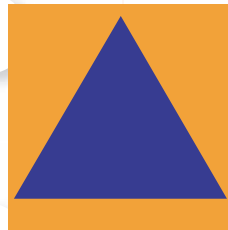


# CIVIL PROTECTION PLAN for the City of Kita, Tokyo

## (Outline)

The City of Kita implemented “The City of Kita’s Civil Protection Plan in Tokyo Metropolitan” based on the Article 35 of the law to protect residents of Japan in the event of an armed attack situation (The Civil Protection Law) in February 2007.

Now, in accordance with the modification of the Tokyo Metropolitan Civil Protection Plan in March 2015, the City of Kita’s Civil Protection Plan had been reviewed and was modified in February 2017.



- The main modified points in the City of Kita’s Civil Protection Plan of Tokyo Metropolitan.
  - The modified points in accordance with the modification of “the Basic Guideline concerning the civil protection” and that of “the Tokyo Metropolitan Civil Protection Plan”
    - “J-ALERT” and “Em-Net” are added as new means of alarm transmission.
    - The utilization of the Safety Information System is added, which Ministry of Public Management (Fire Defense Agency) operates in order to collect and offer Safety Information.
    - The attendance in a Joint Council for the Armed Attack Situation held by the director general of local response headquarter dispatched from the Government is added.
    - The modifications in accordance with the amendment of related laws and regulations.
  - Changes and modifications of spelling in accordance with the reorganization of the City.
    - On opening and managing shelters, the descriptions concerning management are specified considering viewpoint for women and Persons Requiring Consideration.
    - Arrangement in accordance with the reorganization of the City (such as changing the names of departments of the Headquarter responding to the Civil Protection and/or modifications of the charges of affairs).
  - Changes of values in accordance with the changes in timing of statistical data, such as amendments of statistical values and so on.



**Kita City, Tokyo**

Revised on February, 2017 (Heisei 29)

# Civil Protection Plan for Kita City, Tokyo

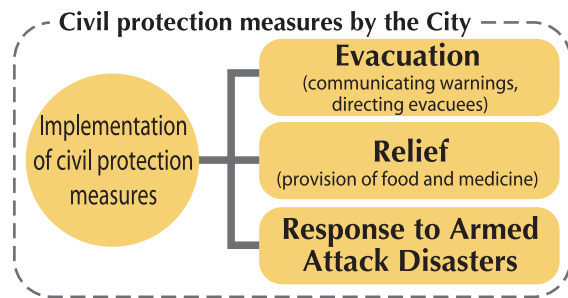
The Civil Protection Plan for the City of Kita designates the measures to be taken by the City to protect its residents in the event of foreign armed attack or large-scale acts of terrorism. It also establishes the methods and systems for the implementation of these measures. In creating this Plan, the following points were given special attention:

- Considerations of effectiveness and the special characteristics of the City of Kita
- Maximum utilization of the pre-existing disaster management system

