

Living Guide for Foreign Residents

English version



大 田 原 市

Ohtawara City

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1 Foreword

This guidebook contains information on how to deal with emergencies and disasters, matters of daily living, necessary registrations, and so on. We hope you will find it helpful as you live in *Ohtawara*.

2 When making inquiries

When making an inquiry at the reception desk of the municipal office, you may have trouble if you cannot understand the Japanese language. In this case, please bring somebody who can communicate in Japanese.

Tochigi Prefecture also provides consultation for foreigners; please consult with these offices if you have any trouble.

● Consultation for Foreign Residents

Name of Organization	Telephone #	Available language (s)	Consultable Items / Hours
<i>Tochigi</i> Consultation and Support Center for foreign residents	028-627-3399	English Portuguese Spanish Other 8 languages	General consultation Tue.-Sat. 9:00-16:00
			Mental health consultation (appointment necessary) 1 st Tue. 15:00-16:00
			Resident visa consultation (appointment necessary) 2 nd Wed. 10:00-16:00
<i>Ohtawara</i> International Friendship Association	0287-22-5353	English Chinese Korean	General affairs, living Every Wed. 10:00-16:00
Information Center for Foreign Residents	0570-013904	Check before visiting.	Resident visa consultation Mon.-Fri. 8:30-17:15

※ Consultation date and time can be changed. Please be sure to call before visiting.

3 Registration at the Municipal Office

You are required to register several things in to live in *Ohtawara*.

You can also submit applications for necessary certificates and proofs, child benefit, and assistance for medical expenses.

◎ Main Registration

【Resident Registration】

Foreigners living in Japan for more than 3 months, excluding those planning short stays or illegal residents, must be registered at the municipal office within 14 days. Foreign residents will receive a resident card after registering their address.

Special permanent residents are required to report the changes of their name, nationality, address and resident status to the municipal office. When reporting, please bring your certificate of special permanent residence to the municipal office.

【Contact】 *Shiminseikatsubu Shiminka* ☎0287-23-8752

【Moving Residences】

In the case of moving from *Ohtawara* to another city or town, prior to moving out you should get a certificate of moving out after filing a report to move out at the *Ohtawara* municipal office. You are required to register at your new city office with your new address within 14 days with your certificate of moving out and your resident card or certificate of special permanent residence.

In the case of moving in from another city or town to *Ohtawara*, you are required to file a report to move out to your previous city office and get a certificate of moving out. After your move into *Ohtawara*, you are required to report to the municipal office within 14 days with a certificate of moving out from your previous city and resident card or certificate of special permanent residence.

In the case of moving within *Ohtawara*, you are required to make a change of address report to the city office within 14 days with a certificate of moving out and your resident card or certificate of special permanent residence.

【Contact】 *Shiminseikatsubu Shiminka* ☎0287-23-8752

【Resident card】

Foreigners registered to be residents can apply to receive the same resident card as Japanese citizens instead of the former Alien Registration Card certificate as of July 9, 2012.

If necessary, please come to the municipal office with a form of identification (e.g., resident card or driver's license). If you cannot come to the city office, you can apply for one by mail.

【Contact】 *Shiminseikatsubu Shiminka* ☎0287-23-8752

【Birth Registration】

You are required to register the birth of a child to the municipal office within 14 days of birth with a certificate of birth issued by a medical doctor.

【Contact】 *Shiminseikatsubu Shiminka* ☎0287-23-8705

【Pregnancy Notification】

When you become pregnant, you are required to file your pregnancy notification with a certificate issued by a medical doctor. The municipal office will issue you a “Health Handbook for mother and child” and a medical check card for pregnant women, as well as a certificate of eligibility for medical expense assistance for pregnant and nursing mothers.

【Contact】 *Hoken Fukushi-bu Kodomo Koufuku-ka* ☎0287-23-8634

※ **Other reports, notifications, and registrations**

Marriage notification, divorce notification, notice of death, acquisition of Japanese citizenship reports, naturalization reports, reports of adoption/cancellation of an heir, and registration of personal seal.

【Contact】 *Shimin Seikatsu-bu Shimin-ka* ☎0287-23-8705

◎Child benefit

Residents with children up to 15 years of age must take the necessary procedures to receive the child allowance. Furthermore, the municipal office needs to confirm the annual income and qualification of residence.

● **Amount of allowance**

Age of Child	Amount
Under 3 years of age	15,000 yen monthly
Over 3 years of age, before finishing elementary school (first and second child)	10,000 yen monthly
Over 3 years of age, before finishing elementary school (third child)	15,000 yen monthly
Junior high school student (across-the-board)	10,000 yen monthly
Households that exceed eligible income level, per child	5,000 yen monthly

※ How to determine eligibility:

Only children who have yet to finish high school (18 years old or younger) will be considered.

【Contact】 *Hoken Fukushi-bu Kodomo Koufuku-ka* ☎0287-23-8932

◎About the Medical Expense Subsidy System

This system is available to assist citizens with medical expenses at medical institutions. You are required to file an application form with the receipt of your medical expenses (within 1 year after its occurrence). The subsidy will be paid into your bank account. This system is only available to those who are entitled in the health insurance program. Please comply with registration procedures described below.

