

# **Cabinet Office Ordinance on Issuance of Copy of Record on Disciplinary Cases Involving Certified Public Accountants, etc.**

(Ordinance of the Ministry of Finance No. 71 of December 15, 1955)

Pursuant to the provisions of Article 34, paragraph (2) of the Certified Public Accountants Act and the proviso to Article 1 of the Act on Payment of Government Charges by Revenue Stamps (Act No. 142 of 1948), the Ordinance on Issuance of Copy of Record on Disciplinary Cases Involving Certified Public Accountants, etc. is established as follows:

## **(Procedure for Requesting Issuance)**

- Article 1 (1) A person who intends to request issuance of a copy or an extract of a record (hereinafter referred to as a "copy, etc.") pursuant to the provisions of Article 34, paragraph (2) of the Certified Public Accountants Act (Act No.103 of 1948) must, using Form 1, submit in advance an application for issuance of a copy, etc. (hereinafter referred to as an "application") to the Commissioner of the Financial Services Agency.
- (2) If an application prescribed in the preceding paragraph has been submitted, the Commissioner of the Financial Services Agency makes a decision on whether or not the copy, etc. is to be issued, and notifies the person who submitted the application (hereinafter referred to as an "applicant") of the decision.
- (3) An applicant who has received a notice from the Commissioner of the Financial Services Agency to the effect that the copy, etc. will be issued is to submit a written request for issuance of a copy, etc. (hereinafter referred to as a "written request") using Form 2.

## **(Payment of Fee for Preparation of a Copy, etc.)**

- Article 2 (1) An applicant who submits a written request pursuant to the provisions of paragraph (3) of the preceding Article must pay the actual costs required for preparing a copy, etc. (hereinafter referred to as a "copy, etc. preparation fee").
- (2) The copy, etc. preparation fee must be an amount calculated based on 20 yen per page, and must be paid by affixing a revenue stamp in an amount equal to that amount on the written request; provided, however, that if the issuance of a copy, etc. is requested pursuant to the provisions of Article 3, paragraph (1) of the Act on Use of Information and Communications Technology in Administrative Procedure (Act No.151 of 2002) using an electronic data

processing system prescribed in the same paragraph, the payment is to be made in cash based on the payment information obtained upon such request.

(Standard Processing Time)

Article 3 (1) The Commissioner of the Financial Services Agency is to endeavor to provide a notice in response to the relevant application or to issue a copy, etc. in response to the relevant request within one month of receipt of an application or a written request pursuant to the provisions of this Ordinance.

(2) The period prescribed in the preceding paragraph does not include the following periods:

- (i) The period required to correct the application or written request
- (ii) The period required for the person who submitted the application or written request to change the contents of the application or request