

Act on the Advancement of Government Administration Processes That Utilize Information and Communications Technology

(Act No. 151 of December 13, 2002)

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Chapter I General Provisions

(Purpose)

Article 1 The purpose of this Act is to improve the convenience of those persons concerned with procedures, etc., simplify and streamline administrative operations, and to further facilitate socioeconomic activities, and consequently contribute to the improvement of the lives of the citizens and to the sound development of the national economy, by providing for the following matters as a legislative measure based on the provisions of Article 17 of the Basic Act on Forming a Digital Society (Act No. 35 of 2021) and Article 7 of the Basic Act on the Advancement of Public and Private Sector Data Utilization (Act No. 103 of 2016): providing for the matters necessary for carrying out procedures, etc. through methods that utilize information and communications technology, such

as the development of the fundamental principles and information systems, or the rectification of disparities in the capability or opportunity to use information and communications technology, regarding the promotion of administration that utilizes information and communications technology, for realizing a society in which the national government, local governments, private sector businesses, citizens, and other parties can enjoy the benefits of information and communications technology (meaning information and communications technology as prescribed in Article 2 of the Basic Act on Forming a Digital Society; the same applies below) in all activities; providing for advancing the utilization of information and communications technology in private sector procedures; measures for promoting the development and improvement of the national database of basic public information (meaning the database of basic public information as prescribed in Article 31 of the Basic Act on Forming a Digital Society; the same applies in Chapter IV), and measures for promoting the effective utilization of information and communications technology.

(Fundamental Principles)

Article 2 The advancement of government administration processes that use information and telecommunications technology must be carried out to ensure the following matters, as part of measures concerning the formation of a digital society (meaning the digital society prescribed in Article 2, paragraph (1) of the Basic Act on Forming a Digital Society) and measures concerning the promotion of appropriate and effective utilization of public and private data, in addition to utilizing information and telecommunications technology in the public sector by replacing documents or other records used to carry out administrative and business processes with public and private sector data (meaning the public and private sector data prescribed in Article 2, paragraph (1) of the Basic Act on the Advancement of Public and Private Data Utilization; the same applies in this Article below), and giving appropriate consideration to those that do not have sufficient ability or knowledge and experience to use information and telecommunications technology, in view of the fact that improving convenience of societal activities and improving the efficiency of business activities through the utilization of information and telecommunications technology is important for Japan to solve the challenges it faces, including its rapidly declining birthrate and aging population:

(i) by promoting the use of information and communications technology for procedures, etc. and processes related to administrative organs, etc. and operations by private sector businesses, this will remove the time, place, and other restrictions regarding procedures to automate and standardize those processes and operations, ensuring that those procedures, etc. are promptly

- and accurately performed in an easy-to-use manner;
- (ii) administrative organs, etc. will coordinate with each other and share any relevant information by using information systems so that providing relevant information with the same content is not required, for information provided to administrative organs, etc. by private sector businesses and other persons; and
 - (iii) administrative organs, etc. and private sector businesses will coordinate with each other to ensure any relevant procedures, etc. can be performed collectively using information and communications technology, regarding the numerous procedures, etc. that are normally required in association with societal or business activities (including notifications given to or by private sector businesses concerning these procedures, etc.; the same applies below in this item).

(Definitions)

Article 3 In this Act, the meaning of a term stated in any of the following items is as prescribed in those respective items:

- (i) laws and regulations: laws and orders based on laws;
- (ii) administrative organs, etc.: those stated as follows:
 - (a) the Cabinet, an agency established within the Cabinet, or an agency under the jurisdiction of the Cabinet in accordance with the provisions of the law, the Imperial Household Agency, an agency provided for in Article 49, paragraph (1) or (2) of the Act for Establishment of the Cabinet Office (Act No. 89 of 1999), an agency provided for in Article 3, paragraph (2) of the National Government Organization Act (Act No. 120 of 1948), the Board of Audit or any agency established within these organs;
 - (b) an employee of the agency stated in (a) who is authorized by law to independently exercise their authority;
 - (c) local government or their agency (excluding assemblies);
 - (d) incorporated administrative agency (meaning the incorporated administrative agency provided for in Article 2, paragraph (1) of the Act on General Rules for Incorporated Administrative Agencies (Act No. 103 of 1999); the same applies in (f));
 - (e) local incorporated administrative agency (meaning a local incorporated administrative agency prescribed in Article 2, paragraph (1) of the Local Incorporated Administrative Agency Act (Act No. 118 of 2003); the same applies in (f));
 - (f) a corporation directly established by law or established by a special act of establishment pursuant to the provisions of a special law (excluding an incorporated administrative agency), or a corporation specified by Cabinet Order which is established pursuant to the provisions of a special law and

