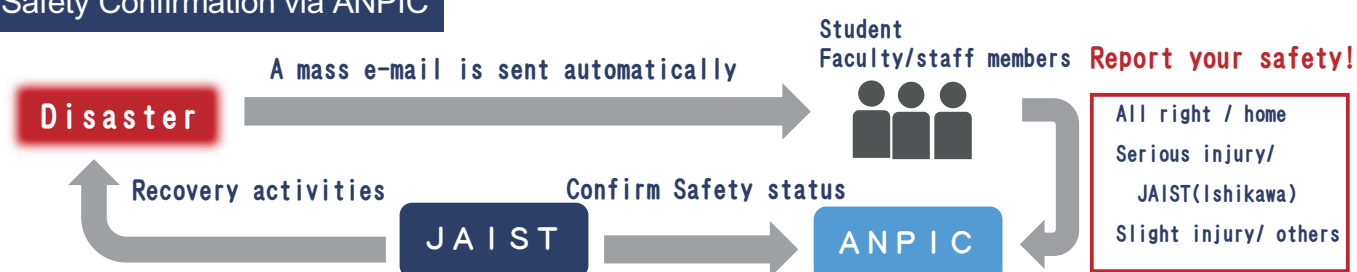


# JAIST Safety Confirmation System (ANPIC)

In order to promptly and reliably confirm the safety at the occurrence of a large-scale disaster, etc., the Japan Advanced Institute of Science and Technology has introduced a safety confirmation system (ANPIC).

In an emergency, an email to confirm the safety will be sent automatically. We practice an ANPIC drill Periodically. When a weather warning is issued, an email will be sent to inform JAIST Shuttle suspension, so please register and set the ANPIC. In the event of a disaster or drill be sure to respond to the email to report your safety.

## Safety Confirmation via ANPIC



In the event of an earthquake with “seismic intensity 5 upper” or more in Ishikawa Prefecture and the Kanto region, the system will automatically send an email to all students (including Students in the program for Working Professionals in Tokyo) and all staff members.

You need to report on your safety, current location and comments to complete the ANPIC.

\* In order to promptly confirm your safety, please respond to the email even when you are overseas and not affected by the disaster.

## How to register / initial setup

- 1 Please access following URL or QR code, input Login ID \* and click <送信する>.
  - \*Login ID = User name@jaist.ac.jp (For students: s + student number + @jaist.ac.jp)Login ID is constant and remains unchanged even if you change your JAIST email address.

Password setting URL: <https://jaist-anpic.jecc.jp/jaist/login/>

QR code :



- 2 Please refer to the email to be sent to your email address1 (your JAIST email address) for password setting, access the URL in the email and set your password, as instructed.
  - \*If you change your JAIST email address , please set your password again after 5am next day.
- 3 In case a large-scale disaster occurs, you may not receive the emails from JAIST mail server. In order to increase ANPIC email reach during disaster, please add more than 1 frequently used email address like your mobile phone email address to the “mail address 2 “and “mail address 3” on <アカウント設定> screen of <JAIST ANPIC>.  
In addition, we strongly recommend smartphone users to download ANPIC application as per following URL.  
<https://www.jaist.ac.jp/anpic/data/user-guide2-e.pdf>
- 4 ANPIC mails may go to your spam or junk folder. To be sure to receive the mail, please set for “domain reception settings” for JECC <[no-reply@jecc.jp](mailto:no-reply@jecc.jp)> that operates ANPIC.
  - \*To set the domain reception settings, please check with the mobile phone company.
- 5 Please send a test email to your registered email address from the <アカウント設定> and make sure that you receive the test email.

[contact]Crisis Management General Affairs Department [kikikanri@ml.jaist.ac.jp](mailto:kikikanri@ml.jaist.ac.jp)  
ANPIC HP : <https://www.jaist.ac.jp/anpic/index-e.html>

JAIST ANPIC:  
※To log in, you need  
your ID and password.



# Emergency Response Manual <for students>

In the event of an emergency such as a natural disaster or terrorist attack, JAIST will make it a top priority to confirm your safety. If you are involved in or witness a disaster or terrorist attack, please call one of the numbers below, and make sure your cell phone settings do not block calls from JAIST.

## 【Contact】

- Crisis Management, General Affairs Department    0761-51-1042/[kikikanri@ml.jaist.ac.jp](mailto:kikikanri@ml.jaist.ac.jp)
- Facilities Management Department                    0761-51-1123/[kikaku@ml.jaist.ac.jp](mailto:kikaku@ml.jaist.ac.jp)
- Student Affairs Department                            0761-51-1932/[gakusei@ml.jaist.ac.jp](mailto:gakusei@ml.jaist.ac.jp)
- Main number ※    0761-51-1111/[daihyo@ml.jaist.ac.jp](mailto:daihyo@ml.jaist.ac.jp)

※Call the Disaster Prevention Center (0761-51-1000) at night or after office hours.

