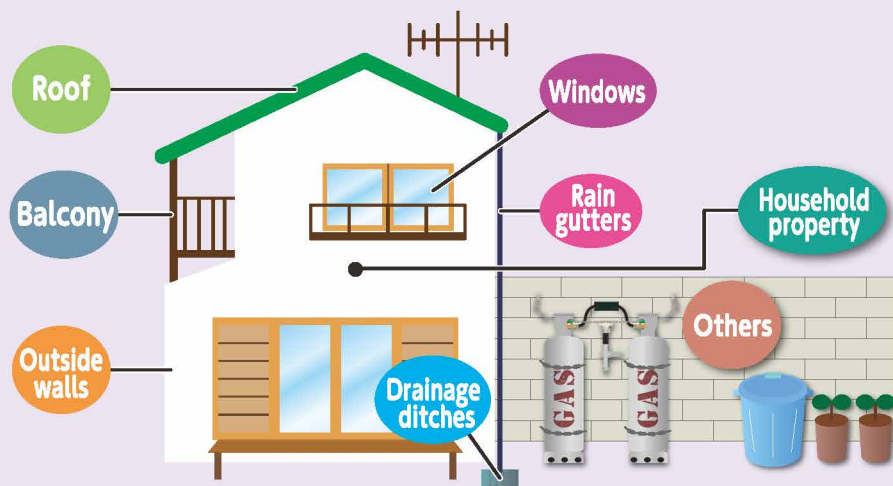


## 3-1. Day-to-day preparedness against disasters

### ① Check the area surrounding your house



#### Household property

- ☐ Check whether you have moved to a higher place the objects that may get damaged on getting wet.

#### Roof

- ☐ Check your TV antenna, sheet metal roof or loose roof tiles for a danger.

#### Balcony

- ☐ Check for things that may fall down or get scattered if blown off your balcony.

#### Outside walls

- ☐ Check whether there are cracks in the walls.

#### Windows

- ☐ Check if the window frames or storm shutters are loose.

#### Rain gutters

- ☐ Check if any of the gutter joints disconnected, the paint is peeling, or the gutters are showing any signs of decay.

#### Drainage ditches

- ☐ Check whether the drainage ditches are clogged with garbage and/or soil.

#### Others

- ☐ Check whether you have propped up the trees in your garden with supports.
- ☐ Check if your brick fence is likely to be tumbled.
- ☐ Check that your propane tank is well secured with a chain.

### ② Let's find out the countermeasures to be taken in your home in an emergency

Floods can be reduced by using household items instead of sandbags or water barriers.

#### [e.g.1] Garbage bags and cardboard

- ① Double garbage bags and fill it halfway with water

- ② Place garbage bags in a cardboard box and connect some boxes together

#### [e.g.2] Plastic canteens and ground sheets

- ② Wrap the plastic canteens with ground sheets and connect them together

- ① Fill plastic canteens with water

#### [e.g.3] Flower box planters and ground sheets

- ② Wrap the box planters with ground sheets and connect them together

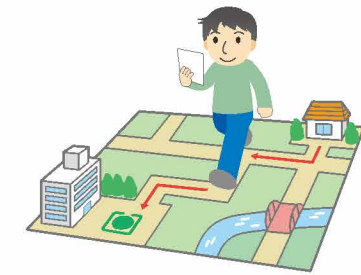
- ① Box planters filled with soil

### ③ Talk about disaster preparation with your family

Disasters can strike at unexpected moments. Talk about how each family member should be prepared, and how to communicate with each other during a disaster. Also, confirm escape routes, inspect inside and outside of your house and identify what may cause danger.

#### ● Identify the location of an evacuation shelter and an evacuation route

- Identify the location of an evacuation shelter. Select multiple evacuation routes. Walk through your plan with you family to make sure the escape routes are safe and easy to walk on. Draw the evacuation routes on this map.
- Identify different evacuation shelter and temporary evacuation sites near your workplace and places you often go to as well.