- the approval of an administrative authority is required for its establishment (excluding a local incorporated administrative agency);
- (g) a person designated by an administrative authority in accordance with applicable laws to conduct all or part of examinations, inspections, certifications, registrations, or other administrative processes concerning any relevant laws; and
 - (h) the head of any of the persons listed in (d) through (g) (persons listed in (g) are limited to corporations).
- (iii) administrative organs, etc.: those stated as follows:
- (a) those stated in (a) and (b) of the preceding item; and
 - (b) a person stated in (d) and (f) through (h) of the preceding item who is specified by Cabinet Order as being necessary for ensuring the utilization of information and communications technology in procedures, etc., in the interest of improving user-friendliness for the intended persons, as well as to simplify and streamline administrative management and relevant procedures, etc.
- (iv) private sector business: an individual, corporation, or any other organization conducting business (excluding administrative organs, etc.);
- (v) a document or other record: a document, paper form, written record, transcript, extract, authenticated copy, duplicate of a document, extra copy, or any paper or other material object on which letters or characters, other graphics, or information that can be recognized by the human senses has been recorded;
- (vi) signature, etc.: a signature, name, autograph, countersignature, seal, or otherwise recording a name or title in a document or other record;
- (vii) an electronic or magnetic record: a record that is used for information processing by computers and that is created in an electronic method, magnet method, or method that is not recognizable by the human senses;
- (viii) the term "application, etc." means an application, notification, or any other notice given to the administrative organs, etc. based on the provisions of laws and regulations (excluding those given in litigation proceedings or any other proceedings in court, and proceedings based on the provisions of laws and regulations concerning criminal cases and criminal cases specified by Cabinet Order (referred to below as "court proceedings, etc." in this Article and Article 17, paragraph (1)); in such a case, if there is a transit organization (meaning the administrative organs, etc., or a private sector business operator, if an application etc. has been made through that administrative organs, etc., or that private sector business operator based on the provisions of laws and regulations; the same applies below in this item), and if the application etc. is made by the applicant to a transit organization, or that application etc. is made by the transit organization to another transit

organization, or to the administrative organs, etc. receiving that application, etc., the application etc. is deemed to be different application, etc. and the provisions of this Act apply.

- (ix) a disposition notice, etc.: a notice of disposition (meaning a disposition by an administrative authority or other act involving the exercising of public authority) or other notice carried out by the administrative organs, etc. in accordance with laws and regulations (excluding one performed against unspecified persons and one performed in court proceedings, etc.). In such a case, when there is an intermediary agency (meaning the other administrative organs, etc., or a private sector business when a disposition notice, etc. is made through the other administrative organs, etc. or a private sector business in accordance with the provisions of laws and regulations; the same applies below in this item), the disposition notice submitted by the administrative organs, etc. to the intermediary agency or submitted by the intermediary agency to other intermediary agency or person that receives the disposition notice, etc. is deemed as a separate disposition notice, etc. and the provisions of this Act are to apply;
- (x) public inspection, etc.: providing matters recorded in a document or other record, or electronic or magnetic records for public inspection and review in accordance with the provisions of laws and regulations (excluding those performed in court proceedings, etc.);
- (xi) creation, etc.: the creating or preserving of documents or other records, or electronic or magnetic records by the administrative organs, etc. in accordance with the provisions of laws and regulations (excluding those performed in court proceedings, etc.); and
- (xii) procedures, etc.: applications, etc., disposition notice, etc., public inspection, etc., or creation, etc.

Chapter II Advancement of Government Administration Processes That Utilize Information and Communications Technology
Section 1 Information System Development Plans

(Information System Development Plans)

- Article 4 (1) The government must create a plan for the development of information systems (referred to below as "information system development plan") to comprehensively and systematically develop information systems of the administrative organs, etc. of the national government for procedures, etc. performed using information and communications technology (referred to below as "information systems", except for paragraph (4) of the following Article).
- (2) The information system development plan is to specify the matters stated as follows:

