

Application Manual of Agreement Services for Innovative Building Technologies

I. Outline of Agreement Services for Innovative Building Technologies

1. Subjects of approval

- (1) In this approval system, building technologies mean (a) and (b) below.
- (a) Buildings or structures, or their construction methods, materials, parts, components, equipment, etc.
 - (b) Technologies related to the design, execution, manufacturing, operation, maintenance, demolition, etc. for the items mentioned in (a) above.
- (2) The building technologies which an approval will be given shall be advanced and innovative technologies and for which no standards or specifications are set under the Building Standard Law, JIS, JAS, etc.
- (3) The building technologies which an approval will be given shall meet the conditions of (a), (b) and (c) below.
- (a) To have a quality and performance level to the degree which are needed in the ordinal use in the society.
 - (b) To contribute reduction of environmental impact.
 - (c) To be able to realize.
- (4) Building Technologies for which approval criteria are already formulated are shown in the table below.
We are ready to respond to your inquiries at all times about other technologies than those listed below that may be given approval. Please feel free to contact us.

Building Technologies for which approval criteria are already formulated

Name of the technology	Outline of technology	Effect	Approval criteria (number and issuance)
Recycled aggregate for building construction	Technology for producing, out of disassembled concrete structures, recycled aggregate provided with quality similar to common concrete aggregate to be used for buildings.	Contribution to countermeasures against waste and effective use of resources.	BCJ-CS-1 ⁻¹⁹⁹⁹
Soundproof floor finish structure	Floor finish structure constructed on the upper part of reinforced concrete floor slab in order to ensure the floor impact sound interception performance	Contribution to the promotion of floor sound insulation technology and to the improvement of livability.	BCJ-CS-2 ⁻²⁰⁰⁰

Name of the technology	Outline of technology	Effect	Approval criteria (number and issuance)
Recycled formwork	Formwork produced using recycled materials or renewable formwork.	Contribution to countermeasures against waste and effective use of resources.	BCJ-CS-3 ²⁰⁰⁰
Recycled organic building materials	Organic building materials using recycled organic materials such as waste wood and waste plastic.	Contribution to countermeasures against waste and effective use of resources.	BCJ-CS-4 ²⁰⁰³
Building materials reducing contamination by volatile organic compounds in the indoor air	Building materials that reduce pollution of indoor air by VOCs such as formaldehyde, toluene, and xylene.	Contribution to improvement of the indoor environment.	BCJ-CS-5 ²⁰⁰¹
Covered heat insulating materials that reduce the possibility of combustion expansion caused by welding / fusion cutting sparks	Heat insulating materials covered for reducing the possibility of combustion expansion on the surface of foaming-in-place plastic insulating materials	Contribution to safety improvement in considered sites	BCJ-CS-6 ²⁰⁰³
Building technology associated with rooftop greening for better environment	Building technology in connection with tree planting on the roofs, etc. of buildings to improve the environment.	Contribution to the prevention of global warming by tree planting, improvement of landscapes, etc.	BCJ-CS-7 ²⁰⁰³
Non-chlorofluorocarbon insulating materials	Technology for insulating materials without chlorofluorocarbon foaming agent	Prevention of global warming and ozone layer depletion	BCJ-CS-8 ²⁰⁰⁴
Incineration facility demolition technology	Technology for demolition and repair of incineration facilities in full consideration of the prevention of scattering and exposure of the hazardous substances remaining in incinerators in disassembling existing incineration facilities.	Contribution to the environmental conservation of neighboring areas and the safety and health of workers engaged in demolition.	BCJ-CS-9 ²⁰⁰⁴

As of April 2008

2. Flow of approval

- (1) Approval procedure is as shown in (a) or (b). It depends on a condition of applications.
 - (a) In case where no approval criteria are set for an application submitted for approval, the Evaluation Committee drafts the approval criteria parallel to the evaluation of the application after the receipt of the application by the Approval Committee. Then, the Approval Committee examines the application based on the evaluation done by the Evaluation Committee.
 - (b) In case where the approval criteria are already set for an application submitted for approval, the Evaluation Committee evaluates the application after the receipt of the application by the Approval Committee. Then, the Approval Committee examines the application based on the evaluation done by the Evaluation Committee.
- (2) Once the technology is approved, a certificate of approval and an evaluation report will be issued. With any type of application, you are requested to make sufficient consultation with the administrative office before application.
The flow of approval procedure is shown at the next page.

