計が五百平方メートルを超え、三千平方メートル以内のもの Those with a total floor area exceeding 500 square meters and up to 3000 square meters	五十八万円 580,000 yen	七万円 70,000 yen
床面積の合計が三千平方メートルを超え、一万平方メートル以内のもの Those with a total floor area exceeding 3000 square meters and up to 10,000 square meters	八十六万円 860,000 yen	十万円 100,000 yen
床面積の合計が一万平方メートルを超えるもの Those with a total floor area exceeding 10,000 square meters	百十一万円 1,100,000 yen.	十一万円 110,000 yen

右に掲げる試験以外の もの Tests other than those listed below e s t s N e c e s s a r y f o r E x a m i n a t i o n f o r A p p r o v a l o f M e t h o d	三十六万円 360,000 yen	五万円 50,000 yen
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特別の試験方法に応じて評価する方法の認定のための審査に必要な試験 Tests Necessary for Examination to Certify a Method that Conducts Evaluation in Accordance with a Special Test Method	四十六万円 460,000 yen	五万円 50,000 yen
特別の計算方法に応じて評価する方法の認定のための審査に必要な試験 Tests Necessary for Examination to Certify the Method of Evaluation Depending on Special Calculation Methods	四十六万円 460,000 yen	五万円 50,000 yen

2 次の各号に掲げる場合の手数料は、前項の規定にかかわらず、次の各号に掲げる場合の区分に応じ、それぞれ当該各号に定める額とする。

(2) Notwithstanding the provisions of the preceding paragraph, the fees in the cases stated in the following items are the amounts specified respectively in those items for the category of cases stated in the relevant item:

- 一 建築基準法第六十八条の二十五第一項の構造方法等の認定その他建築材料又は建築物に係る構造方法、試験方法若しくは計算方法に関する認定、評定又はこれらに類するもので国土交通大臣が認めるもの（次号において「技術的認定等」という。）を受けた特別評価方法（建築材料又は構造方法に係るものに限る。）の認定のための審査に必要な試験を受けようとする場合 申請一件につき、前項の表の（い）欄に掲げる試験の区分に応じ、（ろ）欄に掲げる額に二分の一を乗じた額及び（は）欄に掲げる額の合計額を加算した額

(i) when the applicant intends to undergo a test necessary for the examination to certify the special evaluation methods (limited to those related to building materials or structural methods) for which a certification for structural methods, etc. referred to in Article 68-25, paragraph (1) of the Building Standards Act, a certification or evaluation concerning structural methods, test methods or calculation methods related to building materials or buildings, or a similar certification or evaluation that is approved by the Minister of Land, Infrastructure, Transport and Tourism (referred to as

"technical certification and notice" in the following item) has been obtained: the amount obtained by multiplying the amount listed in column (b) by one half and adding the sum of the amounts listed in column (c), in accordance with the classification of tests listed in column (a) of the Table in the preceding paragraph, per application;

二 技術的認定等を受けた特別評価方法（試験方法又は計算方法に係るものに限る。）の認定のための審査に必要な試験を受けようとする場合 申請一件につき、前項の表の（い）欄に掲げる試験の区分に応じ、（ろ）欄に掲げる額に三分の二を乗じた額及び（は）欄に掲げる額の合計額を加算した額

(ii) if the applicant seeks to undergo a test necessary for the examination to certify the special evaluation method for which a technical certification and notice has been granted (limited to a method related to a testing method or a calculation method): the amount arrived at when the amount stated in column (b) is multiplied by two-thirds and the sum total of the amounts stated in column (c) is added per application, for the category of tests stated in column (a) of the Table in the preceding paragraph;

三 一の申請において、前項の表の（い）欄に掲げる二以上の試験の区分について試験を受けようとする場合 それぞれの試験の区分に係る（ろ）欄に掲げる額（第一号に規定する場合にあっては（ろ）欄に掲げる額に二分の一を乗じた額、前号に規定する場合にあっては（ろ）欄に掲げる額に三分の二を乗じた額）の合計額及びそれぞれの試験の区分に係る（は）欄に掲げる額のうち最も大きい額の合計額を加算した額

(iii) if a person seeks to take a test for two or more categories of tests set forth in column (a) of the table in the preceding paragraph in a single application: the amount obtained by adding the total of the amount stated in column (b) for each category of tests (the amount stated in column (b) multiplied by one half in the case prescribed in item (i); the amount stated in column (b) multiplied by two-thirds in the case prescribed in the preceding item) and the total of the largest amount stated in column (c) for each category of tests.

第四章 住宅に係る紛争の処理体制

Chapter IV System for Handling Disputes on Housing

第一節 指定住宅紛争処理機関

Section 1 Designated Housing Dispute Resolution Agency

（指定住宅紛争処理機関に係る指定の申請）

(Application for Designation as a Designated Housing Dispute Resolution Agency)

第百条 法第六十六条第一項の規定による指定を受けようとする者は、次に掲げる事項を記載した申請書を国土交通大臣に提出しなければならない。

Article 100 (1) A person who intends to obtain a designation under Article 66,

paragraph (1) of the Act must submit a written application stating the following matters to the Minister of Land, Infrastructure, Transport and Tourism:

一 名称及び住所

(i) their name and address;

二 紛争処理の業務を行おうとする事務所の所在地

(ii) the location of the office where the operation of dispute resolution is to be carried out;

三 紛争処理の業務を開始しようとする年月日

(iii) the date on which the designated housing dispute resolution agency intends to commence the operation of dispute resolution.