- (i) the planning period;
 - (ii) basic policy concerning the development of information systems;
 - (iii) the following matters concerning the development of an information system necessary to make an application, etc. and a disposition notice, etc. based on the application, etc. by a method using an electronic data processing system:
 - (a) the scope of what can be accomplished by using an electronic data processing system for processing an application, etc. and a disposition notice, etc. based on the application, etc. by the development of information systems;
 - (b) the content and implementation period of the development of the information systems in (a).
 - (iv) the following matters concerning the development of information systems required for omitting the attachment of a document or other record for applications, etc.:
 - (a) the types of documents or other records concerning an application, etc. which omit attachments by development of information systems; and
 - (b) the content and implementation period of the development of the information systems in (a).
 - (v) matters concerning the following measures to be taken regarding data (meaning information recorded as an electronic or magnetic record; the same applies below) for exchanging information promptly and appropriately by using information systems:
 - (a) data standardization (meaning making data specifications common, or ensuring data interoperability by taking measures such as standardizing terms, symbols, and other matters contained in data; the same applies in Article 19, paragraph (2), item (v) and Article 20, paragraph (2));
 - (b) ensuring the quality of data (meaning keeping data accurate and up to date and ensuring the quality of other data; the same applies in Article 19, paragraph (2), item (iv)); and
 - (c) preparation of an external coordination function (meaning a function necessary for making the data or functions of a program available for use in another program) and provision of information concerning the specifications of that external coordination function.
 - (vi) matters concerning the advancement of sharing of information systems by administrative organs, etc.; and
 - (vii) other matters concerning the development of information systems.
- (3) The Prime Minister must prepare a draft of the information system development plan and call for a cabinet decision.
- (4) The Prime Minister must publish the information system development plan without delay when a cabinet decision is made under the provisions of the

preceding paragraph.

- (5) The provisions of the preceding two paragraphs apply mutatis mutandis to changes to the information system development plan.

(Development of Information Systems by National Administrative Organs)

Article 5 (1) The administrative organs, etc. of the national government must develop information systems in accordance with the information system development plan.

- (2) The administrative organs, etc. of the national government must take any necessary measures to ensure the security and reliability of information systems when developing those information systems under the provisions of the preceding paragraph.
- (3) When developing information systems under the provisions of paragraph (1), the administrative organs, etc. of the national government must endeavor to simplify, rationalize, or otherwise review the procedures, etc. carried out by using those information systems and the related administrative affairs of the administrative organs, etc.
- (4) The administrative organs, etc. other than the administrative organs, etc. of the national government must endeavor to take measures required for the development of information systems of the relevant administrative organs, etc. concerning procedures, etc. performed using information and communications technology and other advancement of government administration processes that utilize information and communications technology, in accordance with the measures taken by administrative organs, etc. of the national government in accordance with the provisions of the preceding three paragraphs.
- (5) The national government must endeavor to provide information and take other necessary measures to support the procedures referred to in the preceding paragraph taken by administrative organs, etc. other than the administrative organs, etc. of the national government.

Section 2 Use of Information and Communications Technology in Procedures

(Applications Using Electronic Data Processing Systems)

Article 6 (1) An application, etc. to be made in a document or other record, or by other methods as prescribed by other laws and regulations concerning that application, etc., notwithstanding the provisions of the relevant laws and regulations, pursuant to Order of the competent ministry may be made by using the electronic data processing system specified by Order of the competent ministry (this system refers to an electronic data processing system connecting computers (including input and output devices; the same applies below) used

by administrative organs, etc. with computers for use by the other party in procedures, etc. through an electronic telecommunications line; the same applies below except in the following Chapter) in accordance with Order of the competent ministry.

- (2) Any application, etc. made by using the electronic data processing systems referred to in the preceding paragraph, is deemed to be made in the manner prescribed in the relevant provisions of other laws and regulations related to the application, etc., and the relevant provisions of the laws and regulations and other laws and regulations concerning the relevant application, etc. apply.
- (3) An application, etc. made using electronic data processing systems referred to in paragraph (1) is deemed to have arrived at the administrative organs, etc., when recorded in a file on a computer used by that administrative organs, etc. receiving that application, etc.
- (4) Notwithstanding the provisions of relevant laws and regulations, when an application, etc. for which a signature, etc. is required by the provisions of other laws and regulations concerning that application, etc. is made by using the electronic data processing system referred to in paragraph (1), that signature, etc., may be substituted by using individual number cards (meaning the individual number card prescribed in Article 2, paragraph (7) of the Act on the Use of Numbers to Identify a Specific Individual in Administrative Procedures (Act No. 27 of 2013) the same applies in Article 11)) using an electronic data processing system or other measures to clarify the name of the individual as specified by Order of the competent ministry.
- (5) Notwithstanding the provisions of the relevant laws and regulations, when an application, etc. is made by using the electronic data processing systems referred to in paragraph (1), for which the provisions of other laws and regulations concerning that application specify the payment of fees by way of revenue stamps or another method of payment, the payment of the fees for the application, etc. may be made by using those electronic data processing systems, or other methods that use the information and communications technology specified by Order of the competent ministry.
- (6) When there are circumstances that require face-to-face identity verification of the applicant for the application, etc., or if it is necessary to verify the original version of a document or other record for an application, etc., or if the application, etc. is otherwise found to have a part that is difficult or highly inappropriate to process using the electronic data processing systems referred to in paragraph (1), then the provisions of the preceding paragraphs apply to the part other than the relevant part of the application, etc. specified by Order of the competent ministry. In such a case, the term "application, etc. made" in paragraph (2) is replaced with "application, etc. made (limited to the part to which the provisions of the preceding paragraph apply pursuant to the

