

# INSTITUTE OF LIBERAL ARTS AND SCIENCES MAJOR EARTHQUAKE RESPONSE MANUAL

*The Institute of Liberal Arts and Sciences carries out Emergency Drills throughout the year.*

In case a major earthquake occurs in the Tokai region in the near future, it will be essential that more than 2000 students who are taking classes in the Liberal Arts and Sciences Building evacuate quickly and safely to the outside.

In preparation for earthquakes and unforeseen disasters, the Institute of Liberal Arts and Sciences wishes students and staff to remain calm and act appropriately in emergency situations and to respond safely and quickly during evacuation; with this aim in mind, disaster preparedness, evacuation and guidance drills are carried out in the Liberal Arts and Sciences Building throughout the year.

We kindly ask for your understanding and continued cooperation in the drills.

*Director of the Institute of Liberal Arts and Sciences*

**Register your email address for emergency contact on the Nagoya University Portal!**

### **Nagoya University Safety Confirmation System**

In times of disaster, inform the University of your safety information! If a disaster occurs, you will receive an email at your registered address. Follow the instructions to enter your safety status and send a reply.

## 《Nagoya University Emergency Earthquake Early Warning System》

When a magnitude **5 earthquake or above** is predicted at the Higashiyama Campus, a warning will be issued several seconds before violent tremors occur.

### Emergency Earthquake Early Warning

A message will be broadcast.

- Following the sound of the NHK chimes, you will hear the instruction "**Mi no anzen wo kakuho shite kudasai (ensure your safety)**".



### When you hear an Emergency Earthquake Early Warning

There will not be much time before violent tremors begin. Stay away from objects that could easily break or collapse, and seek adequate shelter and protection with the minimum of fuss.

Extinguish Fires

Keep Exits Clear

Safe Position

(Classroom) If desks and chairs are fixed to the floor, remain in your seat and hold on to our desk. If they are not fixed, protect your head.

(Stairs) Go to a landing and adopt a safe position.



### No earthquake occurs

There may be an occasion when no earthquake occurs even after a warning. Even when you suspect a false alarm, please follow media information, and **remain vigilant until a formal announcement is made.**

**An earthquake occurs**

**"Initial Response Manual  
for Earthquakes"**

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## Initial Response Manual for Earthquakes (Liberal Arts and Sciences Building)

### When an earthquake occurs

#### 1. Protect Yourself First!

Protect your head from falling objects with bags, books, etc., and wait quietly for the tremors to die down.

#### 2. Keep the Emergency Exits Clear!

If there is time, open the exit door and ensure that corridors are clear.

#### 3. Quickly Extinguish Any Fires!

When using a flame during an experiment, etc., put it out. Move away from any chemicals.



1-2 minutes after earthquake occurs (once tremors have died down)

#### 1. Check if Everyone in the Room is Safe!

Confirm that no-one is trapped under shelves, etc.  
Check whether anyone is injured.

#### 2. Check the Building Conditions!

Check whether the building is not leaning over, and whether the walls are not cracked or crumbling.

#### 3. Turn Off Any Laboratory Equipment!

#### 4. Check for Fires!

If a fire has broken out, stay calm and start extinguishing it at its early stage while maintaining your own safety.



3 minutes after earthquake occurs

#### 1. Help People in the Neighboring Classrooms!

Confirm that no-one is trapped under shelves, etc. in other rooms.

#### 2. Beware of Aftershocks!

Depending on building conditions, there may be a danger of collapse in an aftershock. In such a case, evacuate to the designated evacuation area.

## If evacuation is necessary

If an evacuation is deemed necessary due to the state of the building, **instructions will be given via internal broadcast**; there may also be other circumstances in which instructors will consider it necessary to evacuate.

## Evacuation

Evacuate **according to the instructor's directions**.

Customarily **be aware of routes from your classroom to the emergency exit**.

1. Evacuate calmly.
2. **Provide priority support to people with special needs.**  
*✂ It is important to familiarize you and others with the evacuation method of wheelchair users.*
3. Leave large possessions behind when you evacuate.
4. **Do not use elevators.**
5. **Try not to halt** during evacuation.
6. Keep the "**Four Don'ts**" in mind:



Don't **push**, Don't **run**, Don't **talk**, Don't **go back**

### Check (instructor's responsibility)

1. Ensure that everyone has evacuated the classroom.
2. Check the evacuation status of neighboring classrooms.
3. Check toilet rooms.

Guide students to the designated disaster evacuation area

## Temporary refuge

1. Once outside, students should wait at **their designated disaster evacuation area**.
2. Do not return to the classroom until safety is secured.
3. Aftershocks may cause external walls and other objects to fall. Stay a sufficient distance from buildings.
4. Follow guidance/instructions from the University.