2 前項の申請書には、指定の申請をしようとする者が弁護士会である場合にあっては第一号、第四号、第六号及び第八号、弁護士会以外の者である場合にあっては次の各号に掲げる書類を添付しなければならない。

(2) The written application referred to in the preceding paragraph must be accompanied by the documents stated in items (i), (iv), (vi), and (viii), if the person seeking to apply for the designation is a bar association, and by the documents stated in the following items if the person seeking to apply for the designation is a person other than an bar association:

一 弁護士法（昭和二十四年法律第二百五号）第三十三条第一項に規定する会則又は定款及び登記事項証明書

(i) the articles of association prescribed in Article 33, paragraph (1) of the Attorneys Act (Act No. 205 of 1949), or articles of incorporation, and certificate of registered information;

二 申請の日の属する事業年度の前事業年度における財産目録（申請の日の属する事業年度に設立された法人にあっては、その設立時における財産目録）及び貸借対照表

(ii) the inventory of property for the business year preceding the business year to which the date of application belongs (in the case of a corporation established in the business year to which the date of application belongs, the inventory of property at the time of establishment) and the balance sheet;

三 申請に係る意思の決定を証する書類

(iii) a document certifying the decision of intent made concerning the application;

四 役員の氏名及び略歴を記載した書類

(iv) a document stating the names and brief biographical outlines of officers;

五 組織及び運営に関する事項を記載した書類

(v) a document stating the matters related to the organization and operation;

六 紛争処理委員となるべき者の氏名及び略歴を記載した書類

(vi) a document stating the name and brief biographical outline of the persons to become the dispute resolution committee members;

七 現に行っている業務の概要を記載した書類

(vii) a document stating the outline of the business currently conducted;

八 その他参考となる事項を記載した書類

(viii) a document containing any other matters which would serve as reference information.

(紛争処理委員の変更の届出)

(Notification of a Change of Dispute Resolution Committee Members)

第百一条 指定住宅紛争処理機関は、紛争処理委員に変更があった場合においては、遅滞なく、新たに選任した紛争処理委員の氏名及び略歴を記載した書類を添付して、その旨を国土交通大臣に届け出なければならない。

Article 101 If there has been a change in dispute resolution committee members, the designated housing dispute resolution agency must notify the Minister of Land, Infrastructure, Transport and Tourism to that effect without delay, attaching a document stating the name and brief biographical outline of the newly appointed dispute resolution committee member.

(指定住宅紛争処理機関である旨の掲示等)

(Posting to the Effect that the Agency is a Designated Housing Dispute Resolution Agency)

第百二条 指定住宅紛争処理機関は、当該機関の名称及び「指定住宅紛争処理機関」の文字を、当該機関の事務所の入口又は受付の付近の見やすい場所に掲示するとともに、当該機関のウェブサイトに掲載して公衆の閲覧に供しなければならない。

Article 102 A designated housing dispute resolution agency must display the name of the agency and the characters "designated housing dispute resolution agency" at an easily visible place near the entrance or reception area of the agency's office, while also posting them on the agency's website for public inspection.

(指定住宅紛争処理機関に係る業務の休廃止の届出)

(Notification of Suspension or Discontinuation of Operation Related to a Designated Housing Dispute Resolution Agency)

第百三条 指定住宅紛争処理機関は、法第六十六条第三項において準用する法第二十三条第一項の規定により紛争処理の業務の全部又は一部を休止し、又は廃止しようとするときは、別記第七十五号様式の指定住宅紛争処理機関業務休廃止届出書を国土交通大臣に提出しなければならない。

Article 103 When a designated housing dispute resolution agency seeks to suspend or discontinue all or part of the operation of dispute resolution pursuant to the provisions of Article 23, paragraph (1) of the Act, as applied mutatis mutandis pursuant to Article 66, paragraph (3) of the Act, the designated housing dispute resolution agency must submit to the Minister of

Land, Infrastructure, Transport and Tourism a written notification of suspension or discontinuation of operation of a designated housing dispute resolution agency using Appended Form No. 75.

(住宅紛争処理の申請)

(Application for Housing Dispute Resolution)

第百四条 住宅紛争処理の申請をしようとする者は、別記第七十六号様式の住宅紛争処理申請書（次項及び第百五条の二において単に「住宅紛争処理申請書」という。）を指定住宅紛争処理機関に提出しなければならない。

Article 104 (1) A person who seeks to apply for housing dispute resolution must submit a written application for housing dispute resolution using Appended Form No. 76 (simply referred to as "written application for housing dispute resolution" in the following paragraph and Article 105-2) to a designated housing dispute resolution agency.