provisions of paragraph (6); the same applies below from this paragraph through paragraph (5))".

(Disposition Notices Using Electronic Data Processing Systems)

- Article 7 (1) Pursuant to the provisions of Order of the competent ministry, the disposition notice, etc. prescribed to be made by a document or other record or other method in the provisions of other laws and regulations concerning the disposition notice, etc. may be made by using the electronic data processing system specified by the Order of the competent ministry, regardless of the provisions of the relevant laws and regulations; provided, however, that this is limited to cases where the person receiving the relevant disposition notice, etc. has indicated in the manner specified by Order of the competent ministry that they will receive that disposition notice, etc. by using that electronic data processing system.
- (2) The disposition notice, etc. made using the electronic data processing system referred to in the preceding paragraph is deemed to have been made by a method prescribed in the provisions of other laws and regulations related to that disposition notice, etc., and the provisions of the relevant laws and regulations and other laws and regulations concerning that disposition notice, etc. apply.
- (3) The disposition notice, etc. made by using the electronic data processing systems referred to in paragraph (1) is deemed to have arrived when the relevant disposition notice, etc. is recorded in the file on the computer used by the person receiving the notice, etc.
- (4) Notwithstanding the provisions of laws and regulations, when a disposition notice, etc. for which a signature, etc. is prescribed in the provisions of other laws and regulations concerning the relevant disposition notice, etc. is made by using the electronic data processing systems referred to in paragraph (1), that signature, etc., may be replaced with a measure clarifying the name or title as specified by Order of the competent ministry.
- (5) For cases in which it becomes necessary to verify a person's identity face-to-face for processing a disposition notice, etc., or it is necessary to verify the original version of a document or other record for that disposition notice, etc., or if that disposition notice, etc. is otherwise found to have a part that is difficult or highly inappropriate to perform using the electronic data processing system referred to in paragraph (1), the provisions of the preceding paragraphs apply to the parts other than the relevant parts of the disposition notice etc. pursuant to the provisions of Order of the competent ministry. In that case, the term "a disposition notice, etc. made" in paragraph (2) is replaced with "a disposition notice, etc. made (limited to the portion to which the provisions of the preceding paragraph apply, pursuant to the provisions of paragraph (5));

the same applies below from this paragraph to paragraph (4))".

(Public Inspections Using Electronic or Magnetic Records)

- Article 8 (1) Notwithstanding the provisions of other laws and regulations, a public inspection, etc. prescribed as being made using a document or other record concerning that public inspection, etc. (excluding one based on an application, etc.) may be performed using matters recorded in electronic or magnetic records for that document or other record, or in a document stating those matters, pursuant to the provisions of Order of the competent ministry.
- (2) Pursuant to the provisions of other laws and regulations, a public inspection, etc. carried out in accordance with matters recorded in electronic or magnetic record form, or in a document referred to in the preceding paragraph, is deemed to have been carried out using a document or other record concerning that public inspection, etc., apply, pursuant to the provisions of relevant laws and regulations and other laws and regulations concerning that public inspection, etc.

