

This instruction manual summarizes what you should do when a major earthquake (with an intensity in the lower 6 range or above) occurs, and what precautions you should take. Please read this manual carefully.

Preparations to make in your daily life

1. Confirm where the evacuation site is and how you would get there.
2. Check where the fire extinguishers and fire hydrants are located and how to use them.
3. Do not block the evacuation route in any way, and keep the area around firefighting equipment clear.
4. Do not place heavy items on bookshelves, and fix bookshelves and similar pieces of furniture to the wall to prevent them from toppling over.
5. Check the various ways you can contact your family and the university in case of disaster.
6. Participate in disaster drills as often as possible.

If an earthquake with an intensity in the lower 6 range or above hits, there is a danger that the walls and beams of even earthquake-resistant buildings will crack, and unsecured furniture may topple over. During strong tremors, it will probably become too difficult to remain standing and impossible to walk in a normal way. To stay calm in case of a sudden large-scale earthquake, please pay attention to the issues noted below.

In case of a major earthquake (First ensure your own safety.)

1. Get under a sturdy piece of furniture, such as a heavy table, and wait until the tremors stop. If you are outdoors, stay away from buildings and squat down in a safe place until the tremors stop.
2. When the tremors stop, turn off gas ranges and other appliances that produce flames you were using. (Turn off the main gas tap, and switch off all electrical appliances.)
3. Proceed to the evacuation point (athletic field).

If you are not on campus or are not able to reach the evacuation area, be sure to inform the university that you are safe (or what your condition is) and your location via the safety confirmation email address (provided below) or other means.

4. Inform the staff at the evacuation point that you have safely evacuated.
 5. Send email to the university to inform us that you are safe (or what your condition is).
- ※ If you discover a fire, report it to the fire station (tel. 119), and try to put it out if it is still a small fire and you have firefighting equipment.
 - ※ If you find someone injured, assist the person (with the help of others, if available). If the person can be moved, transport him/her to the emergency headquarters site (in front of the fountain) or to the Student Health & Counseling Service Center.

【To inform the university of your status】

When a major earthquake occurs, your family, relatives, friends and teachers will no doubt contact the university to find out if you are safe. The university needs to hear from you, because this information is essential when considering the next steps to take. Therefore, please inform us about your situation as soon as possible when a disaster occurs. If you are unable to send email, please inform us of your situation via other means.

Evacuation point: Athletic Field (an artificial turf ground)

Emergency headquarters: In front of the fountain space (set up in case of disaster)

Safety confirmation email address: g-anpi@u-gakugei.ac.jp (activated in case of disaster)

University emergency phone number: 042-329-7138 (security checkpoint)