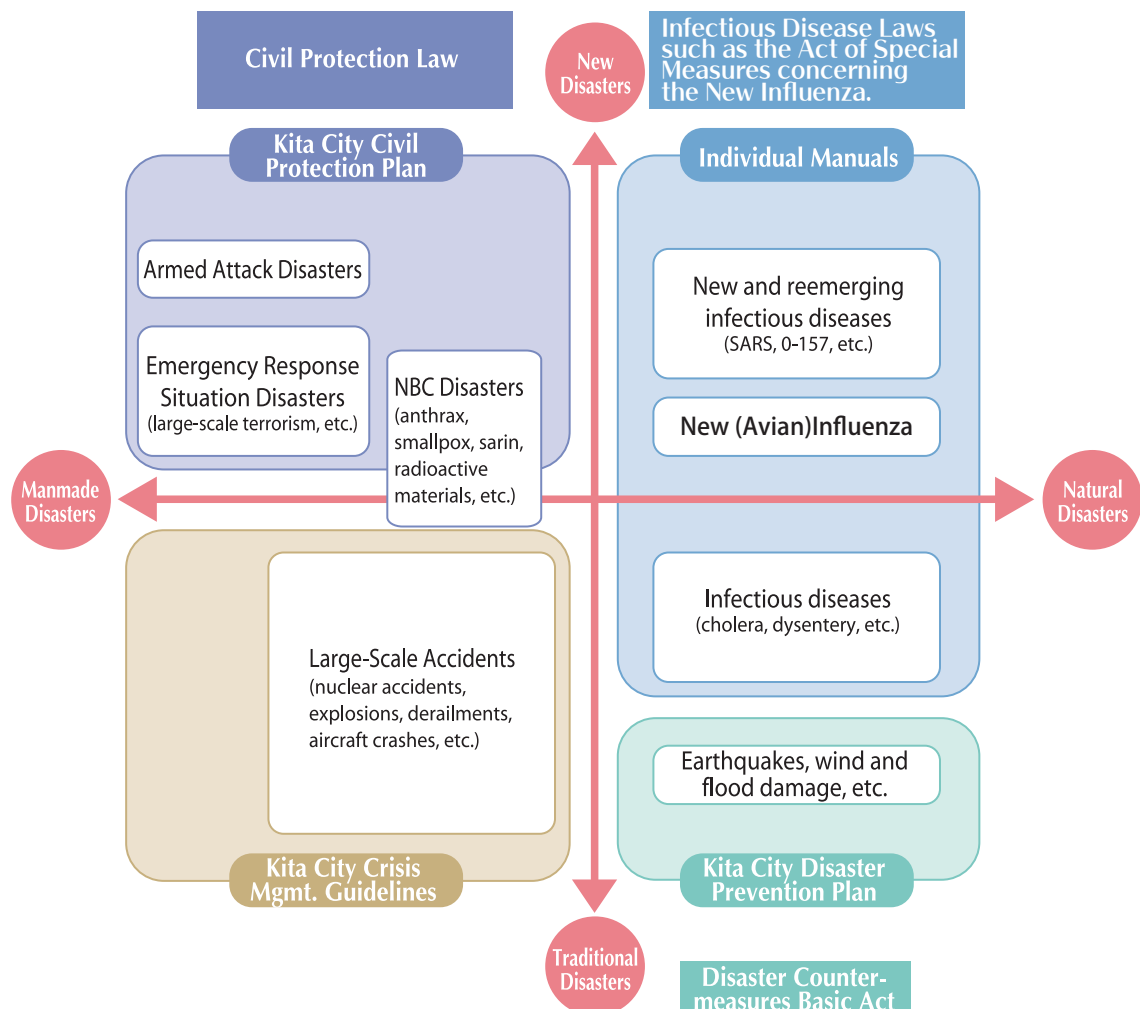
From now on, to promote the Kita City's Civil Protection Plan, the City is preparing for an emergency, setting up manuals for such emergency, implementing repeated trainings and so on.

The Civil Protection Plan for the City of Kita, Tokyo, consists of five main sections. The entire Plan is available online in downloadable form from the City website, and also at city libraries and the city administration materials room.

- Section 1 Overview
- Section 2 Be Prepared
- Section 3 Coping with Armed Attack Situations
- Section 4 Recovery and Restoration
- Section 5 Response to Emergency Situations (Large-Scale Acts of Terrorism)



## Disaster Types and Relevant Laws (for reference)



# Section 1

## OVERVIEW

*Section 1 establishes the outline of the Plan.*

### ■ BASIC POLICY ■

1. Respect for basic human rights
2. Speedy restoration of rights and benefits to the people
3. Dissemination of information to the people
4. Ensuring cooperation among related institutions
5. Cooperation by the people
6. Consideration for those requiring assistance, and appropriate implementation of the International Humanitarian Law
7. Respect for the independence of designated public and designated local public institutions
8. Ensuring the safety of all persons involved in civil protection measures
9. Application of civil protection measures to foreigners

### ■ POSSIBLE SITUATIONS ■

#### [Armed Attack Situations]

1. Landing Invasions
2. Attacks by Guerillas or Special Operations Forces
3. Ballistic Missile Attacks
4. Aerial Intrusions

#### [Emergency Response Situation]

(large-scale terrorism, etc.)

1. Attacks on facilities having hazardous substances (gas storage facilities, etc.)
2. Attacks on facilities where many people gather (mass transportation systems, theaters, etc.)
3. Attacks with weapons of mass destruction (anthrax, sarin, etc.)
4. Attacks using transportation as a means of destruction (suicide aircraft attacks, etc.)

\* Additionally, the possibility of nuclear, biological, and chemical (NBC) attacks must be considered in each of the above eight scenarios.

