



## In the event of a disaster

### Collect accurate information

- Stay away from anything that may break or fall on you.
- Do not move in random; confirm safety first.
- Open emergency exits or doors to ensure an evacuation route.
- Evacuate on foot and take minimum necessary baggage.  
(If handling fire, put out the fire only after ensuring your own safety.)
- Use the stairs, not the elevators.
- Try to collect accurate information and move in groups whenever possible.
- Try to help the injured or help extinguish small fires.
- Contact your family and the university to let them know you are safe.

See reverse for what to do after an earthquake.



## How to be prepared

Although we may not be able to prevent earthquakes, we can reduce the level of damage by being appropriately prepared. Think about what you can do.

- Know evacuation sites. (Around the university and your home)
- Talk with your family about how you will contact or meet each other.
- Research and register for disaster message board services. (You need to register your email address in advance.)
- Know the route to get home and how long it will take. (People walk about 2.5 km/h on foot during disasters.)
- Prepare and record disaster memos.
- Know specific methods for collecting information and emergency evacuation sites. (Around school and along commuting routes)
- Consider methods for preventing things from falling down, and prepare emergency kits.
- Know and prepare lists of contacts, i.e. university, friends.

This safety guide can be found on the university webpage for print out. Please share the information with family members.  
[http://www.kyutech.ac.jp/campuslife/jishin\\_manual.html](http://www.kyutech.ac.jp/campuslife/jishin_manual.html)



## Emergency kits

### Items convenient to carry around at all times

- |   |  |
|---|--|
| <input type="checkbox"/> Cash (including small change)                | <input type="checkbox"/> Chocolate, candy, etc.                              |
| <input type="checkbox"/> Health insurance card                        | <input type="checkbox"/> Address book (with contacts for family and friends) |
| <input type="checkbox"/> Student card (and driver's license)          | <input type="checkbox"/> Rain gear (raincoat, etc.)                          |
| <input type="checkbox"/> Towel, Band-Aids, bandages                   | <input type="checkbox"/> USB cable for recharging cell phones                |
| <input type="checkbox"/> Windup rechargeable radio and flashlight     | <input type="checkbox"/> Polyethylene garbage sacks                          |
| <input type="checkbox"/> Tissue paper, wet tissue paper               | <input type="checkbox"/> Permanent markers                                   |
| <input type="checkbox"/> Heat insulated aluminum sheets for disasters |  |

### Other items convenient during disasters

- |   |   |
|---|---|
| <input type="checkbox"/> Emergency food and water   | <input type="checkbox"/> Jacket, underclothing, socks |
| <input type="checkbox"/> Bank books                 | <input type="checkbox"/> Backpack                     |
| <input type="checkbox"/> Personal seal              | <input type="checkbox"/> Flashlight                   |
| <input type="checkbox"/> Medicine and prescriptions | <input type="checkbox"/> Candles                      |
| <input type="checkbox"/> Sneakers                   | <input type="checkbox"/> Can opener, bottle opener    |
| <input type="checkbox"/> Slippers                   | <input type="checkbox"/> Washing kit                  |
| <input type="checkbox"/> Portable cooking stove     | <input type="checkbox"/> Disposable hand warmers      |
| <input type="checkbox"/> String, rope               | <input type="checkbox"/> Working gloves               |
| <input type="checkbox"/> Extra batteries            | <input type="checkbox"/> Cotton masks                 |
| <input type="checkbox"/> Lighters                   | <input type="checkbox"/> Whistle                      |
| <input type="checkbox"/> Disposable eating utensils |   |

Memo

\*Use a permanent marker.



## Safety Guide for Major Earthquakes For protecting yourself in emergencies

SAFETY GUIDE

If a major earthquake (magnitude 5 or over) occurs within Fukuoka Prefecture, which is large enough to damage buildings and transportation facilities, refer to this safety guide and protect yourself. Please remain calm and take appropriate actions. This safety guide should be carried at all times, for example in your wallet.

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## How to contact the university

When things calm down, let the university know you are safe.

In the case of a major earthquake (magnitude 5 or over), the university confirms the safety of its students. If you are not on campus at the time of the earthquake, contact one of the below addresses as soon as possible. (If you are not able to send an email, send a postcard by postal mail.)

