

To all students and staff members,

From: President Kyōsuke Nagata

Notice of 2014 Emergency Disaster Drills at the University of Tsukuba

1. Purpose

We are conducting an emergency disaster drill in order to ensure the safety of our students and faculty members, verify the disaster response system, and improve our response capacity in the case of a large-scale earthquake.

- ※ For faculty members in charge of classes on the day of the drill, please direct all attending students to the nearest evacuation site. You will be participating as “evacuation guides.”
- ※ For students, given that often during a large-scale earthquake you are forced to ensure the safety of yourself and others, we urge you to actively participate in this drill to be better prepared in the event of a real disaster.

2. Drill Implementation Date

Wednesday, November 19, 2014; 13:30 (at the end of the 3rd period) to 14:50

- ※ Hypothetical Disaster
 - Time of occurrence: Wednesday, November 19, 2014; 13:30
 - Scale: Southern Kanto earthquake with intensity of lower 6 on the Japanese seven-stage seismic scale (The disaster drill will begin at 13:30 with the chime at the end of the 3rd period)
- ※ After the evacuation drill, students and staff who will not participate in other drills will be dismissed by the Emergency Headquarters. (Participants in fire extinguisher and smoke screen training at the Administration Center will be dismissed at 14:40.)

3. Participants

Students, Staff (including part-time staff, but excluding part-time lecturers), Disaster Prevention Center Staff

4. Disaster Drill Information

- (1) Safety procedures immediately after the earthquake (for students & staff)
 - Immediately after the 13:30 earthquake, allow 2 minutes to ensure personal safety
 - ※After that, based on instructions from evacuation guides, proceed to evacuate.
- (2) Evacuation Drill (for students & staff)
 - Based on instructions from the evacuation guide (in the case of students, this will be your class instructor), proceed to the nearest outdoor evacuation site where the evacuation drill registration and confirmation will take place by card reader. *Please make sure to have your student or staff ID with you.
 - Evacuation guides shall report the status of the group evacuation to the person in charge at the outdoor evacuation site.
 - For each student dormitory and building, staff shall conduct a subsequent inspection to confirm that everyone has evacuated.
- (3) Transportation of Injured Drill (for staff)
- (4) Emergency Headquarters Establishment Drill (for staff)
- (5) Communication System Drill (for staff)
- (6) Safety Report Drill (for students & staff)
(Register before 17:00 on the Safety Reporting WEB System published on the Official HP and FB Page)
*The Simultaneous Emergency Mail drill will be performed and a link for the online system will be sent.
- (7) Fire Extinguisher and Smoke Screen Training (for students & staff)
(Systems & Information Engineering Area, drill site: Area 3 North Parking Lot)

5. Miscellaneous

- (1) During the drill, each regular administrative office window will be closed.
- (2) The cafeterias and shops are also expected to participate if possible.

University of Tsukuba Emergency Disaster Drill for 2014

Students should actively participate in this to learn how to ensure their safety during a large-scale earthquake.

- Drill Date: Wednesday, November 19, 2014; 13:30 (at the end of 3rd period) to 14:50**
(Students will be dismissed at 14:00) ※Fire extinguisher and smoke screen training participants will be dismissed at 14:40.
- Participants: Students, Staff (excluding part-time lecturers), Disaster Prevention Center Staff**
※ For details on the drill, please look under the “Current Students” and “Staff Only Site” sections of the official university website.

Emergency Disaster Drill Time Schedule (Wednesday, November 19, 2014)

	11/19										11/20	
	13:00			14:00							17:00	
	30	40	50	0	10	20	30	40	50		0	
Evacuation Drill												
	<ul style="list-style-type: none"> Staff Students Evacuation Stage 1 (ensure personal safety) Evacuation Stage 2 (proceed to outdoor evacuation site) 											
	<ul style="list-style-type: none"> Evacuation Stage 1 Evacuation Stage 2 Confirm evacuation situation (registration of evacuees with a card reader) 											
	<ul style="list-style-type: none"> Evacuation Stage 1 Evacuation Stage 2 											
Transportation of Injured Drill												
Emergency Headquarters Setup Drill	<ul style="list-style-type: none"> Setup of rescue airtents for injured (Administration Center or HQ) 											
Communication System Drill	<ul style="list-style-type: none"> Outdoor Broadcasting Drill (HQ) FOMA Terminal Drill Wireless Devices Communication Drill Information Dissemination Drill using University HP and FB (HQ) Residual Checks Simultaneous Emergency Mail Drill (HQ) Safety Reporting WEB System (Registration until 17:00 on 11/20) 											
Fire Extinguisher & Smoke Screen Training etc.	<ul style="list-style-type: none"> Firefighting Training (Administration Center) Evacuation training with mock smoke screen (Administration Center) 											

Staff ——— Students ← - - - →

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