[Child Medical Expense Subsidy]

This subsidy is to assist with medical expenses (insured medical care only, excluding meals and hospital charges) of children younger than 18 years old. Please bring your health insurance card and bankbook of the child's guardians to the municipal office.

※Children before entering elementary school (0-6 years of age) treated by medical facilities in Tochigi Prefecture will not be charged for medical expenses covered by insurance after presenting proof of eligibility for child medical care expense assistance and their health insurance card.

[Subsidies for medical expenses of pregnant women and nursing mothers]

This subsidy is to assist with medical expenses to pregnant woman directly in the case of medical expenses occurred (insured medical expenses only, excludes meals and other hospital fees). The duration of receipt starts from the first day of the issued month of the Mother and Child Handbook until the last day of the next month of the baby's birth. You are required to bring your Mother and Child Handbook, health insurance card, and bankbook of the pregnant mother.

[Subsidies for medical expenses of single parent families]

Single parent and child families are eligible for this subsidy. This subsidy is to assist single parents with medical expenses (insured medical care only, excluding meals) incurred for children up to 18 years of age. The subsidy will be paid on the first day of the applied month.

Please bring your health insurance card and bankbook in the name of the guardian. In addition, documents that prove you are a single parent (Certificate of qualified recipient of child subsidy) are required.

Subsidy is subject to annual income limitation.

[Contact] *Hoken Fukushima-bu Kodomo Koufuku-ka* ☎0287-23-8932

[Subsidies for medical expenses of people with severe mental or physical disabilities]

If a mentally/ physically disabled person incurs medical expenses (Insured medical expenses only excluding meals), this system will provide the affected person with subsidy. The person can receive assistance from the first day of the applied month. Those who are older than 75 years of age are subject to meal assistance as well if they belong to senior citizen insurance. Applicants must bring their health insurance card and bankbook in the name of the guardian. In addition, applicants are required to bring documents that verify the degree of disability such as a physical disability certificate or medical certificate issued by a doctor.

※ Conditions depend on degree of disability and age. For more information, please contact us.

[Contact] *Hoken Fukushima-bu Fukushima-ka* ☎0287-23-8921

4 Taxes

There are four types of taxes in the city, namely Municipal and Prefectural Resident Tax, Property Tax, City Planning Tax and Light Motor Vehicle Tax. Please be sure to pay taxes once receiving a notice.

[About Municipal and Prefectural Resident Tax]

People who have a domicile within *Ohtawara* as of January 1st and earned income that is above a certain amount are responsible for paying resident tax. The amount to be paid depends on the income earned from January 1 to December 31 of the previous year and tax deductions.

[Contact] *Zaimu-bu Soumu-ka Shiminzei-gakari* ☎0287-23-8725

[About Property Tax and City Planning Tax]

Property Tax and City Planning tax are imposed (levied) on those who own land, building and other types of assets (fixed assets) within *Ohtawara*. These taxes are calculated based on the value of the fixed asset.

[Contact] *Regarding Land| Zaimu-bu Zeimu-ka Shisanzei Tochi-gakari* ☎0287-23-8726

Regarding building| Zaimu-bu Zeimu-ka Shisanzei Kaoku-gakari☎0287-23-8864

[About Light Motor Vehicle Tax]

There are two types of Light motor vehicle Taxes - Environmental performance discount and Light Vehicle Type Discount. Environmental performance discount is levied when you obtain a light vehicle, and Light Vehicle Type Discount is levied on those who own a motorcycles and other types of light automobiles as of April 1st of that year.

In case of registration, disposal, transfer, relocation, you are required to notify by submitting a form.

[Contact] *Zaimu-bu Zeimu-ka Zeisei-gakari* ☎0287-23-8785

[How to pay taxes]

Pay your taxes by the due date. Taxes will be paid at the city hall, financial institutions, and convenience stores by using the tax payment slip. Also, account transfer can be used to make a tax payment.

[Contact] *Zaimu-bu Shuunou Taisaku-ka Shuunou Kanri-gakari* ☎0287-23-8639

[Delinquency in payment]

If the obligatory resident tax payment due is delinquent, “Collection Letter” will be sent. Furthermore, “Late Payment Charge” can be charged depending on the number of days from the next day of the due date to the day you made a payment.

If you have difficulty paying your taxes by the due date, please contact us.

[Contact] *Zaimu-bu Shuunou Taisaku-ka Choushuu Taisaku-gakari* ☎0287-23-8703

A taxpayer who plans to leave Japan must appoint a resident in Japan (tax agent) who will be responsible for handling tax activities on behalf of the taxpayer and notify the municipality if unable to pay the resident tax before leaving Japan. For more information, please contact Zeimu-ka.

5 Health Insurance Program

National Health Insurance Program is an important system to protect your health. Members help one another by paying insurance premiums, which is determined by the level of income, in order to receive expensive medical services with partial payment in case of illness or injury,

[About enrollment in National Health Insurance Program]

(1) Persons who are required to enroll in National Health Insurance

As a rule, all residents registered in *Ohtawara* are required to enroll in National Health Insurance.

However, persons who fall into any of the following categories are not eligible to enroll in National Health Insurance.

- ① Persons enrolled in a health insurance plan at their place of employment etc.
- ② Persons enrolled in the Medical Care System for Older Senior Citizens.
- ③ Persons receiving welfare benefits.