#### ● Pick an emergency meeting place and confirm how to get there

- A disaster may happen when your family members are not together. It could occur when you or your family members are at work, school or other locations outside your home. During a natural disaster, your mobile phone may not be able to make or receive calls. Talk with your family about what to do in an emergency.
- Check the arrangements for collecting children from nursery schools, kindergartens and other schools in the event of a disaster.



#### ● Make sure you have phone numbers for everyone in your household

- Confirm the addresses and telephone numbers of the workplaces and schools of your family members.
- Make sure you have phone numbers of your relatives and friends as emergency contacts.
- Check the contact methods to be used in an emergency, such as Disaster Emergency Message Dial (171) and Disaster Emergency Message Board, and learn how to use them.



#### ● Check your emergency items and stockpiles

- Check with your family that the required items are assembled and where they are stored.
- Replace drinking water and emergency food on the regular basis. Make sure a flashlight (torch) and a radio are ready to go.



#### ● Inspect inside and outside of your house and identify what may cause danger

- Identify the safest place inside your home.
- Make sure heavy furniture is ensured to a wall and locations of glass windows, which can cause danger when they are broken.
- Inspect the exterior and outside of your house for danger: roof, faces and gas tanks.



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# ③ Be prepared for disasters

## ④ Emergency items and stockpiled emergency goods

Public support supplies may not arrive immediately after the occurrence of a disaster. As people rush to shops such as convenience stores, these stores may rapidly run out of products. Therefore, it is very important to stock disaster prevention goods such as emergency food in your home.

### Emergency items

Emergency items are the things to be carried while evacuating. Make sure you keep your necessary items in a backpack, which allow you to use both hands. Do not carry unnecessary items.

#### Valuables

- IDs
- Health insurance cards
- Hanko(Personal stamp)
- Bankbooks
- Cash (Arrange for coins)



#### Appliances

- Flashlight (Torch)/Headlight
- Dry-cell batteries
- Radio
- Mobile phone, phone charger



#### Medicine

- Prescription drugs and over-the-counter medicines
- Masks  Medical diary  Thermometer



#### Bags

- Plastic bags, polythene bags
- Plastic bags with zipper

#### Water, food, etc.

- Drinking water (Two 500 ml bottles per member of your family)
- Portable food (biscuits, chocolates, health supplements, and other easy-to-carry food)



#### Others

- Alcohol for disinfection
- Tissue papers, and wet tissues
- Work gloves
- Rain gear, winter clothes
- Slippers
- Ground sheet
- Spare underwear and tops
- Writing implements
- Personal hygiene products
- Disposable heat packs
- Towels and socks
- All-purpose knife
- Toothbrush
- Plastic cups and paper plates

### Stockpiled emergency goods

Emergency stockpiles are the things that you need immediately after the disaster until the chaos subsides. Stock up for at least 3 days, preferably 1 week.

- Drinking water, water for daily use
- Emergency water supply bag
- Emergency food (freeze-dried-rice, read-to-eat-food and so on)
- Portable cooking stove, portable gas cylinders
- Food wraps, aluminum foil
- Sanitary products
- Rain gear
- Disposable heat packs
- Spare batteries



### Implement stock rotation!

Consider stock regular food instead of emergency food for an emergency situation.

You can stockpile regular food such as canned food, instant cup noodles or ready-to eat food instead of emergency food.

When you go grocery shopping, buy extra foods and stock them for an emergency situation. Consuming products with impending sell-by dates to the front of the shelf and moving products with later expiration dates to the back. This prevents unnecessary and costly waste.



## 3-2. Local disaster prevention activities

### ① Self-help, mutual assistance and public assistance



Cross-sector collaboration among "Self-help", "Mutual aid" and "Government aid" and enhancing disaster response capacity are vital in order to minimize the impacts of a disaster.

#### Self-help

#### Protecting oneself

Self-help refers to the act of preparedness and action to protect yourself. Read this hazard map and other information resources to understand disasters. Be prepared.

#### Mutual assistance

#### Protect your community

Mutual assistance refers to the preparation and actions to protect one's community with the local residents. It is vital to work close with people in your community to minimize the impacts of a natural disaster and help the victims. Ensure talking action in an effort to ensure effective coordination during a disaster.