3. Effective term of approval and procedure for renewal

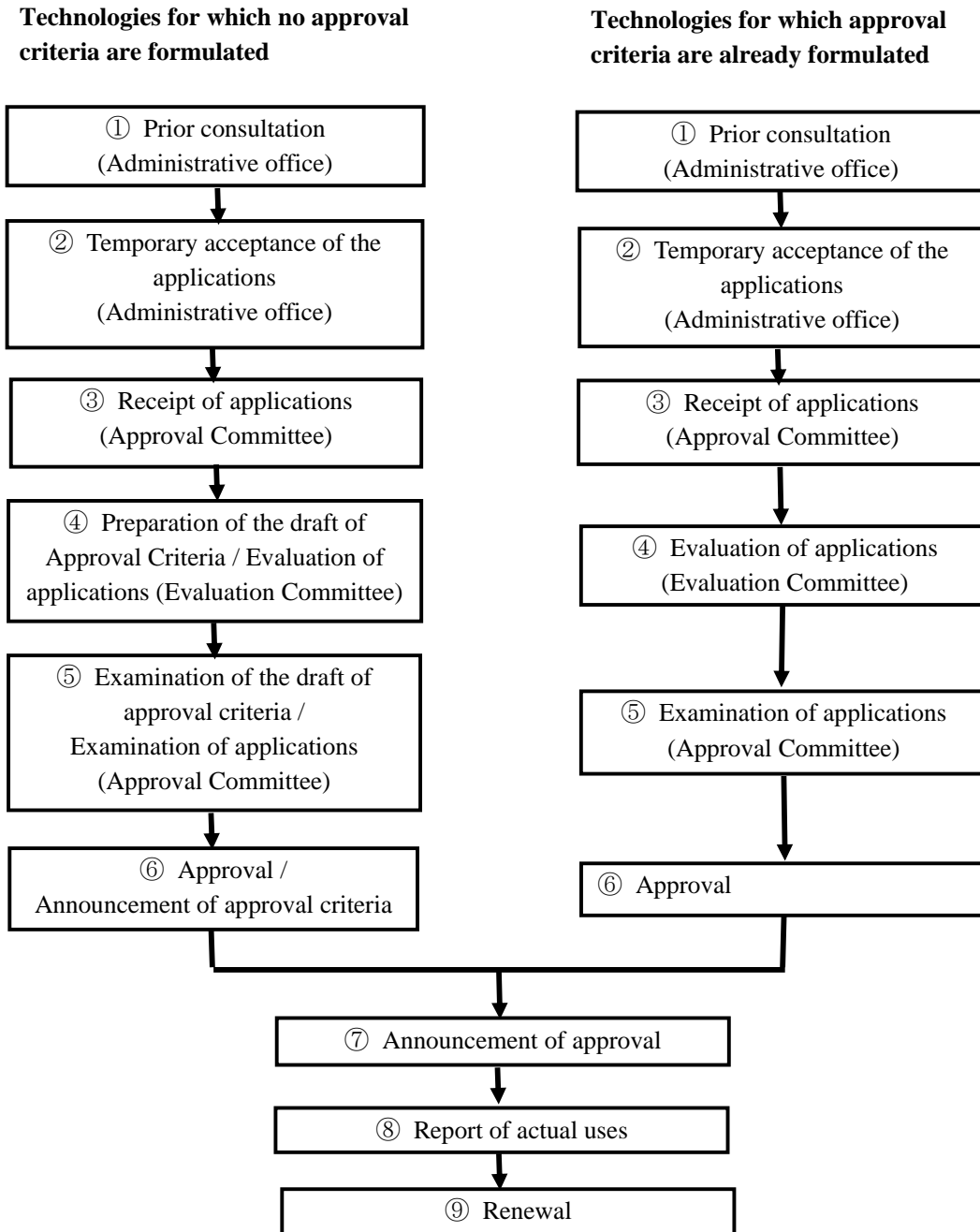
The issued approval is effective for five years. If you desire to continue the approval even after expiration, you are requested to take renewal procedures.

4. Public relations for approval

- (1) As public relations, approved technologies are introduced to the extent allowed for release on the BCJ's Internet Website (<http://www.bcj.or.jp>), BCJ's its journal "Building Letter", etc. In addition, upon request of applicants, we will prepare, at the applicant's expense, "brochures" including technical materials that may be released for the approved technology, and distribute them to concerned institutions concerned.
- (2) We are also conducting other public relations as appropriate.