2 仲裁の申請をする場合においては、法による仲裁に付する旨の合意を証する書面を住宅紛争処理申請書に添付しなければならない。

(2) When filing an application for arbitration, a document certifying an agreement to refer the dispute to arbitration under the Act must be attached to the written application for housing dispute resolution.

3 前項の場合において、仲裁合意が仲裁法（平成十五年法律第百三十八号）第十三条第四項に規定する電磁的記録によってされたときは、書面に代えて電磁的記録を添付することができる。

(3) In the case referred to in the preceding paragraph, if the arbitration agreement has been made by means of an electronic or magnetic record as prescribed in Article 13, paragraph (4) of the Arbitration Act (Act No. 138 of 2003), the electronic or magnetic record may be attached in lieu of the document.

(あっせん又は調停の開始)

(Commencement of Mediation or Conciliation)

第百五条 指定住宅紛争処理機関は、当事者の双方又は一方から、あっせん又は調停の申請がなされたときは、あっせん又は調停を行う。

Article 105 When an application for mediation or conciliation has been filed by either one or both of the parties, the designated housing dispute resolution agency conducts mediation or conciliation.

(紛争処理の通知)

(Notice of Dispute Resolution)

第百五条の二 指定住宅紛争処理機関は、当事者の一方からあっせん又は調停の申請がなされたときは住宅紛争処理申請書の写しを添えてその相手方に対し、遅滞なく、その旨を通知しなければならない。

Article 105-2 When an application for mediation or conciliation has been filed by one of the parties, a designated housing dispute resolution agency must notify the other party to that effect, without delay, by attaching a copy of the written application for housing dispute resolution.

(申請の変更)

(Change of Application)

第百五条の三 あっせん又は調停の申請人は、住宅紛争処理を求める事項を変更することができる。ただし、これにより、当該あっせん又は調停の手続を著しく遅延させる場合は、この限りでない。

Article 105-3 (1) An applicant for mediation or conciliation may change the matters for which housing dispute resolution is sought; provided, however, that this does not apply if doing so would substantially delay the mediation or conciliation proceedings.

2 指定住宅紛争処理機関は、前項の規定による変更の申請がなされたときは、その相手方に対し、遅滞なく、その旨を通知しなければならない。

(2) If an application for a change under the preceding paragraph has been filed, a designated housing dispute resolution agency must notify the other party to that effect, without delay.

(あっせん)

(Mediation)

第百六条 指定住宅紛争処理機関によるあっせんは、三人以内のあっせん委員がこれを行う。

Article 106 (1) Mediation by a designated housing dispute resolution agency is conducted by not more than three mediation members.

2 あっせん委員は、当事者間をあっせんし、双方の主張の要点を確かめ、事件が解決されるように努めるものとする。

(2) A mediation member is to endeavor to resolve the case by mediating between the parties and ascertaining the salient points of both parties' arguments.

(調停)

(Conciliation)

第百七条 指定住宅紛争処理機関による調停は、三人以内の調停委員がこれを行う。

Article 107 (1) Conciliation by a designated housing dispute resolution agency is conducted by not more than three conciliation members.

2 指定住宅紛争処理機関は、調停案を作成し、当事者に対しその受諾を勧告することができる。

(2) A designated housing dispute resolution agency may prepare a conciliation proposal and recommend that the parties accept it.

(あっせん又は調停をしない場合)

(Cases in Which Mediation or Conciliation is Not Conducted)

第百八条 指定住宅紛争処理機関は、紛争がその性質上あっせん若しくは調停をするのに適当でないと認めるとき、又は当事者が不当な目的でみだりにあっせん若しくは調停の申請をしたと認めるときは、あっせん又は調停をしないものとする。

Article 108 If a designated housing dispute resolution agency finds that a dispute is not suited for mediation or conciliation due to its nature, or that a party has filed an application for mediation or conciliation for unjust purposes and without due cause, the agency is not to conduct mediation or conciliation.

(あっせん又は調停の打ち切り)

(Discontinuance of Mediation or Conciliation)

第百八条の二 指定住宅紛争処理機関は、あっせん又は調停に係る法第六十七条第一項に規定する紛争についてあっせん又は調停による解決の見込みがないと認めるときは、あっせん又は調停を打ち切ることができる。

Article 108-2 (1) If a designated housing dispute resolution agency finds that a dispute as prescribed in Article 67, paragraph (1) of the Act that is connected with mediation or conciliation is unlikely to be resolved through mediation or conciliation, the agency may discontinue the mediation or conciliation.

2 指定住宅紛争処理機関は、前項の規定によりあっせん又は調停を打ち切ったときは、その旨を当事者に通知しなければならない。

(2) When a designated housing dispute resolution agency discontinues mediation or conciliation pursuant to the provisions of the preceding paragraph, it must notify the parties to that effect.

(仲裁の開始)

(Commencement of Arbitration)

第百九条 指定住宅紛争処理機関は、当事者間に法による仲裁に付する旨の合意がある場合であって、当事者の双方又は一方から仲裁の申請がなされたときは、仲裁を行う。

Article 109 A designated housing dispute resolution agency conducts arbitration if there is an agreement between the parties to the effect that arbitration under the Act will be referred, and when an application for arbitration has been filed by either one or both of the parties.