#### Public assistance

#### Support by public institutions including the government

Public assistance refers to disaster countermeasures implemented by government institutions (e.g. The City, Police department, Fire department, The Prefectural government or The central Government). Each institution prepares to implement emergency measures as soon as possible after a disaster occurs.

### ② Regional disaster prevention plan

Kofu City organized disaster preparedness workshops for all residents' associations in 2017 and 2018. The city also produced "Regional disaster management plan" for each region. Read the management plan for your local area.

#### Contents of regional disaster prevention plan

- Team formation and division of roles
- Promotion of disaster prevention measures in your house
- Public awareness about disaster prevention
- Identifying disaster-prone areas
- Evacuation shelters (Meeting places, evacuation locations, evacuation centers)
- Safety confirmation and damage inspection
- Implementing disaster prevention drills
- Stocking disaster prevention equipment and food
- Action plan during disasters and so on



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## ③ Helping vulnerable people

People who need special considerations include elderly persons, people with disabilities, infants, foreigners and other people who may need special assistance at the time of a disaster. Even before a disaster strikes, identify the people in your neighborhood who may need special assistance so that you can immediately help them evacuate in the case of a disaster.



### Person with lower/upper disabilities

**Supporting person**

- On the stairs, 2 and more people should carry a patient. Carry the patient his/her head facing up during stair ascent and back down stair ascent.

### Person with hearing impairment

**Supporting person**

- You should open your mouth a little wider and speak clear.
- Try to communicate either with sign language, writing or gestures.

### Person with vision impairment

**Supporting person**

- While evacuating, they may request that you describe the surroundings and obstacles in a person's pathway.
- While guiding them, the person being guided should lightly grasp the guide's arm, just above their elbow. They should walk a half step ahead of the person they are guiding. The guides should walk a half step ahead of the person they are guiding.

### Non-native Japanese

**Supporting person**

- Try to communicate with gestures if the person do not understand Japanese language. Do not leave them alone.

## How to use a list of people requiring support during an evacuation

The city has created a name list (List of Persons Needing Evacuation Assistance) of some of the persons who need special assistance, and especially of those who need evacuation assistance.

There are two types of lists of people requiring support during an evacuation.

- "A list of people who have consent to provide their personal information to their local disaster preparedness organizations even in non-disaster situations.
- "A list provided to the local disaster prevention organizations on the basis of laws and regulations, regardless of the consent of the listed person"

### List of people requiring support during an evacuation

#### At normal times (Persons who have consented to providing personal information)

The list of people who have consented to providing personal information is provided to local disaster prevention organizations (residents' council) in your locality or authorities such as district welfare officer and child welfare volunteers, and is used to maintain an evacuation support system during a disaster.

#### During disaster (Persons who have consented to providing personal information, and those who have not)

The list of all target people is provided to local disaster prevention organizations (residents' council) in your locality or authorities providing evacuation support such as district welfare officer and child welfare volunteers, and is used to convey evacuation information, and for evacuation support and safety confirmation.

## 3-3. Some examples of disaster prevention programs

### ① Disaster Prevention Information Web

This website features some disaster learning tools, through which you can get essential knowledge about natural disasters and action to be taken in the event of a disaster. The "Hazard Map" allows you to view the various types of hazard maps. The "Disaster Preparedness Simulation" allows you to listen to a warning sound of the J-Alert system and to learn about disaster preparedness. The "Disaster Preparedness E-learning" program has some contents which teach you the possible problems after an earthquake strikes and how to prepare for an earthquake.



(The Disaster Prevention Information Web can be viewed on devices connected to the Internet.)

Kofu City Disaster Prevention Information Web <http://kofu.gisweb.jp/>

### ② Kofu City Disaster Prevention Leaders

To minimize disaster damages, it is crucial for the residents to come together as one, to work together and to make a prompt and effective emergency response right after a disaster strikes.

With this in mind, Kofu city has created the Kofu City Disaster Prevention Leader Registration System. This system fosters the leaders who take on disaster prevention activities independently in the Kofu area to foster human resources that can shoulder the task of building a community that can efficiently deal with disasters.