## 【 Priority phone numbers in case of disaster ※】

- General Affairs Department                            0761-51-0091
- Accounting Department                                0761-51-0092
- Facilities Management Department                   0761-51-0093
- Disaster Prevention Center                           0761-51-0094

※ Priority phone numbers in the event of a disaster or other call restrictions.

## ○Emergency Preparedness

- Inspect building walls, etc. regularly for deterioration, deformation, damage, cracks, etc.
- **For building and equipment problems, installation of shatterproof film on glass, furniture securing devices, etc., call the Facility Management Section (ext. 1123) or the Accounting Department (ext. 1104).**
- Prepare helmets or other items that can protect the head from falling objects.
- Inspect signboards, lighting equipment and glass windows, and install fall and shatter protection.
- Make sure that equipment that uses fire and fuel containers are stable and that there are no objects around them that could fall on the equipment, etc.
- Do not place flammable items around gas stoves and water heaters, etc. Also, make sure the fire is put out before leaving the room.
- Make sure you know where and how to use fire extinguishers and hydrants.
- Make sure you know at least two evacuation routes in case a doorway is blocked.
- Install furniture restraints on furniture in labs, offices and meeting rooms to prevent tip-overs.
- Do not place heavy objects on top of the bookcase.
- Do not place boxes or lockers in hallways, stairways, or near doors. They may block escape routes in the emergency.
- Prepare emergency supplies in advance.
- Check routes to your home in case of road closures or public transportation shutdowns.
- Keep a list of emergency numbers on hand to report your safety in case of an emergency. Also, be sure to register and set up the ANPIC safety confirmation system.

# Earthquakes

If an earthquake of intensity 6 or higher occurs and an emergency headquarters is set up, please follow the instructions of the headquarters.

## During an Earthquake

### If an earthquake happens :

- Do not rush outside and ensure your own security.
- Turn off the fire immediately.
- Turn off gas valve.
- Protect yourself from falling objects.

## After an Earthquake

### If you are injured :

- Shout out for help if you cannot move and let people know you are alive.  
If you cannot speak, make a loud noise to get others to notice you.
- Make every effort to contact the outside by cell phone or other means.
- Report your situation (safety status, current location, etc.) on the ANPIC safety confirmation system.

### If you find an injured person, fire, etc. on campus :

- Report to the Disaster Prevention Center (ext. 1000) and JAIST staff, and call 119 for an ambulance or fire truck. If there are any injured persons, also contact the Health Care Center. (ext. 1036).
- Secure your own safety, and then perform initial firefighting and first aid.

## Evacuation

### Decide to evacuate or not. :

- Check the surroundings and, if safe, wait for emergency broadcast instructions.
- If you are not evacuating immediately, open windows and doors to make sure you have evacuation routes in case of aftershocks.
- If the place you are in is not safe, evacuate calmly.

### Important points :

- Stay calm, and check which route is safe for evacuation.
  - In case of fire, cover your mouth and nose with a towel or handkerchief.
  - Do not use elevators, use stairs.
- ※ See page 4 for evacuation sites on and off campus

## Report your safety

### After your safety is ensured :

- Report your safety to JAIST using the ANPIC system. If the situation has changed since the initial report, update as necessary.
- Contact your family to inform them of your safety by using NTT's Disaster Emergency Message Dial, information registration and retrieval by cell phone, and information registration and retrieval via the Internet.

# Response to other emergencies

## 1. In case of fire

- First, ensure your own safety.
- Notify others in a loud voice and call the Disaster Prevention Center (ext. 1000).
- If you can extinguish the fire with a fire extinguisher, do so; if you cannot, call 119 immediately.
- After calling 119, evacuate the scene if necessary.

## 2. If you see a suspicious person

- First, ensure your own safety.
- Promptly report the sex, face, age, clothing, number of persons, what they are carrying, and other details of the suspicious persons to the Crisis Management (ext. 1042) or the Disaster Prevention Center (ext. 1000).
- Call 110 if necessary.

## 3. If you are involved in a terrorist attack or major disaster overseas

- First, ensure your own safety.
- Notify the Student Affairs Department ([gakusei@ml.jaist.ac.jp](mailto:gakusei@ml.jaist.ac.jp)) and your supervisor of your safety.

## 4. If you see a bear

- Do not provoke a bear, and move away calmly and quietly.
- Call 110 or Agriculture and Forestry Division of Nomi City (0761-58-2256) and report that you saw a bear.
- If you are attacked by a bear, lie face down on the ground and protect your face, stomach, and the back of the neck with your hands until the bear leaves you to avoid serious injury. Call 119 if necessary.