(仲裁)

(Arbitration)

第百十条 指定住宅紛争処理機関による仲裁は、三人以内の仲裁委員がこれを行う。

Article 110 (1) Arbitration by a designated housing dispute resolution agency is conducted by not more than three arbitration committee members.

2 仲裁委員は、紛争処理委員のうちから当事者が合意によって選定した者につき、指定住宅紛争処理機関の長が指名する。

- (2) The arbitration committee members are appointed by the head of the designated housing dispute resolution agency from among the dispute resolution committee members selected by agreement of the parties.
- 3 当事者の合意による仲裁委員となるべき者の選定（以下この項において「合意選定」という。）がなされない場合において、合意選定がなされていない仲裁委員となるべき者は、紛争処理委員のうちから指定住宅紛争処理機関の長が指名する。ただし、合意選定がなされていない仲裁委員となるべき者が二人又は三人である場合においては、仲裁委員のうち二人は、紛争処理委員のうちから当事者がそれぞれ一人ずつ選定した者につき、指定住宅紛争処理機関の長が指名する。
- (3) If persons to be the arbitration committee members have not been selected by agreement of the parties (referred to below as "selected by agreement" in this paragraph), the persons to be the arbitration committee members who have not been selected by agreement are appointed by the head of the designated housing dispute resolution agency from among the dispute resolution committee members; provided, however, that if there are two or three persons to be the arbitration committee members who have not been selected by agreement, two of the arbitration committee members are appointed by the head of the designated housing dispute resolution agency from the persons individually selected by each party from among the dispute resolution committee members.
- 4 指定住宅紛争処理機関の行う仲裁については、法及びこの規則に別段の定めがある場合を除いて、仲裁委員を仲裁人とみなして、仲裁法の規定に準じて行うものとする。
- (4) Unless otherwise provided for in the Act and this regulation, arbitration conducted by a designated housing dispute resolution agency is to be conducted in accordance with the provisions of the Arbitration Act by deeming arbitration committee members as arbitrators.

（仲裁委員が欠けた場合の措置）

(Measures to Be Taken in the Event of a Vacancy in the Office of Arbitration Committee Members)

第百十一条 指定住宅紛争処理機関は、仲裁委員が死亡、解任、辞任その他の理由により欠けた場合においては、当事者に対し、遅滞なく、その旨を通知しなければならない。

Article 111 (1) If the position of an arbitration committee member has become vacant due to death, dismissal, resignation, or any other reason, the designated housing dispute resolution agency must notify the parties to that effect, without delay.

2 前条の規定は、仲裁委員が欠けた場合における後任の仲裁委員となるべき者の選定及び後任の仲裁委員の指名について準用する。

(2) The provisions of the preceding Article apply mutatis mutandis to the selection of the persons who are to become the successor arbitration committee

members and the designation of the successor arbitration committee members, in the event of a vacancy in the office of arbitration committee members.

(住宅紛争処理における期日調書等の保存)

(Preservation of a Record of the Date of Proceedings in Housing Dispute Resolution)

第百十二条 指定住宅紛争処理機関は、住宅紛争処理の手續が終了した日から二十年間、審理の経過を記載した期日調書その他当該事件に関する書類を保存しなければならない。

Article 112 (1) A designated housing dispute resolution agency must preserve a record of the date of proceedings and other documents concerning the case, for 20 years from the date on which the procedures for housing dispute resolution are completed.

2 前項の書類が、電子計算機に備えられたファイル又は磁気ディスクに記録され、必要に応じ指定住宅紛争処理機関において電子計算機その他の機器を用いて明確に紙面に表示されるときは、当該ファイル又は磁気ディスクをもって同項の書類に代えることができる。

(2) If the documents referred to in the preceding paragraph are recorded in a file or a magnetic disc stored or installed in the computer and can be clearly displayed on paper as necessary by the designated housing dispute resolution organization through the use of a computer or other device, the relevant file or magnetic disc may be substituted for the documents referred to in the preceding paragraph.

(選任すべき紛争処理委員の数)

(Number of Dispute Resolution Committee Members to Be Appointed)

第百十三条 法第六十八条第一項の国土交通省令で定める数は、十人とする。

Article 113 The number specified by the Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 68, paragraph (1) of the Act, is 10.

(住宅紛争処理の申請手数料)

(Application Fees for Housing Dispute Resolution)

第百十四条 法第七十三条第一項の規定による申請手数料の納付は、住宅紛争処理支援センターが指定する口座に当該申請手数料を振り込み、かつ、その振込みを証明する書面（電磁的記録（電子的方式、磁気的方式その他の人の知覚によっては認識することができない方式で作られる記録であって、電子計算機による情報処理の用に供されるものをいう。第百二十三条第一項において同じ。）を含む。）を、指定住宅紛争処理機関に対し、提出することにより行わなければならない。

Article 114 (1) Payment of the application fee under the provisions of Article 73, paragraph (1) of the Act must be made by transferring the application fee to

the account designated by the housing dispute resolution support center and submitting a document certifying the transfer (including an electronic or magnetic record (meaning a record used in data processing by computer that is created in electronic form, magnetic form, or any other form that cannot be perceived by the human senses; the same applies in Article 123, paragraph (1))) to the designated housing dispute resolution agency.