\* Please refrain from using phone or fax.

### Contact by email, etc.

- Students of Tobata Campus  
[koh-gakusei@jimu.kyutech.ac.jp](mailto:koh-gakusei@jimu.kyutech.ac.jp)  
(School of Engineering Student Section, 1-1 Sensui-cho, Tobata-ku, Kitakyushu-shi 〒804-8550)
- Students of Izuka Campus  
[jho-gakusei@jimu.kyutech.ac.jp](mailto:jho-gakusei@jimu.kyutech.ac.jp)  
(School of Computer Science and Systems Engineering Student Section, 680-4 Kawazu, Izuka-shi 〒820-8502)
- Students of Wakamatsu Campus  
[sei-gakusei@jimu.kyutech.ac.jp](mailto:sei-gakusei@jimu.kyutech.ac.jp)  
(Graduate School of Life Science and Systems Engineering Student Section, 2-4 Hibikino, Wakamatsu-ku, Kitakyushu-shi 〒808-0196)

### What to include in the email

- 1 Subject (Safety confirmation)
- 2 Name
- 3 Student number
- 4 Situation of yourself and family members
- 5 Situation of home or evacuation site
- 6 Address of evacuation site, if applicable
- 7 Other (troubles, etc.)

\* To confirm your safety in case of emergency, please make sure to register your personal email address in "Live Campus System" when you register classes.



## How to contact family members

If you want to contact your family members outside Japan, use telephone, email, or the Internet to contact them directly. You can also ask kyutech or friends in other areas of Japan to forward your messages to your family members.

### NTT Disaster Message Exchange Dial

This is a service that is available in the event of a disaster, such as earthquakes, when it is difficult to get a connection on phone due to an increase in number of users. Unavailable from outside Japan.

#### How to use



Area code    Phone number    Write it down in advance

Area code:  - Phone number:  -

- \* The service is the same for disaster struck areas and other areas
- Compatible terminals: general NTT phones, public phones, cell phones
- Number of messages recordable: One to ten messages per phone number
- Recording time: Under 30 seconds per message
- Period saved: Two days (Automatically deleted after 48 hours)

You need to register in advance!  
(Please test the service after registration)

### Disaster Message Exchange of Cell Phone Companies

These are services for confirming safety (register safety information) from cell phones in the event of a disaster.

There are also functions for sending emails to specified family members and acquaintances, notifying that you have registered for the disaster message exchange. You can also check the safety of someone on the Internet.

#### QR codes for each company



- |                   |   |
|-------------------|---|
| <b>NTT Docomo</b> | <a href="http://dengon.docomo.ne.jp/top.gw">http://dengon.docomo.ne.jp/top.gw</a> |
| <b>au</b>         | <a href="http://dengon.ezweb.ne.jp/">http://dengon.ezweb.ne.jp/</a>               |
| <b>Softbank</b>   | <a href="http://dengon.softbank.ne.jp/">http://dengon.softbank.ne.jp/</a>         |
| <b>Y!mobile</b>   | <a href="http://dengon.ymobile.jp/">http://dengon.ymobile.jp/</a>                 |

## Emergency Personal Memo

Name	School
Dept.	Student No.
Address	
TEL	Emergency TEL
Date of Birth	Blood type Rh ( )
Chronic disease:	Yes ( ) No ( )
Necessary medicine:	Yes ( ) No ( )
Allergy:	Yes ( ) No ( )
Emergency site near my home	
Where to meet with family members (share with family)	

\* Use a permanent marker.

**Earthquake**  
Protect yourself

Are you in a safe place?

Points

**YES**  
Do not move from there

**NO**  
Evacuate to a safe place

Points

**Confirm safety with family**  
\* See reverse for details

Can you walk home?