## 5. Others :

### Possible cases :

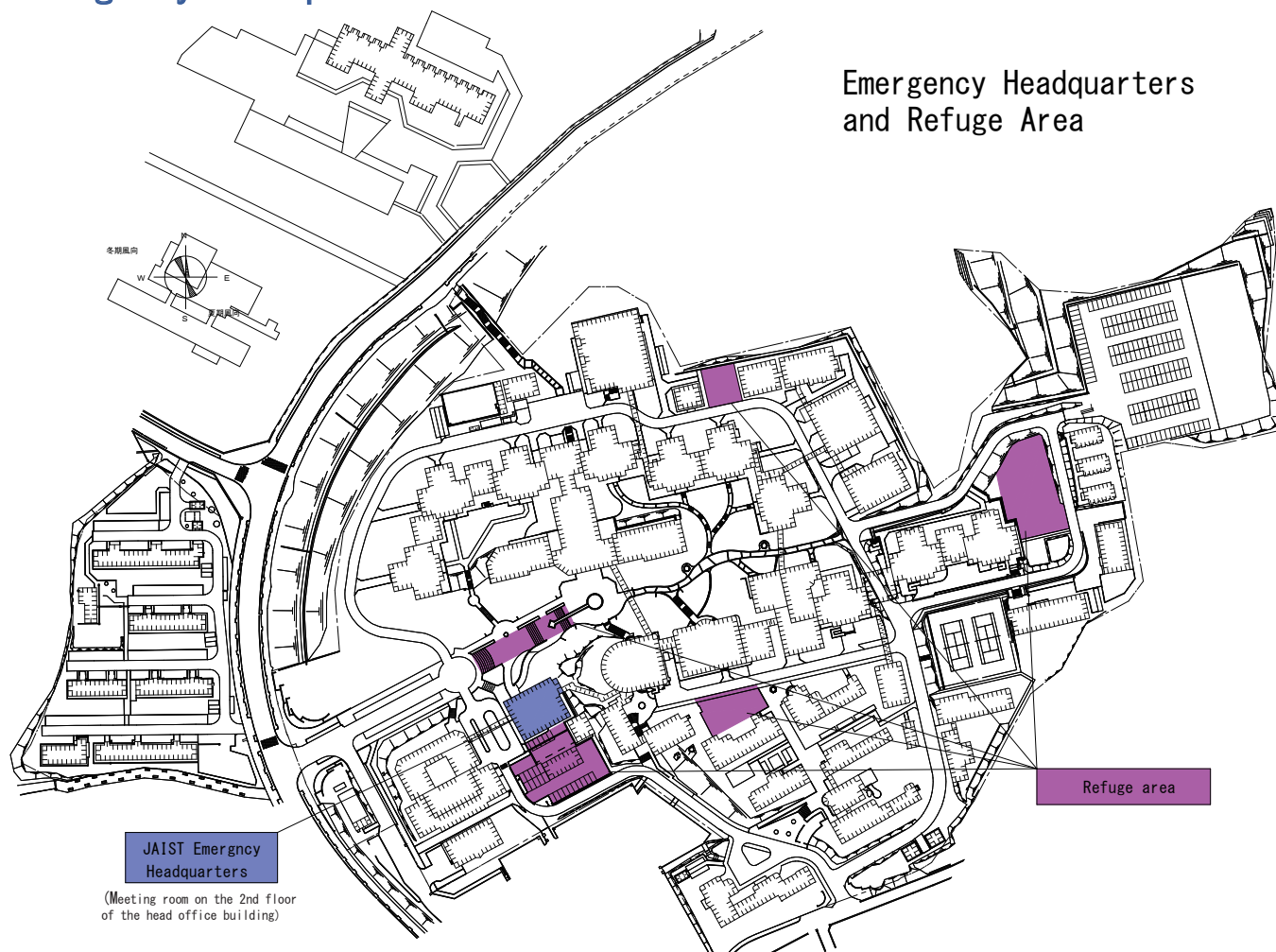
- Crime, large-scale traffic accidents, etc. near JAIST
- Mudslide, road blockage, etc. near JAIST
- Equipment/facility problems such as elevator stoppages, laboratory equipment malfunctions, etc.
- Water leakage or damage in the building
- Accidents during experiments

### What to do :

- Call the Crisis Management (ext. 1042) or the Student Affairs Department (ext. 1932). At night or after office hours, call the Disaster Prevention Center (0761-51-1000).
- Call 110 or 119 if necessary.
- ※ Read the "Safety Handbook" carefully in advance to learn what to do in case of accidents involving experimental equipment, gases, chemicals, and X-rays, etc.

# Appendix

## Emergency Headquarters and Evacuation Area



## Important Points for Emergency Calls to Police and Fire Departments

### Police station :

- Ishikawa prefectural police headquarters(110)
- Nomi Police Station (0761-57-0110)
- Miyatake Police substation (0761-51-2337)

### Important points

1. Tell what happened, disaster, accident, crime.
2. Tell when and where it happened.
3. Tell what the suspect or persons involved in the accident did, tell if they are near you or if they ran away.
4. Give your address, name and phone number.

### Fire Station :

- Fire headquarters(119)
- Nomi city fire department, Tatsunokuchi Branch office (0761-51-6119)

### Important points

1. Tell clearly whether you need a fire truck or an ambulance.
2. Tell the exact location of the disaster site, such as "XX-cho, XX-chome, XX.
3. Give the name of the building (or nearby landmarks if you do not know the name).
4. If calling an ambulance, tell them "what happened, what the symptoms are, etc. "
5. Give the phone number you are calling from.  
※If a landline or public phone is nearby, use that first.