(Creation Using Electronic or Magnetic Records)

- Article 9 (1) Notwithstanding the provisions of other laws and regulations, creation, etc. prescribed as being made in document or other record pursuant to the provisions of other laws and regulations concerning creation, etc., may be made using electronic or magnetic records of that document or other record, pursuant to the provisions of Order of the competent ministry.
- (2) As referred to in the preceding paragraph, creation, etc. conducted using electronic or magnetic records, is deemed to have been made in a document or other record pursuant to the provisions of the relevant laws and regulations, and pursuant to the provisions of relevant laws and regulations, and other laws and regulations concerning that creation, etc. apply.
- (3) Notwithstanding the provisions of other laws and regulations, if a creation, etc. in which a signature, etc. prescribed in the provisions of other laws and regulations concerning the relevant document creation, etc. is conducted using an electronic or magnetic record, as referred to in paragraph (1), that signature, etc. may be substituted using measures clarifying the name or title specified by Order of the competent ministry.

(Exclusion from Application)

- Article 10 The provisions prescribed in the following items do not apply to the procedures, etc. stated in those respective items:
- (i) the procedures, etc. which Cabinet Order (when an agency under the jurisdiction of the Cabinet and the Board of Audit, an order of the relevant agency,) specifies that it is not appropriate to carry out the procedures using

electronic data processing systems, or other information and communications technology, due to the necessity of verifying an application, etc. face-to-face to ensure that there is no false information in the matters concerning the application, the necessity of keeping a document or other record concerning permits and other disposition notices, etc. directly at the place of business, or any other reason: the provisions of this Section;

- (ii) an application, etc. and a disposition notice, etc. prescribed as being made using electronic data processing systems pursuant to the provisions of other laws and regulations concerning the application, etc. or disposition notice, etc. (excluding those prescribed in accordance with the provisions of Article 6, paragraph (1) or Article 7, paragraph (1)): the provisions of Articles 6 and 7; and
- (iii) public inspection, etc. and creation, etc. prescribed as being made using information and communications technology pursuant to the provisions of other laws and regulations concerning the relevant public inspections, etc. or creation, etc. (excluding those prescribed to be carried out in accordance with the provisions of Article 8, paragraph (1) or paragraph (1) of the preceding article): the provisions of Article 8 and the preceding article

Section 3 Omission of Attached Documents

Article 11 Notwithstanding the provisions of relevant laws and regulations, an attachment of a copy of a resident record, a certificate of registered information or document or other record specified by Cabinet Order for the person submitting an application, etc. for which attachment at the time of that application, etc. is prescribed pursuant to the provisions of other laws and regulations concerning the relevant application, etc. is not required, if the administrative organs, etc. can obtain or refer to information directly, or by using an electronic data processing system for that verification using a document or other record through the use of an individual number card or by other measures that use the processing system used by the person submitting the application, etc. as specified by Cabinet Order, according to the classification of the document or other record.

Section 4 Special Provisions for Notification of a Change to Specified Corporate Information

(Definitions)

Article 12 In this Section, the meanings of the terms stated in the following items are as prescribed respectively in those items:

- (i) Specified corporate information: the name of a corporation and other

- registered information concerning that corporation, which is specified by Order of the competent ministry, or Ministry of Justice Order;
- (ii) information for registration of a change to specified corporate information: the information concerning the registration of a change if a change to specified corporate information has been registered, as specified by Order of the competent ministry or Ministry of Justice Order; and
 - (iii) notification of a change to specified corporate information: a notification under the provisions of other laws or regulations, which is specified by Order of the competent ministry or Ministry of Justice Order, and which provides that if the specified corporate matter has been changed, that change must be notified to the administrative organs, etc., in accordance with the provisions of other laws or regulations.

(Requesting and Providing Information for Registration of a Change to Specified Corporate Information)

Article 13 (1) The administrative organs, etc. that wishes to receive registration information of a change to specified corporate information relating to a notification of a change to specified corporate information, is to notify the Minister of Justice of the corporate number of a corporation subject to a notification of a change to specified corporate information (meaning a corporation for which the provisions of other laws or regulations concerning the notification of a change to specified corporate information, provide that when that specified corporate information has been changed, a notification to that effect must be submitted to the administrative organs, etc.; the same applies below in this Section) and other information specified by Order of the competent ministry and Ministry of Justice Order every day, except on Sundays and any other days specified by Order of the competent ministry, and Ministry of Justice Order (referred to as the "non-business days" in the following paragraph and paragraph (2) of the following Article), and request the provision of the registration information of a change to specified corporate information, concerning the corporation subject to a notification of a change to specified corporate information.

(2) A Minister of Justice who has received a request under the provisions of the preceding paragraph, regarding the corporation subject to a notification of a change to specified corporation information concerning that request, and a change in specified corporation information has been registered by the day on which the request was received (referred to below as the "request date" in this paragraph), the minister is to provide the registration information of a change to specified corporation matters concerning that registration of a change, to the administrative organs, etc. that made the request by the day following that request date (if the request date is a non-business day, the most recent non-

business day after that request date).

