

Bunkyo City Sashigaya Nursery School Asbestos Health Countermeasures
Expert Committee Establishment Guideline

15 文福育 No. 1599, March 31, 2004

17 文福育 No. 1866, partial revision on March 15, 2006

18 文男保 No. 1092, partial revision on January 9, 2007

18 文男保 No. 1550, partial revision on March 30, 2007

28 文子幼 No. 915, partial revision on April 1, 2016

2021 文子幼 No. 10053, partial revision on April 1, 2022

Article 1: Establishment

The Bunkyo City Sashigaya Nursery School Asbestos Health Countermeasures Expert Committee (hereinafter referred to as “the Expert Committee”) shall be established to discuss specific health countermeasures for nursery school children and Bunkyo City employees who were exposed to asbestos as a result of renovation work done on Bunkyo City’s Sashigaya Nursery School.

Article 2: Matters to Be Discussed

1. The Expert Committee shall respond to consultations by the mayor and discuss the following matters:

- (1) The Health Management Handbook
- (2) How to handle health consultations involving children and their parents/guardians
- (3) Asbestos health hazards and prevention education
- (4) The publication of the Expert Committee News
- (5) Health examination procedures
- (6) Interpretations and storage of chest X-rays taken for other purposes
- (7) Decisions to be made when an asbestos-related disease occurs
- (8) Other matters the mayor deems necessary

2. In addition to the matters stipulated in the items of the preceding paragraph, the Expert Committee may make proposals to the mayor about matters related to implementing health countermeasures.

3. The Expert Committee shall collect materials and information related to the matters stipulated in each item of paragraph 1.

Article 3: Composition

1. The Expert Committee shall consist of eleven or fewer members appointed by the mayor from among the following persons:

- (1) Epidemiologists or risk scientists with expertise in asbestos-related diseases: two persons
- (2) Physicians with expertise in asbestos-related diseases: two persons
- (3) Representatives of the Bunkyo Medical Association: two persons
- (4) Lawyer: one person
- (5) Clinical psychologist or Licensed psychologist: one person
- (6) Asbestos NPO representative: one person
- (7) Representatives of the children and/or parents/guardians: two persons

2. The mayor shall appoint committee members from among those recommended by all committee members.

3. The chairperson shall be determined by mutual election of the committee members and shall supervise the Expert Committee.

4. If the chairperson is unable to perform his/her duties or is absent, a committee member the chairperson has designated in advance shall perform the chairperson's duties on his/her behalf.

Article 4: Term

1. The term of office of committee members shall be two years, and they may be reappointed only once.

2. The term of office of a substitute committee member in the event of a vacancy shall be the remaining term of office of his/her predecessor.

Article 5: Convocation of the Expert Committee

1. The Expert Committee shall meet at least once a year at a meeting convened by the chairperson.

2. When the chairperson deems it necessary, he/she may have a person other than a committee member attend an Expert Committee meeting and give an explanation or state his/her opinion.

Article 6: Subcommittee

1. The chairperson shall establish a subcommittee within the Expert Committee to discuss consultations related to asbestos involving children and/or their parents/guardians and medical matters.
2. The subcommittee shall be composed of the following members:
 - (1) The Expert Committee chairperson
 - (2) Physicians with expertise in asbestos-related diseases: two persons
 - (3) Representatives of the Bunkyo Medical Association: two persons
 - (4) Clinical psychologist or Licensed psychologist: one person

Article 7: Convocation of the Subcommittee

1. The chairperson shall convene the subcommittee in making decisions about matters covered in Article 2, paragraph 1, items 6 and 7.
2. The chairperson may convene the subcommittee whenever it is deemed necessary.
3. The chairperson may invite members other than subcommittee members to participate in the subcommittee whenever it is deemed necessary.

Article 8: Secretary

1. The Expert Committee shall have a secretary.
2. The secretary shall be a person who holds the position of director of: the Families with Children Department, Health and Sanitation Department, Resource Environment Department, or Construction and Facility Management Department.
3. The secretary shall attend meetings and be permitted to express his/her opinions.

Article 9: Office

The office of the Expert Committee shall be established in the Infant Division of the Families with Children Department.

Article 10: Delegation

The chairperson shall determine any other necessary matters regarding the Expert Committees' operation that fall outside the matters stipulated in this guideline.

Supplementary Provision

Notwithstanding the provisions of Article 4, paragraph 1, the term of office of the first commissioned members after the enactment date shall be four years, and up to six members may be reappointed for up to two years.

Supplementary Provisions

This guideline came into effect as of April 1, 2006.

Supplementary Provisions

This guideline came into effect as of January 9, 2007.

Supplementary Provisions

This guideline came into effect as of March 30, 2007.

Supplementary Provisions

This guideline came into effect as of April 1, 2016.

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