(2) About National Health Insurance Tax

Upon joining the National Health Insurance Program, the National Health Insurance tax will be charged. The person responsible to pay the tax is the head of household. Even if the head of household is enrolled in some private medical insurance, if there is a member of National Health Insurance within the household, the head of household will be responsible. Please be sure to pay National Health Insurance tax by the due date. It is possible to transfer the money directly from your account.

(3) Insurance payment

● In the case of treatment by a hospital due to sickness or injury

Classification		Personal burden	Amount covered by National Health Insurance
Before entry to elementary school		20%	80%
After entry to elementary school to under 70 years of age		30%	70%
Elderly between 70-75 years of age	Pre-retirement level income	30%	70%
	Other	20%	80%

(4) Other insured costs

- In the case of childbirth → Allowance of fixed amount of a single sum for child birth and nursing
- In the case of death → Allowance of certain amount for funeral expenses

[Withdrawal from national health insurance]

You are required to report your intent to withdraw from the National Health Insurance Program in the cases described below. If you wish to withdraw, you need to report it within 14 days of the withdrawal and be sure to return your health insurance card.

(1) When you leave Japan

- If you have a reentry visa, you may be required to stay enrolled. Please consult the municipal office.

(2) When you move your residence to another city or town.

(3) When you join the health insurance program of a company.

- Please bring your health insurance card from the company insurance program

(4) When you receive welfare benefits from the government

- Please bring the notice of decision to begin daily life security

(5) In the case of death

[Contact] *Simin Seikatsu-bu Kokuho Nenkin-ka* ☎0287-23-8857

6 The Long-Term Care Insurance System

The Long-Term Care Insurance System is the system which gives nursing care service to those elderly people who are bedridden or has dementia and require care all the time or when it becomes difficult to lead an independent daily life.

◎Members and Premiums

Those aged 65 and over (Category 1 insured individuals) and aged 40 to 64 enrolled in medical insurance (Category 2 insured individuals) who have a domicile within *Ohtawara* will enroll in the Long-Term Care Insurance System.

Long-term care insurance cards will be sent to individuals who are 65 and older.

Individuals aged between 40 and 64 will receive them after filing their application to determine if they qualify for long-term care services.

	Category 1 insured individuals	Category 2 insured individuals
	Those aged 65 and over	Those aged 40 to 64 enrolled in medical insurance
Insured individuals	<ul style="list-style-type: none"> ▪ Those individuals who are bedridden or has dementia and require supports to perform normal daily activities such as bathing. ▪ Those individuals who need help with housework, dressing and others. 	Those individuals who need long-term care due to the specified diseases such as Presenile Dementia and Cerebrovascular disease.
Insurance fee	Insurance fee will be calculated by the rate prescribed according to the income bracket, giving consideration to the income level of the insured.	<p>The insurance fee depends on the type of insurance provided.</p> <ul style="list-style-type: none"> ▪ with private medical insurance <p>In general, the insurance fee will be determined by the standard remuneration times long-term care insurance premium rate and deducted from the monthly salary. Also, the employer will pay the half of the Insurance fee.</p> <ul style="list-style-type: none"> ▪ with National Health Insurance Program <p>The head of household is required to pay the taxes together with his family members'. The insurance fee will be calculated on income basis or per capita basis.</p>
How to pay insurance fee	Deducted from pension if the amount is 180,000 yen or more. If not, pay the fee to the city with the payment slip.	Pay together with your health insurance fee.

◎If you want to receive nursing care services

If assistance in daily life is needed, it is necessary to file an application to certification of long-term care need.

【Contact】 *Hoken Fukushima-bu Koureisha Koufuku-ka* ☎0287-23-8678・8927

7 Nursery School

Nursery schools are the Children Welfare Facilities, which is built based on Children Welfare Law, to nurture the children on behalf of their guardian in the case that the guardian or relatives who live together are unable to do so due to their work or other reasons.

Therefore, to send your child to a nursery school, the reasons such as child education, interaction with other kids, preparation for entering elementary school, or to take care of their younger sibling(s) are not acceptable.

◎ Conditions to enroll in Nursery School(meet at least one of the following conditions)

- (1) if the guardian works for 64 or more hours a month.
- (2) before and after the delivery of a child (2 months before and after delivery)
- (3) in the case of illness, injury or having a mental or physical handicap
- (4) if nursing family members living with the guardian who have a long-term illness or are mentally or physically challenged.
- (5) if recovering from an earthquake, flood, typhoon, fire or other disaster.
- (6) if ongoingly looking for an employment (valid for around 90 days).
- (7) if attending school (including vocational training)
- (8) if abuse or domestic violence is suspected.