- (3) The request under the provisions of paragraph (1) and the provision under the provisions of the preceding paragraph concerning registration information of a change to specified corporation information are to be made by using an information exchange system (meaning the information exchange system prescribed in Article 22 of telecommunications line) to which a computer used by the administrative organs, etc. and a computer used by a Minister of Justice are connected through the Basic Act on Forming a Digital Society.

(Special Provisions for Cases in Which Information for the Registration of a Change to Specified Corporate Information Has Been Provided)

Article 14 (1) Provisions of other laws and orders apply concerning the notification of a change to specified corporate information when the administrative organs, etc. have received the provision of registration information of a change to specified corporate information under the provisions of the preceding Article, and at the time when that registration information of a change to specified corporate information is recorded in a file stored on the computer used by the administrative organs, etc., the notification of a change to specified corporate information is deemed to have been submitted to the administrative organs, etc. by the corporation subject to the notification of a change to specified corporate information regarding a change to specified corporate information concerning the registration information of a change to specified corporate information; provided, however, that this does not apply when the notification of a change to specified corporate information has been submitted regarding that change, by the time that information is recorded, and to other cases specified by Order of the competent ministry or Ministry of Justice Order.

- (2) Notwithstanding the provisions of the preceding paragraph, in cases when the provisions of other laws and regulations concerning a notification of a change to specified corporate information specify that a corporation subject to notification of a change to specified corporate information must make the notification of a change to specified corporate information by the day on which a certain period of time has elapsed from the day on which the change to specified corporate information was made (referred to below as the "notification deadline date" in this paragraph), regarding the application of the provisions of other laws and regulations in such a case, when despite the fact that a change to specified corporate information was registered by the day preceding the notification deadline date (if the notification deadline date is a non-business day, a day other than the most recent non-business day before the notification deadline date), due to a failure in the information exchange system referred to in paragraph (3) of the preceding Article or any other grounds not attributable

to the corporation subject to notification of a change to specified corporate information, the registration information of a change to specified corporate information concerning the registration of a change is to be recorded in a file stored on a computer used by the administrative organs, etc. on or after the day following the notification deadline date, the notification of a change to specified corporate information concerning the change to specified corporate information concerning the registration information of any change to specified corporate information, is deemed to have been made by the notification deadline date, regarding the application of the provisions of other laws and regulations.

- (3) When the administrative organs, etc. is deemed to have submitted a notification of a change to specified corporate information pursuant to the provisions of the preceding two paragraphs, that administrative organs, etc. is to immediately notify the corporation subject to the notification of a change to specified corporate information to that effect, pursuant to the provisions of Order of the competent ministry and Ministry of Justice Order.

Section 5 Other Policies

(Reducing any Disparity in the Ability to Use Information and Communications Technology)

Article 15 (1) The national government must endeavor to take any necessary measures to enable persons who do not have sufficient ability or knowledge and experience to be able to use information and communications technology to have access to consultation, advice, or other support, measures to secure and improve the quality of persons providing the relevant support, and other necessary measures for reducing any disparity in the ability to use or opportunities to use information and communications technology based on age, physical condition including the presence or absence of a disability, geographic restrictions, economic conditions or other factors, to enable all persons to enjoy the benefits of information and communications technology, for the advancement of government administration measures that utilize information and communications technology.

- (2) A local government must endeavor to take any necessary measures for reducing any disparity in the ability or opportunities to use information and communications technology in accordance with the measures taken by the national government based on the provisions of the preceding paragraph.

(Use of Information and Communications Technology in Procedures Based on Municipal Ordinance or Regulation)

Article 16 (1) A local government must endeavor to take any necessary measures

to enable procedures based on Municipal Ordinance or regulation to be performed by methods using utilizing electronic data processing systems, or other methods utilizing information and communications technology, in accordance with procedures, etc. for the advancement of government administration processes that utilize information and communications technology.

- (2) The national government must endeavor to provide information and take other necessary measures to support the measures referred to in the preceding paragraph taken by local governments.