2 法第七十三条第一項の国土交通省令で定める額は、一万円とする。

(2) The amount specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 73, paragraph (1) of the Act is to be 10,000 yen.

(当事者が負担する費用)

(Costs Borne by the Parties)

第百十五条 指定住宅紛争処理機関は、当事者の申立てに係る鑑定、証人の出頭その他の住宅紛争処理の手續に要する費用で、指定住宅紛争処理機関の長が相当と認めるものを、当事者に負担させることができる。

Article 115 A designated housing dispute resolution agency may have a party bear the costs required for expert examination, the appearance of witnesses, and other procedures for housing dispute resolution related to a petition filed by the party, which are found to be reasonable by the head of the designated housing dispute resolution agency.

(区分経理の方法)

(Method of Separate Accounting)

第百十六条 指定住宅紛争処理機関は、紛争処理の業務に係る経理について特別の勘定を設け、紛争処理の業務に係る経理とその他の業務に係る経理とを区分して整理しなければならない。

Article 116 (1) A designated housing dispute resolution agency must establish a special account concerning the accounting for the operation of dispute resolution, and separate the accounting for the operation of dispute resolution from the accounting for other operations.

2 指定住宅紛争処理機関は、紛争処理の業務とその他の業務の双方に関連する費用については、適正な基準によりそれぞれの業務に配分して経理しなければならない。

(2) A designated housing dispute resolution agency must account for the costs associated with both operation of dispute resolutions and other operations by allocating them to each of those operations based on appropriate standards.

第二節 住宅紛争処理支援センター

Section 2 Housing Dispute Resolution Support Center

(住宅紛争処理支援センターに係る指定の申請)

(Application for Designation as a Housing Dispute Resolution Support Center)
第百十六条の二 法第八十二条第一項の規定による指定を受けようとする者は、次に掲げる事項を記載した申請書を国土交通大臣に提出しなければならない。

Article 116-2 (1) A person who intends to obtain a designation under Article 82, paragraph (1) of the Act must submit a written application stating the following matters to the Minister of Land, Infrastructure, Transport and Tourism:

一 名称及び住所

(i) their name and address;

二 支援等の業務を行おうとする事務所の所在地

(ii) the location of the office where the operation of support and other assistance is to be provided;

三 支援等の業務を開始しようとする年月日

(iii) the date on which the person intends to commence operation of support and other assistance

2 前項の申請書には、次に掲げる書類を添付しなければならない。

(2) The following documents must be attached to the written application referred to in the preceding paragraph:

一 定款及び登記事項証明書

(i) the articles of incorporation and certificate of registered information;

二 申請の日の属する事業年度の前事業年度における財産目録（申請の日の属する事業年度に設立された法人にあっては、その設立時における財産目録）及び貸借対照表

(ii) the inventory of property for the business year preceding the business year to which the date of application belongs (in the case of a corporation established in the business year to which the date of application belongs, the inventory of property at the time of establishment), and the balance sheet;

三 申請に係る意思の決定を証する書類

(iii) a document certifying the decision of intent made concerning the application;

四 法第八十二条第一項第一号に規定する支援等の業務の実施に関する計画として次の事項を記載した書類

(iv) a document stating the following matters as a plan for conducting the operation of support and other assistance prescribed in Article 82, paragraph (1), item (i) of the Act:

イ 支援等の業務に関する知識及び経験を有する者の確保の状況並びに当該者の配置の状況に関する事項

(a) matters concerning the status of securing persons who have knowledge and experience concerning operation of support and other assistance and the status of assignment of those persons;

ロ 組織及び運営に関する事項

(b) the matters related to the organization and operation;

ハ 支援等の業務の概要に関する事項

(c) the matters concerning the outline of the operation of support and other assistance;

五 役員の氏名及び略歴を記載した書類

(v) a document stating the names and brief biographical outlines of officers;

六 現に行っている業務の概要を記載した書類

(vi) a document stating the outline of the operation currently being conducted;

七 その他参考となる事項を記載した書類

(vii) a document containing any other matters which would serve as reference information.

(支援等業務規程で定めるべき事項)

(Matters to Be Provided for by the Rules for Operational of Support and Other Assistance.)

第百十七条 法第八十四条第二項の国土交通省令で定める事項は、次に掲げるものとする。

Article 117 The matters specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism referred to in Article 84, paragraph (2) of the Act are the following:

一 支援等の業務を行う時間及び休日に関する事項

(i) the matters concerning the hours during which the operation of support and other assistance is conducted, and holidays;

二 支援等の業務を行う事務所に関する事項

(ii) the matters concerning the office where the operation of support and other assistance is conducted;

三 支援等の業務の実施の方法に関する事項

(iii) the matters concerning the method of implementing the operation of support and other assistance;

四 支援等の業務に関する書類の管理に関する事項

(iv) the matters concerning the management of documents related to the operation of support and other assistance;

五 その他支援等の業務の実施に関し必要な事項

(v) the other necessary matters concerning the implementation of the operation of support and other assistance.