[List of Nursery School in the city]

Category	Name	Capacity	Address	Telephone# (0287)
Private • Nursery	<i>Mihara Hoikuen</i>	120	<i>Mihara 1-17-16</i>	23-3882
Private • Nursery	<i>Hoikuen Child</i>	90	<i>Chikasono 2044-5</i>	28-7320
Private • Nursery	<i>Hoikuen Baby angel</i>	50	<i>Wakamatucho 3-30</i>	22-8834
Private • Nursery	<i>Ohtawara Hoikuen</i>	100	<i>Sumiyosicho 1-12-29</i>	24-6616
Private • Nursery	<i>Kaneda Hoikuen</i>	150	<i>Nakadawara 1285-2</i>	22-2255
Private • Nursery	<i>Hikari Nozaki Hoikuen</i>	110	<i>Usuba 1717-2</i>	46-5100
Private • Nursery	<i>Hikari Hoikuen</i>	50	<i>Yamanote 2-2445-3</i>	46-5522
Private • Nursery	<i>Kurobane Hoikuen</i>	120	<i>Horinouchi 641-1</i>	59-7055
Private • Nursery	<i>Yuzukami Hoikuen</i>	120	<i>Yuzukami 3724-1</i>	98-8101
Public • Nursery	<i>Shintomi Hoikuen</i>	250	<i>Shintomicho 3-6-3</i>	22-2402
Public • Nursery	<i>Susagi Hoikuen</i>	20	<i>Susagi 275-4</i>	57-0329
Private • Certified Childcare Center	<i>Nintei Kodomoen</i> <i>Kurobane Youchien</i>	① 45 ②&③100	Hachisu 10-27	54-0471

Private • Certified Childcare Center	<i>Nozaki Youchien</i> <i>Nintei Kodomo En</i> (kindergarten type)	① 75	<i>Usuba 2228</i>	29-0959
		②③ 100		
Private • Certified Childcare Center	<i>Kokusai Iryou Fukushi Daigaku</i> <i>Kanemaru Kodomoen</i> (N/K corporative type)	②③ 70	<i>Kitakanemaru</i> <i>1863-101</i>	48-6610
Private • Certified Childcare Center	<i>Nintei Kodomoen</i> <i>Nadeshiko Youchien</i> (kindergarten type)	① 120	<i>Kodaki 1179-2</i>	23-3741
		②③ 90		
Private • Certified Childcare Center	<i>Seika Youchien</i> <i>Nintei Kodomoen</i> (kindergarten type)	① 45	<i>Chuuou 1-5-10</i>	22-3224
		② 20		
Private • Certified Childcare Center	<i>Nintei Kodomoen</i> <i>Hikari Youchien</i> (kindergarten type)	① 135	<i>Yamanote 2-11-13</i>	23-5533
		② 90		
Private • Certified Childcare Center	<i>Nintei Kodomoen</i> <i>Myoujyoukan Youchien</i> (kindergarten type)	① 15	<i>Yashio 254-4</i>	54-2371
		② 10		
Private • Certified Childcare Center	<i>Nintei Youchien</i> <i>Futaba Youchien</i> (N/K corporative type)	① 90	<i>Motomachi 1-1-36</i>	22-5555
		②③ 110		
Private • Small size	<i>Asaka Hoikuen</i>	19	<i>Asaka 1-3542-215</i>	22-0151
Private • Small size	<i>Hikari Usuba Hoikuen</i>	19	<i>Usuba 1998-111</i>	29-1855
Private • Small size	<i>Poppo Doori Hoikuen</i>	19	<i>Murasakizuka 1-3-21</i> <i>Murasakizuka residence 1-6</i>	46-5800
Private • Small size	<i>Ohtawara Berries Hoikuen</i>	19	<i>Asaka 2-3393-4</i>	22-6150
Private • Small size	<i>Hoikusho Mirai</i>	19	<i>Wakamatuchou</i> <i>1650-434</i>	24-1177
Private • Small size	<i>Nijiuro Hoikuen</i>	12	<i>Suehiro 2-7-23</i>	53-7222

【Contact】 *Hoken Fukushi-bu Hoiku-ka* ☎0287-23-8769

8 School

Children of foreign residents can enter elementary school and junior high school in *Ohtawara City* (Japanese elementary & junior high school). If you want to register your child, please consult the *Gakkoukyouiku-ka* after registering as a resident.

◎ Process of entry to school is described below

- (1) Resident registration
- (2) Notification to the *Kyoikuiinkai* of intent to enroll
 - * Please come to the *Gakkoukyouiku-ka* reception desk.
 - * Please bring the resident card of the child to be enrolled with you.
- (3) Enforcement of medical check before entry to school
 - * Only new students of 1st grade are required.
 - * It will be conducted between October and November of the year prior to entry (Notice will be mailed to your house)
- (4) Your child`s entry will be informed to the school by *Kyouikuiinkai* (Determination of school)

● School List

Elementary School	Telephone #
<i>Ohtawara Shougakkou</i>	0287-23-3171
<i>Nishihara Shougakkou</i>	0287-22-2877
<i>Murasakizuka Shougakkou</i>	0287-22-2586
<i>Chikasono Shougakkou</i>	0287-28-1009
<i>Udagawa Shougakkou</i>	0287-28-1001
<i>Ichinosawa Shougakkou</i>	0287-22-2452
<i>Okusawa Shougakkou</i>	0287-22-3210
<i>Kanemaru Shougakkou</i>	0287-22-3209
<i>Usuba Shougakkou</i>	0287-29-0044
<i>Ishigami Shougakkou</i>	0287-29-0235
<i>Sakuyama Shougakkou</i>	0287-28-0024
<i>Sarado Shougakkou</i>	0287-98-2010
<i>Yuzukami Shougakkou</i>	0287-98-3737
<i>Hiruta Shougakkou</i>	0287-98-2374
<i>Kawanishi Shougakkou</i>	0287-54-0047
<i>Kurobane Shougakkou</i>	0287-54-0109
<i>Sukagawa Shougakkou</i>	0287-57-0012
<i>Ryogo Chuo Shougakkou</i>	0287-59-0009