Disaster prevention workshop for community's leaders

### Create "My Evacuation Plan (My Timeline)"

"My evacuation plan" (My Timeline) helps you to make an evacuation plan in the event of a disaster. Arrange your evacuation ahead of time so you will know what to do in a crisis.

Take a look at this flood hazard map, understand your home's flood risk and then make sure what evacuation actions to take.

		My Evacuation Plan (My Timeline)				
		1	2	3	4	5
Warning Level	Information for the residents about what actions to take	Check weather information and other relevant information on TV, radio, online or phone. Stay prepared for an evacuation.		Evacuation of vulnerable residents	Evacuation order	Take action to protect your life
	Weather information	Heavy rain	Early advisory	Heavy rain advisory	Heavy rain warning	Sediment disaster warning information
Evacuation information	Flood			Flood warning		Heavy rain warning
	Sediment disaster			Flood warning information		
Action to take	Information on river water level (Storm)			Evacuation warning		
	Storm			Storm warning		
Where to evacuate	Grandparents place in OO town					
	My car					
Estimated evacuation time						
	30 minutes					

**① Write down your evacuation location, how to evacuate and estimated evacuation time.**

**② Sort out when is a good timing to evacuate based on the evacuation information and weather information.**

**③ Write down when to start preparing for an evacuation and when to start an evacuation.**

**④ Write down what you must do by the time you evacuate.**

**⑤ As you complete tasks collect items, tick off them through.**

**Level 4! All evacuate!**

**Things to do before an evacuation:**

- Confirm where to evacuate and identify escape routes
- Buy emergency-preparedness items
- Charge your mobile phone
- Check the course of a typhoon on TV or other resources
- Change into comfortable clothes
- Check this hazard map again
- Check river-water level information
- Inspect and tidy up your garden
- Check evacuation information on the disaster prevention application
- Check the schedules of your family
- Charge your mobile phone

**Check emergency items and stockpile:**

- Food / Drinking water
- Health Insurance Card
- Cash
- Mobile phone
- Household medicines
- Rain gear, spare clothing



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## 3-4. Arrange your evacuation plan [※See page 40 for how to create.]

### My Evacuation Plan (My Timeline)

Warning Level	1	2	3	4	5
<b>Evacuation information</b> Information for the residents about what actions to take ※The City will issue these information when the warning level reaches Level 3.	Check weather information and other relevant information on TV, radio, online or phone. Stay prepared for an evacuation.		<b>Evacuation of vulnerable residents</b>	<b>Evacuation order</b>	<b>Take action to protect your life</b>
<b>Weather information, water level information, etc.</b>	Heavy rain	Early advisory	Heavy rain advisory	Heavy rain warning	Heavy rain warning
	Sediment disaster			Sediment disaster warning information	
	Flood		Flood advisory	Flood warning	
	Flood warnings and advisories for designated rivers		Flood advisory	Flood warning information	Flood information
	Information on river water level (Storm)	Early advisory	Water level advisory	Evacuation warning water level	Alarming level that triggers flooding
<b>Action to take</b>	<ul style="list-style-type: none"> <li>Check the weather information forecast and evacuation information</li> <li>Double check your evacuation routes and emergency items</li> </ul>		Vulnerable residents such as elderly people, who may have harder time evacuating must evacuate.	All individuals must evacuate from hazardous areas.	Immediately take actions to protect yourself!

#### Where to evacuate

#### How to evacuate

#### Estimated evacuation time

#### Actions to take




Things to do before an evacuation	
<input type="checkbox"/> Confirm where to evacuate and identify escape routes	<input type="checkbox"/> Buy emergency-preparedness items
<input type="checkbox"/> Cooking stove, other electric appliances and electronic circuit breakers	<input type="checkbox"/> Tell your family and relatives where you will evacuate

Checking emergency items and stockpiles		
<input type="checkbox"/> Food / Drinking water	<input type="checkbox"/> Health Insurance Card	<input type="checkbox"/> Cash
<input type="checkbox"/> Mobile phone	<input type="checkbox"/> Household medicines	<input type="checkbox"/> Rain gear, spare clothing

※Your evacuation plan alone will not protect your life 100% against a disaster. Check evacuation information and weather information regularly. Take necessary action accordingly.

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