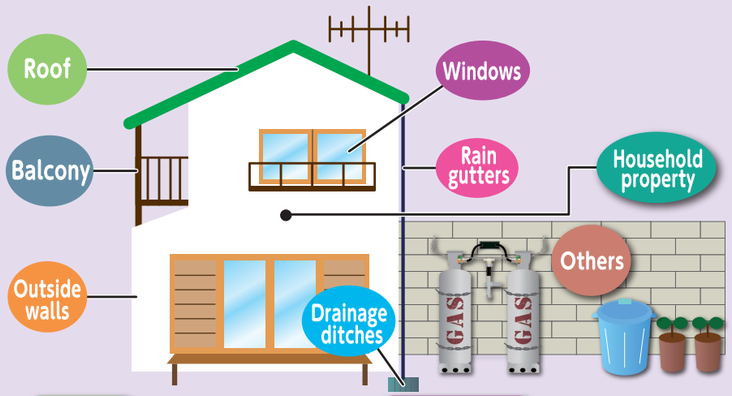
3-1. Day-to-day preparedness against disasters

① Check the area surrounding your house



Roof

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

Windows

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

Balcony

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

Rain gutters

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

Outside walls

☐Check whether there are cracks in the walls.

Drainage ditches

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

Household property

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

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.

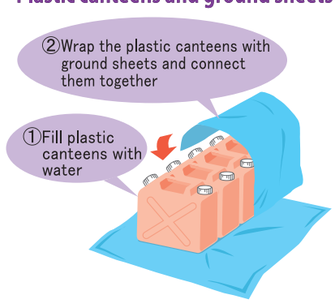
② Let's find out the countermeasures to be taken in your home in an emergency

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

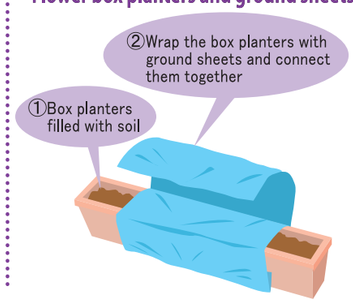
【e.g.1】 Garbage bags and cardboard



【e.g.2】 Plastic canteens and ground sheets



【e.g.3】 Flower box planters and ground sheets



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.



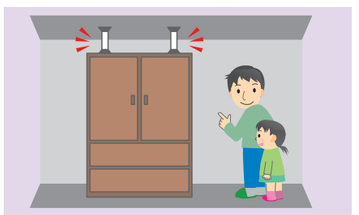
● Check your emergency items and stockpiles

- 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.



④ Emergency items and stockpiles

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 ☐All-purpose knife ☐Toothbrush ☐Plastic cups and paper plates

Stockpiles

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 comminity 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

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. Curry 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

- Use gestures or translation apps to communicate and avoid isolation.

■Creating Evacuation Plans for Facilities Serving People Requiring Special Care

Managers of facilities for people requiring special care located within flood-prone areas or landslide danger zones are required to create evacuation plans, conduct drills, and report to the city.

Facilities subject to these requirements in Kofu City are listed in the Kofu City Flood Control Plan.

Kofu City Flood Control Plan：https://www.city.kofu.yamanashi.jp/bosaitaisaku/bosai/suibou.html

■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"

Guidelines for Use During Normal Times and Disasters

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 Kofu City Comprehensive Disaster Prevention Drills

Kofu City conducts annual comprehensive disaster prevention drills based on the Kofu City Regional Disaster Prevention Plan so that every resident can learn about local disaster risks, get correct safety knowledge, and act appropriately during a disaster.

The drills involve cooperation between local communities and disaster prevention organizations and include hands-on rescue and medical response exercises, as well as citizen-participation drills to enhance local disaster response capabilities.



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.

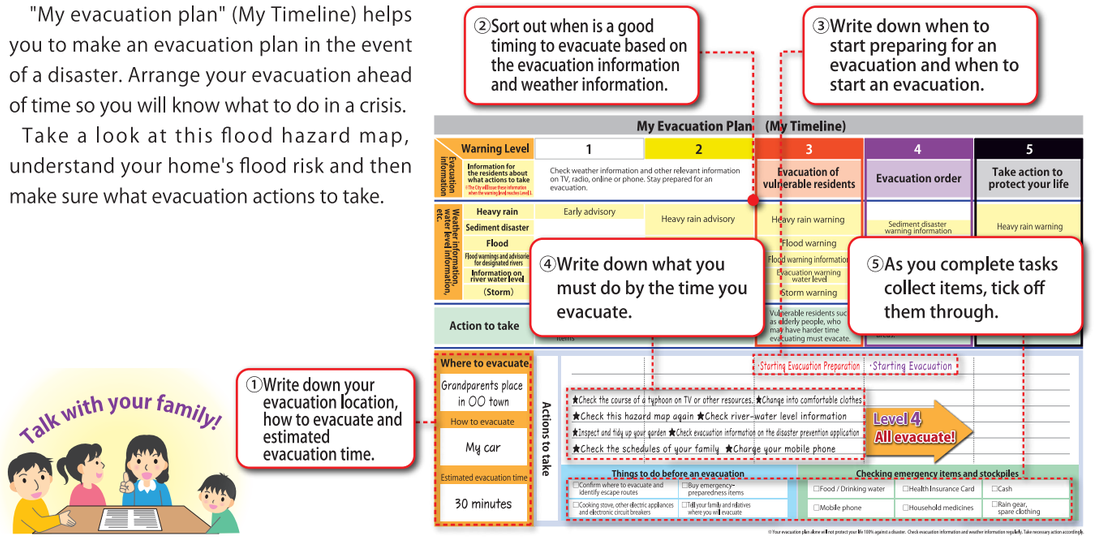


Disaster prevention workshop for community's leaders

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.



3-4. Arrange your evacuation plan 【※See page 56 for how to create.】

My Evacuation Plan (My Timeline)

Warning Level / Evacuation information		1	2	3	4	5
Evacuation information	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.		Evacuation of vulnerable residents	Evacuation order	Take action to protect your life
Weather information, water level information, etc.	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 warning information	Flood information
	Information on river water level		Water level advisory	Evacuation warning water level	Alarming level that triggers flooding	A river has overflowed its bank
	(Storm)	Early advisory	Gale advisory	Storm warning		A high storm warning
Action to take		• Check the weather information forecast and evacuation information • Double check your evacuation routes and emergency items		Vulnerable residents such as elderly people, who may have harder time evacuating must evacate.	All individuals must evacuate from hazardous areas.	Immnediately take actions to protect yourself!

Where to evacuate

How to evacuate

Estimated evacuation time

Actions to take

Level 4
All evacuate!

Things to do before an evacuation

- ☐Confirm where to evacuate and identify escape routes
- ☐Buy emergency-preparedness items
- ☐Cooking stove, other electric appliances and electronic circuit breakers
- ☐Tell your family and relatives where you will evacuate

Checking emergency items and stockpiles

- ☐Food / Drinking water
- ☐Health Insurance Card
- ☐Cash
- ☐Mobile phone
- ☐Household medicines
- ☐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.