Junior high school	Telephone #
<i>Ohtawara Chuugakkou</i>	0287-23-3161
<i>Wakakusa Chuugakkou</i>	0287-22-5151
<i>Chikasono Chuugakkou</i>	0287-28-1014
<i>Kanedakita Chuugakkou</i>	0287-22-2482
<i>Kanedaminami Chuugakkou</i>	0287-22-3205
<i>Nozaki Chuugakkou</i>	0287-29-0019
<i>Yuzukami Chuugakkou</i>	0287-98-2009
<i>Kurobane Chuugakkou</i>	0287-59-1025

【Contact】 *Ohtawara City Kyouiku Iinkai Gakkou Kyouiku-ka* ☎0287-23-3124

9 Garbage

Please sort garbage properly and bring it to the designated area, [*Gomi-station*] in the morning of the arranged date by 8:30. As collection of garbage is determined by each area, please make further inquiries to the *Seikatsukankyou-ka*.

●Garbage separation

Type of garbage		Disposal method
Recyclables	Glass bottles	In containers at the garbage station <ul style="list-style-type: none"> ▪ [Blue container] --- clear bottles ▪ [Brown container] --- brown bottles ▪ [Green container] --- other bottles
	Glass	Put in designated plastic bag (Clear green color) and dispose at the collection site.
	Cans	Put in designated plastic bag (Clear yellow color) and dispose at the collection site. * Please place gas cans and caps of bottle in “unburnable garbage”.
	Newspapers	Bundle them crosswise with a string and dispose at the collection site.
	Magazines	
	Cardboard	
	Paper cartons	
	Plastic bottles (PET bottles)	Put in the designated plastic bag (clear with black letters) and dispose at the collection site. * Caps and labels are disposed as burnable garbage. Inside of plastic bottles should be washed and disposed in the designated bag without crushing them.
	Styrofoam trays	Put in the designated plastic bag (clear with brown letters) * Only white Styrofoam is accepted. Please place other colors in burnable garbage.
Unburnable garbage	Put in the designated plastic bag (clear with blue letters) * Gas cans and spray cans should be used up fully before disposing. When degassing, choose an airy place without any fire. (No need to make a hole)	
batteries	Put in clear plastic bags and dispose at the collection site. * Rechargeable batteries and watch batteries should be given to shops or authorized dealers.	
Burnable garbage		Put in the designated plastic bag (gray with red letters) and dispose at the collection site.
Oversized garbage (fee charged)		Bring them to the <i>Kouiki Clean Center</i> directly or make an individual appointment for collection (<i>Seikatsukankyou-ka</i>)

【Contact】 *Shimin Seikatu-bu Seikatsu Kankyou-ka (Haikibutsutaisaku-gakari)*

☎0287-23-8706

10 Keeping Dogs

When keeping dogs, you are required to register and have your dog vaccinated for rabies.

◎ Application of registration

(1) New registration (when you keep a dog older than 91 days after its birth)

[Necessary items to register]

- Address, name and telephone number of the owner.
- Kind of dog, gender, date of birth, name, color of fur and physique.
- Registration fee is 3,000 yen.

* You can apply for new registrations at veterinary hospitals that are members of the Tochigi-ken Veterinary Surgeon Association.

(2) Application of change (moving in or moving out or change of owner, etc.)

[Necessary items to apply]

① In the case of moving (owner and dog, including moving in of dog only)

- Address, name, telephone number of the owner
- Kind of dog, gender, age, and color of fur.
- Previous address of the owner
- License Badge issued by previous address (if none, certificate of registration number)

② Change of owner

- Address, name, and telephone number of previous owner
- License Badge (or certificate of registration number)

(3) Notice of death

[Items necessary for notice of death]

- Address, name, and telephone number of the dog owner
- Name of the dog and date of death
- Return of license.

◎ Rabies vaccinations

(1) In the case of group injection

The municipal office takes applications for rabies vaccinations every April in each area and will inform the registered owner by mail.

(2) In the case of vaccination at veterinary hospital

If you cannot bring your dog to a group vaccination, please get the vaccination at the nearest veterinary clinic or hospital.

① In the case that the hospital is a member of Tochigi-ken Veterinary Surgeon Association, you can get a proof of injection.

② For other veterinary hospitals, a certificate will be given, so please bring the certificate to the municipal office to be issued a proof of injection. (Fee: 500 yen)

◎ Please inquire if you have lost the dog license or proof of injection, or when you are not able to continue keeping the dog.

【Contact】 *Shiminseikatsu-bu Seikatsukankyou-ka (Seikatsu Koutsuu-gakari)* ☎0287-23-8832

1 1 Fire / Emergency / Rescue

In the case of fire, emergency or if you need rescue, act calmly and carry out the instruction below.

◎ Process of reporting

- (1) Please dial Emergency number “119”
- (2) Please tell the operator clearly in Japanese, [*Kaji desu* (Fire)], [*Kyuukyuu desu* (Emergency)], [*Kyuujo desu* (Rescue)]
- (3) If you find any Japanese people around you, please ask them to help.
- (4) Fire crews, rescue crews and emergency crews provide check cards in many languages for foreigners.