Chapter III Measures for Promoting Utilization of Information and Communications Technology in Private Sector Procedures

(Coordination Between Private Sector Businesses and Administrative Organs)

Article 17 (1) A private sector business that handles operations closely related to procedures, etc. (meaning an operation closely related to procedures, etc. that requires private sector procedures to be conducted on the same occasion (meaning an application for or an acceptance of a contract, or other notice, excluding those processed in court proceedings, and processed as an application, etc., or a disposition notice, etc.; the same applies below)) must conduct the private sector procedures in question using an electronic data processing system (meaning the electronic data processing system connecting computers used by private sector businesses and computers, for use by the other party in private sector procedures through an electronic telecommunications line; the same applies below in paragraph (2) of the following Article), or other methods to use information and communications technology, and must also endeavor to secure cooperation with any administrative organs, etc. concerning the procedures, etc. to ensure those relevant private sector procedures are processed together with those procedures, by using information and communications technology.

- (2) The national government is to provide any necessary information, advice and other support to the private sector businesses in the preceding paragraph for the coordination referred to in that paragraph.

(Creation of an Environment for the Advancement of the Utilization of

Information and Communications Technology in Private Sector Procedures)

Article 15 (1) To advance the utilization of information and communications technology in private sector procedures, the national government is to take any necessary measures to optimize the provision of information by a private sector business upon conclusion of contracts, implement activities to raise awareness of the appropriate utilization of information and communications technology in

transactions, and ensure secure and appropriate utilization of information and communications technology in transactions with other private sector businesses and their counterparty to those private sector procedures.

- (2) The national government is to take legislative measures and other necessary measures to enable private sector procedures (limited to those prescribed as being processed by a document, etc. or other method in the provisions of laws and regulations concerning the relevant private sector procedures) using electronic data processing systems or other methods using information and communications technology, when it has confirmed there is no impediment to the secure and appropriate use of information and communications technology in transactions between a private sector business and the counterparty to their private sector procedures, based on the state of implementation of the measures referred to in the preceding paragraph.

Chapter IV Measures for Promoting the Development and Improvement of the National Public Basic Information Database

(Creation of a Plan for the Development and Improvement of a Public Basic Information Database)

Article 19 (1) The government must create a plan for the development and improvement of a database of basic public information (referred to below as the "plan for the improvement of a basic public information database" in this Chapter) to comprehensively and systematically implement the development and improvement of the public basic information database held by administrative organs, etc. of the national government, thereby contributing to improving the convenience of the people and the improvement of administrative operations in the processing of procedures, etc. and the affairs of administrative organs, etc. and the operations of private sector businesses relating to those organs (referred to as the "national public basic information database" in the following paragraph and the following Article) and to improve the promotion of business operations.

- (2) Any plan for the improvement of a public basic information database is to provide for the following matters:
- (i) the planning period;
 - (ii) basic policy concerning the development and improvement of the national public basic information database;
 - (iii) details and implementation period of the development and improvement of the national public basic information database;
 - (iv) matters concerning the maintenance of the quality of data concerning data constituting the national public basic information database;
 - (v) in the development and improvement of the national public basic

information database, matters concerning the roles to be played by the National Printing Bureau regarding the processing, recording, preservation, and provision of data constituting the national public basic information database, and the roles to be played by the Information-Technology Promotion Agency regarding standards concerning the standardization of that data; and

- (vi) other matters concerning the development and improvement of the national public basic information database.
- (3) The Prime Minister must prepare a draft of a plan for the improvement of the public basic information database and seek a cabinet decision.
- (4) When a cabinet decision is made under the provisions of the preceding paragraph, the Prime Minister must publicize the plan for improvement of the public basic information database without delay.
- (5) The provisions of the preceding two paragraphs apply mutatis mutandis to any changes to a plan for the improvement of the public basic information database.

(Development and Improvement of the National Public Basic Information Database)

Article 20 (1) The administrative organs, etc. of the national government must develop and improve the national database of basic public information in accordance with the plan for the improvement of the national database of basic public information .

- (2) The administrative organs, etc. of the national government may request technical advice, provision of information, and other necessary cooperation from the National Printing Bureau regarding matters concerning the processing, recording, preservation, and provision of data constituting the national database of basic public information, and from the Information-Technology Promotion Agency regarding matters concerning standards for the standardization of that data, when developing and improving the national database of basic public information under the provisions of the preceding paragraph.
- (3) The administrative organs, etc. of the national government must endeavor to simplify, rationalize, or otherwise review the procedures, etc. carried out by using the national public basic information database and the administrative affairs of the administrative organs, etc. related to that, when developing and improving the national public basic information database under the provisions of paragraph (1).
- (4) The administrative organs, etc. other than the administrative organs, etc. of the national government must endeavor to take measures for the development and improvement of its public basic information database in accordance with

the measures taken by the administrative organs, etc. of the national government, based on the provisions of paragraph (1) and the preceding paragraph.