Flow of approval

The flow chart below shows the procedures for building technology approval.



* In case of approval for building technologies applied to the sole building, the flow of procedure slightly differs from the chart above. Please contact the administrative office.

II Approval Procedures

1. Application method

An application for approval should be made as follows. Please consult with the contact point (administration administrative office) for details of approval before submitting an application.

(a)	Contact point (Administration Office)	Building Center of Japan Building Technology Research Institute, New Technology Development Department, Technical Guidance Section Sotokanda 6-1-8, Chiyoda-ku, Tokyo 101-8986 Japan TEL.03 (5816) 7527 Fax.03 (5816) 7549
(b)	Due date for application	No due date. Applications are accepted at any time
(c)	Documents required	Please prepare documents in reference to "3. Materials Required for Approval."

2. Expenses for approval

Expenses necessary for approval (approval fee) are as shown in the table below.

List of Approval Fee

		Approval Fee (including tax)	Cap number of meetings of Evaluation Committee (*1)
New applications	(a) In case where no approval criteria are set for an application submitted for approval	2,520,000 yen	5
	(b) In case where the approval criteria are already set for an application submitted for approval	2,100,000 yen	5
Applications for Changes	(a) Ordinal application for change (*2)	1,050,000 yen	3
	(b) Change by notification (*3)	105,000 yen	0
Applications for Renewal		630,000 yen	2

*1 If the number of the meetings of the Evaluation Committee comes over the number of the cap number of meetings, the approval fee will be increased 210,000 yen per meeting.

*2 In this case, an effective term of the approval will be set for five years from the date of the approval for change.

*3 This is for a case of a reissue of the approval document in order to change the name of the company, etc.

Note 1: Expenses for tests to be conducted for evaluation are not included in approval expenses. If a test or the like is conducted on the plant or site in the presence of BCJ's staff and the place is more than 50 km far from Tokyo station, we will separately charge for such presence.

Note 2: Approval fees may slightly change according to specifications of new building technologies for which approval is applied for.

Note 3: Please pay the approval fee by the time described in the bill. Payment should be made by bank transfer to the bank account described in the bill.

3. Materials required for approval

Materials required for approval are listed in the table below. For details of on materials, please consult the administrative office and prepare them. In case where the approval criteria are already set for an application submitted for approval, please refer to the manual for preparing evaluation materials for the relevant technology.

Please also prepare samples of the technology, videos, etc., if necessary for better understanding of the technology.

The application must be made in Japanese.

List of materials for approval

(1)	Approval application	to be submitted after filling out the form with your seal affixed thereon
(2)	Copy of the patent role of the company	
(3)	Outline of the technology	to be submitted after filling out the form
(4)	Other forms	To be submitted after filling out forms
(5)	Technical data	Details of the new building technology, materials showing conformity to the approval criteria, performance test report, etc.
(6)	Others	<ul style="list-style-type: none"> - Corporate profile: Articles of incorporation, brochures, etc. showing an outline of the company - Catalogues: Catalogues, samples, etc. concerning the technology If there are no such catalogues, etc., the technology should be explained in technical data as mentioned in item (3) above. - List of actual uses, etc. - Samples, videos showing constitute method, etc.

Due date for presentation and Number of copies(1)

Materials to be presented	Due date for presentation (Circled figures correspond to the numbers of "Flow of approval" at on page 4)	Materials required			Number of copies required
		(1)	(2)	(3)~(6)	
Materials received by the administrative office	Upon receipt of the application by the administrative office ②	○ Original	○ Copy	○	1
Materials received by Approval Committee	Upon Approval Committee ③ (Receipt) (No later than the day immediately before the Committee's meeting)	○ Copy	—	○	16
Materials for Evaluation Committee	Upon examination by Evaluation Committee ④ (No later than the day immediately before the Committee's meeting)	○ Copy	—	○	[Note 1]

Materials reported to the Approval Committee	Approval Committee ⑤ (Reporting) (No later than the day immediately before the Committee's meeting)	○ Copy	—	○	16
PDF Data, etc,	After the end of Approval ⑥ [Note 2]	○ Copy	—	○	3

Note 1: The number of copies required will differ according to the number of members of the Evaluation Committee of the concerned technology.

Note 2: This technical data is the final version after being amended by the Approval Committee, Evaluation Committee, etc. In case of a part of materials unable to submit PDF Data, it is acceptable to submit paper instead of PDF Data.