※ Available Languages... English, Chinese, Spanish, Korean, Tagalog, German, French, Myanmar, Hindi, Thai, Arabic, Khmer, and Mongolian

◎ How to report :

- Fire → ☎119 Say [*Kaji desu* (fire)] in Japanese to the operator.
Tell the operator your name, address and telephone number.
- Emergency → ☎119 Say [*Kega desu* (injury)] or [*Byouki desu* (illness)] in Japanese to the operator.
Tell the operator your name, address and telephone number.
- Rescue → ☎119 Say [*Kyuujo desu* (rescue)] in Japanese to the operator.
Tell the operator your name, address and telephone number.
- Incident / Accident → ☎110
 - ① Tell the case name (traffic accident, robbery)
 - ② Tell where you are (address, landmark)
 - ③ Tell the time of occurrence (now, x minutes ago)
 - ④ Tell information of the offender (number of offenders, clothes, escaping directions, the license plate number, etc.)
 - ⑤ Tell other information (name, address, phone number, degree of the injury, etc.)

※ Ask passers-by for help if you do not know what to do.

【Contact】 Ohtawara Shoubousho (fire station) ☎0287-28-5100

Ohtawara Keisatsusho (police station) ☎0287-24-0110

1 2 Countermeasures against Disasters

Please confirm evacuation sites and how to keep contact with family members in the case of emergency in order to act promptly when any disaster occurs. Prepare and store reserves of necessary items for emergencies.

(1) In the case of an earthquake or typhoon:

① In the case of an earthquake:

- Extinguish all fires
- Open a window or door in order to secure an evacuation exit
- Wait until the earthquake stops, protecting yourself under desks, tables, etc., far away from unstable things like bookshelves and cupboards.

② In the case of a typhoon:

- As a typhoon approaches, strong winds and rain will occur, so please store light items likely to be blown away inside of the house. Close sliding doors and rain shutters and pay close attention to the radio or TV for information on the typhoon.
- If you are outdoors during a typhoon, fallen trees or broken umbrellas may be blown towards you. Please take shelter in the nearest structure.
- There are possibilities of flooding due to concentrated heavy rain. Stay away from rivers due to danger of flooding. Also, avoid mountains and other sloped areas due to possibility of landslides.

(2) Evacuation recommendation and evacuation instructions.

When a disaster is occurring or there is possibility of one occurring, an evacuation recommendation or evacuation instructions will be broadcast in order to protect human lives.

When announced, please go to the designated evacuation site following the directions of municipal offices. School grounds or gymnasium are designated as evacuation sites. For information about other evacuation sites, inquire at the *Kikikanri-ka*.

【Contact】 *Sougouseisaku-bu Kikikanri-ka* ☎0287-23-1115

● Evacuation sites

Area		Location	Address	phone #
Ohtawara chiku	Ohtawara chiku	Ohtawara Taiikukan, Budoukan	Honcho 1-1-1	0287-22-4143
		Ohtawara Shougakkou Taiikukan	Siroyama 1-4-36	0287-23-3171
		Nishihara Shougakkou Taiikukan	Mihara 3-2-8	0287-22-2877
		Murasakizuka Taiikukan	Murasakizuka 1-7-1	0287-22-2586
		Ohtawara Chuugakko Taiikukan	Mihara 1-14-2	0287-23-3161
		Wakakusa Chuugakkou Taiikukan	Wakakusa 2-1234	0287-22-5151
		Ohtawara Koutougakkou Taiikukan	Murasakizuka 3-2651	0287-22-2042
		Ohtawarajoshi Koutougakkou dai2 Taiikukan	Motomachi 1-5-43	0287-22-2073
		Ohtawarahigashi chiku Kouminkan	Wakakusa 1-1287-1	0287-24-2777
		Kenritsu kenhoku Taiikukan	Mihara 3-2-62	0287-22-8012
		Kinroushasougoufukushi Center	Asaka 3-3578-747	0287-22-6621
		Kinrouseishounen Home	Mihara 1-1-4	0287-22-6878
	Kaneda chiku	Kanedakita Chuugakkou Taiikukan	Ichinosawa 2067	0287-22-2482
		Ichinosawa Shougakkou Taiikukan	Ichinosawa 2077	0287-22-2452
		Handa Shougakkou Taiikukan	Handa 644	0287-22-2683
		Okusawa Shougakkou Taiikukan	Okusawa 175	0287-22-3210
		Kanemaru Shougakkou Taiikukan	Minamikanemaru 1640	0287-22-3209
		Kanedaminami Chuugakkou Taiikukan	Minamikanemaru 1870-4	0287-22-3205
		Kanedakita chiku Kouminkan	Ichinosawa 1988-1	0287-23-3253
		Kanedaminami chiku Kouminkan	Minamikanemaru 1870-5	0287-23-2260
	Chikasono chiku	Chikasono Shougakkou Taiikukan	Chikasono 618	0287-28-1009
		Chikasono Chuugakkou Taiikukan	Hanazono 1-87	0287-28-1014
		Udagawa Shougakkou Taiikukan	Udagawa 829	0287-28-1001
		Chikasono nousonkankyokaizen Center	Hanazono 1973	0287-28-2444
	Nozaki chiku	Usuba Shougakkou Taiikukan	Usuba 2014	0287-29-0044
		Nozaki Chuugakkou Taiikukan	Usuba 2250	0287-29-0019
		Ishigami Shougakkou Taiikukan	Kamiishigami 1528	0287-29-0235
		Nozaki kenshuu Center	Nozaki 2-26-2	0287-29-2605
	Sakuyama chiku	Kyuu Sakuyama Chuugakkou Taiikukan	Sakuyama 4227-107	-
		Kyuu Fukuhara Shougakkou Taiikukan	Fukuwara 1132	-
		Fureainooka seishonenkenshuu Center	Fukuwara 1411-22	0287-28-3131
		Sakuyama chiku Kouminkan	Sakuyama 2287-1	0287-28-0872
	Yuzukami chiku	Yuzukami chiku	Sarado Shougakkou Taiikukan	Sarado 901-3
Hiruta Shougakkou Taiikukan			Hiruta 1720	0287-98-2374
Yuzukami Shougakkou Taiikukan			Yuzukami 1156	0287-98-3737
Yuzukami chuugakko Taiikukan			Yuzukami 5-573	0287-98-2009
Yuzukami Shisho kaigishitsu			Yuzukami 5-1081	0287-98-2111
Yuzukami nousonkankyokaizen Center			Yuzukami 5-776	0287-98-3425
Saradonishi Community Center			Sarado 1207	-
Sarado tamokutekikouryuu Center			Sarado 853	0287-98-3077
Hiruhata Kouminkan			Hiruhata 868-2	-
Shinagawa Center			Hiruta 1981-23	-
Arajuku Kouminkan			Arajuku 587-1	-
Katafuta seikatsu Center			Katafuta 346	-