- (5) The national government must endeavor to provide information and take other necessary measures to support the measures referred to in the preceding paragraph that are taken by the administrative organs, etc. other than the administrative organs, etc. of the national government.

Chapter V Measures Related to the Promotion of the Effective Utilization of Information and Communications Technology

(Handling the Progress of Information and Communications Technology)

- Article 21 (1) The national government must take any necessary measures to enable information and communications technology to be utilized effectively from the perspective of improving convenience for the people and administrative operations in the processing of procedures, etc. and processes of related operations by administrative organs, etc. and private sector businesses, based on the state of progress of information and communications technology.
- (2) A local government must endeavor to take any necessary measures to enable information and communications technology to be utilized effectively from the perspective of improving convenience for the people and operations in the processing of procedures, etc. based on Municipal Ordinances or rules and processes of related operations by administrative organs, etc. and private sector businesses in accordance with the measures taken by the national government based on the provisions of the preceding paragraph.

(Publication and Utilization of Information on Information and Communications Technology Contributing to Regulatory Review)

- Article 22 (1) The Prime Minister is to publicize information regarding information and communications technology and matters contributing to any relevant revisions through the internet or other means as needed for promoting regulatory review on the effective utilization of information and communications technology.
- (2) When considering any regulatory review on the effective use of information and communications technology, administrative organs, etc. of the national government must endeavor to use publicized information pursuant to the provisions of the preceding paragraph.

Chapter VI Miscellaneous Provisions

(Publication of the Status of Advancement of Government Administrative

Processes that Utilize Information and Communications Technology)

Article 23 (1) Pursuant to the provisions of this Act, the administrative organs, etc. of the national government are to publicize the status of the advancement of government administrative processes that utilize electronic data processing systems, including applications, etc. and disposition notices, etc. concerning the administrative organs, etc. of the national government or other administrative advancements that use information and communications technology through the internet or other means as needed.

(2) Pursuant to the provisions of the preceding paragraph, the Prime Minister is to compile any matters publicized, and also publicize an overview through the internet or by other means, when necessary.

Article 24 The administrative organs, etc. other than the administrative organs, etc. of the national government are to publicize the status of the advancement of government administrative processes that utilize electronic data processing systems, including applications, etc. and disposition notices, etc. concerning any administrative organs, etc. that utilize information and communications technology through the internet or other means, under the provisions of this Act.

(Order of the Competent Ministry)

Article 25 Orders of the competent ministries in this Act are Cabinet Secretariat Orders, Cabinet Office Orders, Digital Agency Orders, or Ministerial Orders of the Cabinet Secretariat, Cabinet Office, Digital Agency, or each Ministry with jurisdiction over other laws and regulations concerning procedures, etc.

(excluding the Board of Audit of Japan Regulations, National Personnel Authority Rules, Japan Fair Trade Commission Rules, National Public Safety Commission Rules, Personal Information Protection Commission Rules, Japan Casino Regulatory Commission Rules, Environmental Dispute Coordination Commission Rules, Public Security Examination Commission Rules, Central Labour Relations Commission Rules, Japan Transport Safety Board Rules, and the Nuclear Regulation Authority Regulations); provided, however, that these are the Board of Audit of Japan Regulations, National Personnel Authority Rules, Japan Fair Trade Commission Rules, National Public Safety Commission Rules, Personal Information Protection Commission Rules, Japan Casino Regulatory Commission Rules, Environmental Dispute Coordination Commission Rules, Public Security Examination Commission Rules, Central Labour Relations Commission Rules, Japan Transport Safety Board Rules, and Nuclear Regulation Authority Regulations, respectively, for the procedures, etc. under the jurisdiction of the Board of Audit of Japan, National Personnel Authority, Japan Fair Trade Commission, National Public Safety Commission,

Personal Information Protection Commission, Japan Casino Regulatory Commission, Environmental Dispute Coordination Commission, Public Security Examination Commission, Central Labour Relations Commission, Japan Transport Safety Board, and the Nuclear Regulation Authority.

(Delegation to Cabinet Order)

Article 26 Beyond what is provided for in this Act, other necessary matters for the implementation of this Act are specified by Cabinet Order.

Supplementary Provisions

This Act comes into effect on the day specified by Cabinet Order within a period not exceeding three months from the date of promulgation.