(帳簿)

(Books)

第百十八条 法第八十二条第三項において準用する法第十九条第一項の支援等の業務に関する事項で国土交通省令で定めるものは、次に掲げるものとする。

Article 118 (1) The matters related to the operation of support and other

assistance referred to in Article 19, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 82, paragraph (3) of the Act, which are specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism, are as follows:

一 法第八十三条第一項第二号の情報及び資料の名称並びにこれらを収集した年月日

(i) the names of the information and materials referred to in Article 83, paragraph (1), item (ii) of the Act, and the date on which they were collected;

二 法第八十三条第一項第三号の調査及び研究の名称並びにこれらを行った年月日

(ii) the name of the investigations and research referred to in Article 83, paragraph (1), item (iii) of the Act, and the date on which the research and study was conducted;

三 法第八十三条第一項第四号の研修の名称及びこれを行った年月日

(iii) the name of the training referred to in Article 83, paragraph (1), item (iv) of the Act, and the date on which it was conducted;

四 法第八十三条第一項第六号の相談、助言及び苦情の処理を行った年月日並びに相手方の氏名

(iv) the date of the consultation, advice and handling of complaints under Article 83, paragraph (1), item (vi) of the Act, and the name of the other party;

五 法第八十三条第一項第七号の相談、助言及び苦情の処理を行った年月日

(v) the date of the consultation, advice and handling of complaints under Article 83, paragraph (1), item (vii) of the Act;

六 法第八十三条第一項第八号の調査及び研究の名称並びにこれらを行った年月日

(vi) the names of the investigations and research referred to in Article 83, paragraph (1), item (viii) of the Act and the date on which they were conducted.

2 前項各号に掲げる事項が、電子計算機に備えられたファイル又は磁気ディスクに記録され、必要に応じ住宅紛争処理支援センター（以下「センター」という。）において電子計算機その他の機器を用いて明確に紙面に表示されるときは、当該記録をもって法第八十二条第三項において準用する法第十九条第一項の帳簿（次項において単に「帳簿」という。）への記載に代えることができる。

(2) If the matters stated in the items of the preceding paragraph are recorded in a file or on a magnetic disc stored or installed in the computer and can be clearly displayed on paper as necessary at the housing dispute resolution support center (referred to below as the "center") by using a computer or other device, the record may replace the entry in the books referred to in Article 19, paragraph (1) of the Act as applied mutatis mutandis pursuant to Article 82, paragraph (3) of the Act (simply referred to as the "books" in the following paragraph).

3 センターは、帳簿（前項の規定による記録が行われた同項のファイル又は磁気ディスクを含む。）を、支援等の業務の全部を廃止するまで保存しなければならない。

- (3) The center must preserve the books (including the file or magnetic disk referred to in the preceding paragraph in which the information has been recorded under the provisions of the same paragraph) until it discontinues all of the operation of support and other assistance.

(書類の保存)

(Preservation of Documents)

第百十九条 法第八十二条第三項において準用する法第十九条第二項の支援等の業務に関する書類（以下この条において単に「書類」という。）で国土交通省令で定めるものは、次に掲げるものとする。

Article 119 (1) The documents related to the operation of support and other assistance referred to in Article 19, paragraph (2) of the Act, as applied mutatis mutandis pursuant to Article 82, paragraph (3) of the Act (simply referred to below as the "documents" in this Article), which are specified by Order of the Ministry of Land, Infrastructure, Transport and Tourism, are as follows:

一 第百二十一条第一項の期首計画書、助成金使途計画書及び設備購入計画書

(i) the written initial plan, written plan for the purpose of use of subsidies, and written equipment purchase plan referred to in Article 121, paragraph (1);

二 第百二十三条第一項の助成金使途報告書及び紛争処理の業務に要する費用に係る支出であることを証すべき書面

(ii) a written report on the purpose of use of subsidies from Article 123, paragraph (1), and documents certifying that the expenditure relates to the costs required for the operation of dispute resolutions.

2 前項の書類が、電子計算機に備えられたファイル又は磁気ディスクに記録され、必要に応じセンターにおいて電子計算機その他の機器を用いて明確に紙面に表示されるときは、当該ファイル又は磁気ディスクをもって同項各号の書類に代えることができる。

(2) If the documents referred to in the preceding paragraph are recorded in a file or a magnetic disc stored or installed in the computer and can be clearly displayed on paper as necessary at the center by using an computer or other device, the relevant file or magnetic disc may be substituted for the documents referred to in the items of the preceding paragraph.

3 センターは、第一項各号の書類（前項の規定による記録が行われた同項のファイル又は磁気ディスクを含む。）を、支援等の業務の全部を廃止するまで保存しなければならない。

(3) The center must preserve the documents referred to in the items of paragraph (1) (including the file or magnetic disk referred to in the preceding paragraph in which the information has been recorded under the provisions of the preceding paragraph) until it discontinues all of the operation of support and other assistance.