Area		Location	Address	phone #
Kurobane chiku	Kurobane chiku	Kurobane Chuugakkou Taiikukan	Kitanogami 3597-1	0287-59-1025
		Maeda Shuukaijo	Maeda 221	-
		Kurobane Taiikukan	Maeda 1020	0287-54-2858
		Kurobane Koutougakkou dai1dai2 Taiikukan	Maeda 780	0287-54-0179
		Horinouchi Shuukaijo	Horinouchi 87	0287-54-2936
		Kitataki koukaido	Kitataki 593	0287-54-2480
		Kurobanekawanishi chiku Kouminkan	Kurobanetamachi 848	0287-54-0184
		Katata Shuukaijo	Katata 572	0287-54-2485
		Kamehisa Kouminkan	Kamehisa 822	0287-54-2491
		Yagura chiku kasseikashisetsu	Yagura 144	-
	Kawanishi chiku	Kyuukawanishi Chuugakkou Taiikukan	Kurobanemukoumachi 1555	-
		Tuiji Shuukaijo	Kurobanemukoumachi 761-3	-
		Okusawa Kouminkan	Kurobanemukoumachi 1329	-
		Kurobane Shoukoukai	Kurobanemukoumachi 112	0287-54-0568
		Kawanishi Shougakkou Taiikukan	Kurobanemukoumachi 618	0287-54-0047
		Oomameda Kouminkan	Omameda 413	-
		Yozetamokuteki Shuukaijo	Yoze 434	-
		Kyuhachisu Shougakkou Taiikukan	Hachisu 295	-
		Hachisu shuraku Center	Hachisu 127-1	0287-54-4052
		Shinohara Kouminkan	Hachisu 730	-
		Hinokizawa shuuraku Center	Hinokizawa 804	0287-54-3974
		Sabuihongo Shuukaijo	Sabui 838	-
		Sabuinanbu Kouminkan	Sabui 245	-
		Sabuihokubu Kouminkan	Sabui 1643	-
		Kyuusabui Shougakkou Taiikukan	Sabui 244-35	-
		Ryogo chiku	Ryogo chuo Shougakkou Taiikukan	Nakanouchi 809
	Kyuryogo Chuugakkou Taiikukan		Nakanouchi 580	-
	Ryogochiku community center		Nakanouchi 773	0287-59-0111
	Nakanouchi Kouminkan		Nakanouchi 2133	0287-59-0507
	Ryougou Shuukaijo		Ryogo 1421	0287-59-0200
	Terajuku Shuukaijo		Terajuku 170	0287-59-0750
	Kizami Shukaijo		Kizami 365	-
	Ookubo Shuukaijo		Ookubo 365	-
	Kunomata Shuukaijo		Kunomata 249-2	-
	Wakasugi Sansou		Oowa 675-22	0287-59-0100
	Oowa Shuukaijo		Oowa 250	0287-59-0343
Kawata Kouminkan	Kawata 143		0287-59-0722	
Sukagawa chiku	Kyuususagi Shougakkou		Susagi 540	-
	Susaginakagumi Kouminkan	Susagi 750	-	
	Susagi tamokuteki Shuukaijo	Susagi 930	0287-57-0652	
	Kawakami kenkouzousin Center	Kawakami 183-1	0287-57-0166	
	Nanbou dai1 Kouminkan	Nanbou 332	-	
	Sukagawa Shuukaijo	Sukagawa 1841	0287-58-0030	
	Sukagawashimogumi Kaikan	Sukagawa 931	0287-58-0605	