**YES**  
Go home

**NO**  
Go to an evacuation site

Contact the university of your safety  
\* See reverse for details

Points

At the university

- If you feel a strong tremor**
- **Move away from dangerous items**  
Move away from dangerous items  
Stay away from things that may break or throw items out, such as windows, shelves, glass, etc.  
If you are in the middle of experiments or extracurricular activities, and are surrounded by dangerous items, leave immediately.
  - **Protect your head, arms and legs from falling items**  
Protect your head, arms and legs by hiding under a desk or placing a bag over your head. If there are no items that may fall, sit down where you are.
  - **Ensure an exit**  
If you can, open the door to ensure an escape route.
  - **Wait for the tremor to stop**  
Ensure your safety first, then wait for the earthquake to end.

While commuting or outside

- Be careful of your surroundings and prioritize your safety over everything else.
- Stay away from ditches, telephone poles, vending machines, etc., and be careful of falling objects.
- Do not move unnecessarily; confirm safety first.
- Understand the damage situation accurately.
- Move to the evacuation site that you and your family have decided in advance. However, to ensure your own safety, you may have to use a different evacuation site depending on where you are or the surrounding situation.

- Once the earthquake is over**
- **Stay calm**  
There may be aftershocks, so stay calm and wait to assess the situation
  - **Assess your surroundings**  
If nothing has fell and nothing is in danger of falling, it is best to stay where you are. If you think the place is dangerous, move to a safer place.
  - **Put out fires**  
If there are any fires, help to put them out. Be sure to ensure your own safety, and receive help from others if possible. If you are unable to put out the fire, move away from the fire immediately.
  - **Help the injured**  
If there are any injured people, apply first aid and let the faculty know. Be sure to ensure your own safety, and receive help from others if possible.
- When evacuating**
- **Do not push, run, talk or return**  
Follow the instructions of faculty members or emergency announcements, and evacuate calmly without "pushing, running, talking, or returning." Do not take large baggage that may hinder evacuation.
  - **If there are any fires**  
Hold a towel or cloth to your mouth so you do not breathe in smoke.
  - **Evacuate by the stairs**  
Use the stairs, not the elevators.

- During evacuation, follow instructions from the police and fire department.
- Evacuate on foot and take minimum necessary baggage. (If handling fire, put out the fire only after ensuring your own safety.)
- Try to collect accurate information and move in groups whenever possible.
- Use the stairs, not the elevators.
- Try to help the injured or help extinguish small fires.
- Contact the university to confirm your safety. (See reverse for details.)

**Family phone numbers**

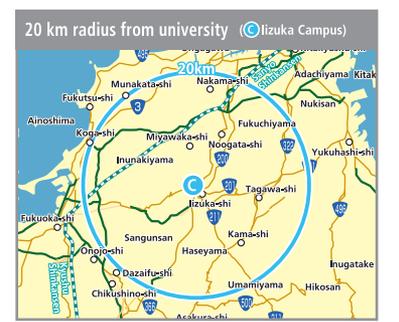
—	—
—	—
—	—
—	—

\* Use a permanent marker.

**Evacuation sites near the university**  
Wide spaces that have no danger of fires spreading are good for evacuation sites.  
The university considers the below spaces as possible evacuation sites, however, please use any safe space according to the situation.

- Tobata Campus**  
Evacuation site ▶▶ School Ground
- Iizuka Campus**  
Evacuation site ▶▶ School Ground
- Wakamatsu Campus**  
Evacuation site ▶▶ School Ground

**Should you go home or stay at the university?**  
Once aftershocks are over and things are calmer, you may consider returning home according to the university's instructions. If public transportation is not in service, you will have to walk home. People in general can walk about 20 km. (If you live further away than 20 km, you should walk to an evacuation site.) Also, it is important to avoid being misled by chain emails, and to collect accurate information from the radio and television. Afterwards, contact the university to notify your safety. (See reverse for details.)



- When a large number of people return to their homes at once, disorder and confusion can occur in certain areas. It is important to remain calm and go home after assessing your surroundings.
- People walk at about 2.5 km/h on foot during disasters. This means it takes four hours to walk 10 km.
- It is dangerous to be out after dark. You may encounter crimes at night, so avoid going out alone.

(reference)

Date	Sunrise	Sunset
March 20	6:22 AM	6:30 PM
June 20	5:08 AM	7:32 PM
Sep 20	6:05 AM	6:18 PM
Dec 20	7:18 AM	5:14 PM

\* In bad weather it becomes dark one hour before the usual time.