(助成の対象となる費用)

(Expenses Subject to Subsidies)

第百二十条 指定住宅紛争処理機関の支出に計上することができる費用は、次の各号に掲げる費目に応じ、当該各号に掲げるものとする。

Article 120 (1) The expenses that may be included in the expenses of a designated housing dispute resolution agency are those stated in the following items, according to the expense items stated in those items:

一 人件費 紛争処理の業務に従事する役員又は職員に支払う基本給、手当、賞与、法定福利費、法定外福利費及び退職金並びに紛争処理の業務に従事する役員又は職員であった者に支払う退職金のうち、実質的に紛争処理の業務に従事したと認められる部分に相当する費用

(i) the personnel expenses: out of the base pay, allowances, bonuses, legal welfare expense, non-obligatory welfare expenses, and retirement benefits paid to officers or employees engaged in the operation of dispute resolutions and the retirement benefits paid to persons who were officers or employees engaged in the operation of dispute resolutions, and expenses equivalent to the portion for which the relevant person is found to have substantially engaged in the operation of dispute resolutions;

二 事務所使用料 紛争処理の業務のために使用する事務所の賃料（当該事務所が指定住宅紛争処理機関の所有するものである場合にあっては、適正な算出方法により算定した賃料に相当する費用）のうち、実質的に紛争処理の業務のために使用したと認められる部分に相当する費用

(ii) the office usage fees: out of the rent for the office to be used for the operation of dispute resolutions (if the office is owned by a designated housing dispute resolution agency, the cost equivalent to the rent calculated by an appropriate calculation method), the cost equivalent to the part that is found to have been used, in substance, for the operation of dispute resolutions;

三 貸会議室使用料 審理その他の紛争処理の業務のために使用する会議室（一時的に賃借する室で、賃借する時間によって賃料が定められたものをいう。）の賃料

(iii) the rent for a conference room: the rent for a conference room (meaning a room that is temporarily rented and whose rent is determined by the hours of the rent) used for the purpose of conducting proceedings or any other operation of dispute resolutions;

四 紛争処理委員謝金 法第六十八条第二項の規定により事件ごとに指名された紛争処理委員（次号において「指名紛争処理委員」という。）に対して支払う謝金

(iv) the rewards paid to dispute resolution committee members: the rewards paid to dispute resolution committee members appointed for each case pursuant to the provisions of Article 68, paragraph (2) of the Act (referred to as "designated dispute resolution committee members" in the following item);

五 鑑定・現地調査費 鑑定又は指名紛争処理委員が行う現地調査に要する費用
(v) the expenses for expert examinations or on-site inspections: the expenses required for expert examinations or on-site inspections conducted by designated dispute resolution committee members;

六 設備費 紛争処理の業務のために使用する設備の購入費用
(vi) the equipment expenses: the expenses for purchasing equipment to be used for the operation of dispute resolutions;

七 諸雑費 前各号に掲げるもののほか、光熱水費、通信費、消耗品費、旅費その他紛争処理の業務に要する費用
(vii) the miscellaneous expenses: beyond what is stated in the preceding items, light, heating and water utility costs, communication expenses, consumable goods expenses, travel expenses, and any other expenses necessary for the operation of dispute resolutions;

八 設立準備費 法第六十六条第一項の規定による指定以前に紛争処理の業務を開始するために要した費用
(viii) the establishment preparation expenses: the expenses required for the commencement of the operation of dispute resolutions before the designation under the provisions of Article 66, paragraph (1) of the Act.

2 指定住宅紛争処理機関は、紛争処理の業務に要する費用について、前項各号に掲げる費目以外の費目を設けることができる。

(2) A designated housing dispute resolution agency may establish expense items other than those stated in the items of the preceding paragraph regarding the expenses required for the operation of dispute resolutions.

(助成金使途計画書等の提出)

(Submission of Written Plan for the Use of Subsidies)

第二百十一条 指定住宅紛争処理機関は、毎事業年度、別記第七十七号様式の助成金使途計画書に、別記第七十八号様式の期首計画書及び別記第七十九号様式の設備購入計画書を添えて、当該事業年度開始の日の一月前までに（法第六十六条第一項の指定を受けた日の属する事業年度にあっては、その指定を受けた後遅滞なく）、センターに提出しなければならない。

Article 121 (1) Each business year, a designated housing dispute resolution agency must submit to the center a written plan for the purpose of use of subsidies using Appended Form No. 77, together with a written initial plan using Appended Form No. 78 and a written equipment purchase plan using Appended Form No. 79, by one month before the first day of the relevant business year (in the business year to which the date of designation referred to in Article 66, paragraph (1) of the Act belongs, without delay after receiving the designation).

2 指定住宅紛争処理機関は、前項の規定により提出した期首計画書又は設備購入計画書の記載内容を変更しようとするときは、その変更に係るものをセンターに提出しな

なければならない。

(2) If a designated housing dispute resolution agency seeks to change the content of the entry in the initial plan or equipment purchase plan submitted pursuant to the provisions of the preceding paragraph, the designated housing dispute resolution agency must submit a document related to the change to the center.