1 3 Main Public Facilities

●Services provided at *Ohtawara* municipal office

No	Name of facility	Main Duties	Phone #	Location
1	<i>Soumuka</i>	General inquiry desk	0287-23-1111	6 th floor of main building
2	<i>Jouhou seisakuka</i>	<i>Ohtawara</i> publicity, publications and website	0287-23-8766	6 th floor of main building
3	<i>Kikikanrika</i>	Countermeasures against disasters, prevention of crimes, and countermeasures against radioactive materials	0287-23-1115	3rd floor of main building
4	<i>Zeimuka</i>	Tax related documents, Municipal and Prefectural Resident Tax, Property Tax and Light Motor Vehicle	0287-23-8785	2 nd floor of main building
5	<i>Shuunou taisakuka</i>	Tax collection	0287-23-8703	2 nd floor of main building
6	<i>Kenkouseisakuka</i>	Health services, clinic for emergency during holidays, vaccination and investigation of health	0287-23-8704	3rd floor of main building
7	<i>Fukushika</i>	District Welfare officer, livelihood protection, consultation and support for disabled people	0287-23-8707	3rd floor of main building
8	<i>Kodomokoufukuka</i>	Child abuse, single parent welfare, related to pregnancy and child-raising, child benefit and medical subsidies	0287-23-8932	3rd floor of main building
9	<i>Hoikuka</i>	Nursery schools and school kids related matters	0287-23-8769	3rd floor of main building
10	<i>Koureishakoufukuka</i>	Long-term care insurance	0287-23-8678	3rd floor of main building
11	<i>Kokuhonenkinka</i>	National health insurance	0287-23-8857	2 nd floor of main building
12	<i>Shiminka</i>	Resident registration, report of childbirth, report of moving-in, moving-out, report of moving within <i>Ohtawara</i> , registration of personal seal	0287-23-8705	2 nd floor of main building
13	<i>Seikatukankyoka</i>	Collection of garbage (Haikibutsutaisakugakari) Registration of dogs (Seikatsukoutsugakari)	0287-23-8706 0287-23-8832	2 nd floor of main building
14	<i>Kenchikujuutakuka</i>	Municipal housing	0287-23-8724	5 th floor of main building
15	<i>Jyouge Suidouka</i>	Water supply, stoppage of water	0287-23-8713	5 th floor of main building
16	<i>Kyouikukinmuka</i>	Committee of education, scholarship	0287-23-3111	4 th floor of main building
17	<i>Gakkoukyouikuka</i>	Entrance of students/child, moving-in	0287-23-3124	4 th floor of main building

● **Main Public Facilities in Ohtawara**

No.	Name	Main function & roll	Telephone #	Address
1	<i>Ohtawara Shoubousho</i>	Fire, Emergency & rescue response	0287-28-5100	<i>Nakadawara 868-12</i>
2	<i>Ohtawara Keisatusho</i>	Burglary, crime, & traffic accident response	0287-24-0110	<i>Murasakizuka 1-1-4</i>
3	<i>Ohtawara Yubinkyoku</i>	Mail collection and delivery	0287-22-2301	<i>Shintomichou 1-9-5</i>
4	<i>Tochigiken Kenhoku Fukushi Center</i>	Facility of <i>Tochigi</i> prefecture to promote the improvement of public sanitation	0287-22-2257	<i>Sumoyoshicho 2-14-9</i>
5	<i>Nasu Sekikijuji Byouin</i>	The core medical institute of Northern <i>Tochigi</i>	0287-23-1122	<i>Nakatawara 1081-4</i>
6	<i>Kouiki Clean Center</i>	Disposal of garbage & abandonment	0287-20-2270	<i>Wakakusa 1-1484-2</i>
7	<i>Nasunonougyou kyoudoukumiai Ohtawara shiten</i>	Cooperation organization to increase productivity of agriculture and to improve economic and social status of farmers.	0287-23-3331	<i>Asaka 1-2-32</i>
8	<i>Ohtawara Kokusaikouryuukai</i>	Volunteer association to expand circle of friends through cultural exchange with people from foreign countries.	0287-22-5353	<i>Honcho 1-2716-5 Ohtawarashishougai gakushuu center</i>
9	<i>Kurobane Kokusaikouryuukai</i>	Creating opportunity for residents to involve in international exchange, corporation and understanding.	0287-54-1112	<i>Kurobane Mukoumachi 1</i>

● **Other facilities**

No.	Name	Main function & roll	Telephone #	Address
1	<i>Tokyo Immigration Bureau Utsunomiya shucchousho</i>	General Residence Examination	028-600-7750	<i>Utsunomiya-shi obata 2-1-11 utsunomiya sougouhoumutyousya 1th</i>
2	<i>Tochigi-ken Gyouseishoshi kai (telephone consultation)</i>	Consulting service regarding immigration	028-638-0919	<i>Utsunomiya-shi nishiichinosawa-machi 1-22</i>
3	Organization for technical intern training (9 languages)	Consulting service regarding immigration	03-3453-8000	Call center
4	<i>Hou terasu</i>	Consulting service regarding personal status, marriage, divorce, employment, and labor	0570-078377	
5	Foreign Workers Consultation Corner, <i>Tochigi</i> Labor Bureau	Consulting service for foreign workers regarding employment and labor (4 languages)	028-634-9115	<i>Utsunomiya-shi Akebono- cho 1-4 Utsunomiya Dai2 Chihougodo-chosha 4th floor</i>

※ Be sure to call and check the office hour before visiting.