3 センターは、前二項の規定により提出された助成金使途計画書、期首計画書又は設備購入計画書の記載内容が適正でないと認める場合においては、指定住宅紛争処理機関から理由を聴取し、又はその補正を求めるものとする。

(3) If the center finds that the content of the entry in the written plan for the use of subsidies, the initial plan, or the equipment purchase plan submitted pursuant to the provisions of the preceding two paragraphs is not appropriate, the center is to hear the reason from the designated housing dispute resolution agency, or request its correction.

(助成)

(Subsidies)

第百二十二条 センターは、助成金使途計画書に記載された助成金収入の予算額を、一時に又は分割して、指定住宅紛争処理機関に助成するものとする。

Article 122 (1) The center is to subsidize the budgeted amount of subsidy revenue stated in the written plan for the use of subsidies to the designated housing dispute resolution agency at one time, or in installments.

2 指定住宅紛争処理機関は、前項の規定により助成された金額が不足する見込みがあると認める場合においては、センターに対し、必要な金額の助成を請求することができる。この場合において、センターは、当該請求が適正と認める場合においては、遅滞なく、当該請求に係る金額を助成するものとする。

(2) If a designated housing dispute resolution agency finds that the amount subsidized pursuant to the provisions of the preceding paragraph is likely to become insufficient, it may request the center to subsidize the necessary amount. In this case, if the center finds the request to be appropriate, it is to subsidize the amount related to the request without delay.

(助成金使途報告書等の提出)

(Submission of a Report on the Use of Subsidies)

第百二十三条 指定住宅紛争処理機関は、毎事業年度、別記第八十号様式の助成金使途報告書に、賃金台帳、事務所の賃貸借契約書、領収書その他の紛争処理の業務に要する費用に係る支出であることを証すべき書面（電磁的記録を含む。）を添えて、当該事業年度経過後三月以内に、センターに提出しなければならない。

Article 123 (1) Each business year, a designated housing dispute resolution agency must submit a written report on the purpose of use of subsidies using Appended Form No. 80 to the center within three months after the end of the relevant business year, together with a wage ledger, office lease contracts,

receipts, and any other documents (including electronic or magnetic records) certifying that the expenditure is related to the costs required for the operation of dispute resolutions.

2 指定住宅紛争処理機関は、毎事業年度、当該事業年度における次に掲げる金額の合計額から支出（紛争処理の業務に要する費用に係る支出であることが明らかでなく、又は紛争処理の業務に要する費用に係る支出として適正でないとセンターが認めたものを除く。）の合計額を控除した額を、センターに返還しなければならない。

(2) Each business year, a designated housing dispute resolution agency must return to the center the amount obtained by deducting the total amount of expenses (excluding expenses that are not clearly related to the expenses necessary for the operation of dispute resolutions or that are found by the center to be inappropriate as expenses related to the expenses necessary for the operation of dispute resolutions) from the total of the amounts stated in the following items for the relevant business year:

一 前条の規定により助成された金額

(i) the amount of subsidies provided pursuant to the provisions of the preceding Article;

二 法第七十三条第一項に規定する申請手数料による収入

(ii) income from application fees as prescribed in Article 73, paragraph (1) of the Act;

三 第百十五条の規定により当事者が負担した費用

(iii) the costs borne by the parties pursuant to the provisions of Article 115.

（区分経理の方法）

(Method of Separate Accounting)

第二百二十四条 センターは、評価住宅関係業務に係る経理について特別の勘定を設け、評価住宅関係業務に係る経理とその他の業務に係る経理とを区分して整理しなければならない。

Article 124 (1) The center must establish a special account for the accounting for the operations related to housing subject to evaluation, and separate the accounting for the operations related to housing subject to evaluation.

2 センターは、評価住宅関係業務とその他の業務の双方に関連する収入及び費用については、適正な基準によりそれぞれの業務に配分して経理しなければならない。

(2) The center must account for income and expenses related to both the operations related to housing subject to evaluation and other operations by allocating them to each operation based on appropriate standards.

第五章 権限の委任

Chapter V Delegation of Authority

第二百二十五条 法第三章第二節に規定する国土交通大臣の権限のうち、その評価の業務

を一の地方整備局又は北海道開発局の管轄区域内のみに于行う登録住宅性能評価機関に関するものは、当該地方整備局長及び北海道開発局長に委任する。ただし、法第十六条第三項、第二十条、第二十一条、第二十二条第一項及び第二十四条に掲げる権限については、国土交通大臣が自ら行うことを妨げない。

Article 125 Among the authority of the Minister of Land, Infrastructure, Transport and Tourism prescribed in Chapter III, Section 2 of the Act, the authority concerning a registered housing performance evaluation agency that performs the operation of evaluation only in the jurisdictional district of a Regional Development Bureau or the Hokkaido Regional Development Bureau is delegated to the director of the relevant Regional Development Bureau or the director of the Hokkaido Regional Development Bureau; provided, however, that this does not preclude the Minister of Land, Infrastructure, Transport and Tourism from exercising the authority stated in Article 16, paragraph (3), Article 20, Article 21, Article 22, paragraph (1), and Article 24 of the Act.