# Section 2

## BE PREPARED

*Section 2 creates in peacetime the systems for implementation of civil protection measures.*

### ■ Creation of Organizations and Systems

The Plan establishes the guidelines for responding to armed attacks and terrorism. These guidelines cover first response systems, personnel gathering standards, cooperation between the local and national governments and designated public institutions, gathering and disseminating information, distributing special emblems, and personnel training and exercises.

### ■ Peacetime Preparations for Responding to Armed Attack Situations, Evacuation, and Relief Efforts

The Plan sets down provisions for basic items related to evacuation and relief, grasping shipping companies' transportation ability, cooperation toward designation of evacuation sites by the metropolitan government, and grasping about life-related facilities.

### ■ Storage and Maintenance of Materials and Supplies

The Plan utilizes materials and supplies stored for disaster prevention and management. Items specific to civil protection measures (protective clothing, medicines, detectors, etc.) are procured based on the stockpiles of the Tokyo metropolitan government and related institutions.

### ■ Raising Awareness of Civil Protection

To minimize the adverse effects of armed attack disasters it is important that the appropriate actions are taken when such emergencies occur. The city of Kita will utilize pamphlets and others providing information about the Civil Protection Law and raising awareness of the proper procedures in the event of armed attack disasters.

## Section 3

# RESPONDING TO ARMED ATTACK SITUATIONS (TO EVACUATION, RELIEF AND ARMED ATTACK DISASTERS)

Section 3 establishes the procedures for responding to armed attack situations.

## System Establishment

The City of Kita has established a civil protection task force headed by the mayor. This task force oversees civil protection measures in general, including guiding evacuations and relief, and minimizing the damage from armed attack disasters.

## Communicating Warnings and Evacuation Orders

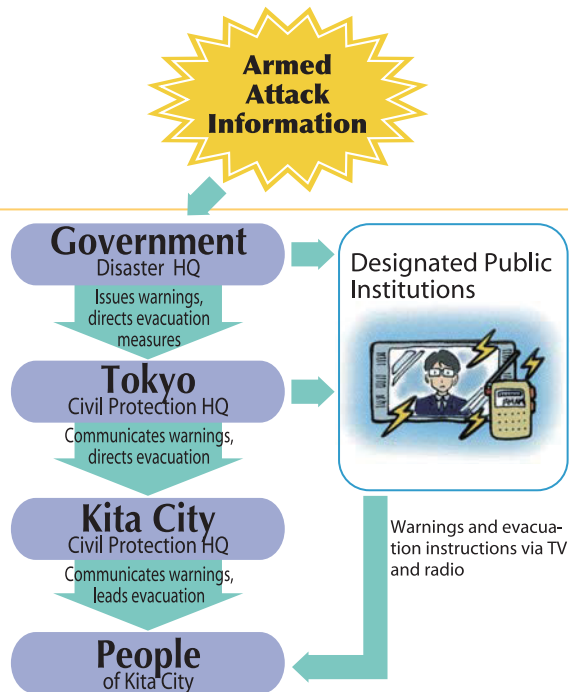
When the national government issues a warning

### If Kita City is included in the area of an armed attack disaster

The disaster-prevention wireless system siren will sound at full volume, followed by a spoken message.

### If Kita City is *not* included in the area of an armed attack disaster

The disaster-prevention wireless system will broadcast a spoken message only.



## If you Hear a Warning Siren...

follow these steps

### 1. If you are outside

Flee into the nearest strong building or structure.

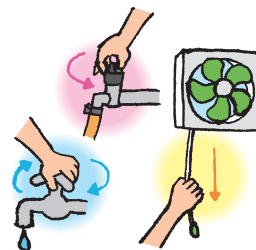
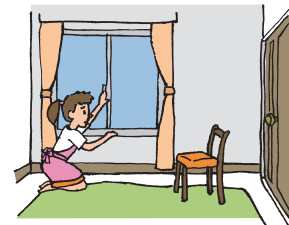
### 2. If you are inside

Close all doors and windows. Extinguish gas flames and turn off ventilation fans.

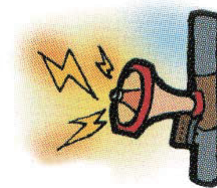
Take shelter as far from the windows and doors as possible.

### 3. After fleeing inside

Check TV and radio broadcasts for information about the situation, its location, and what actions you should take. Stay calm and follow those instructions.



The warning sirens can be heard at the Cabinet Secretariat Civil Protection Portal Site (below).



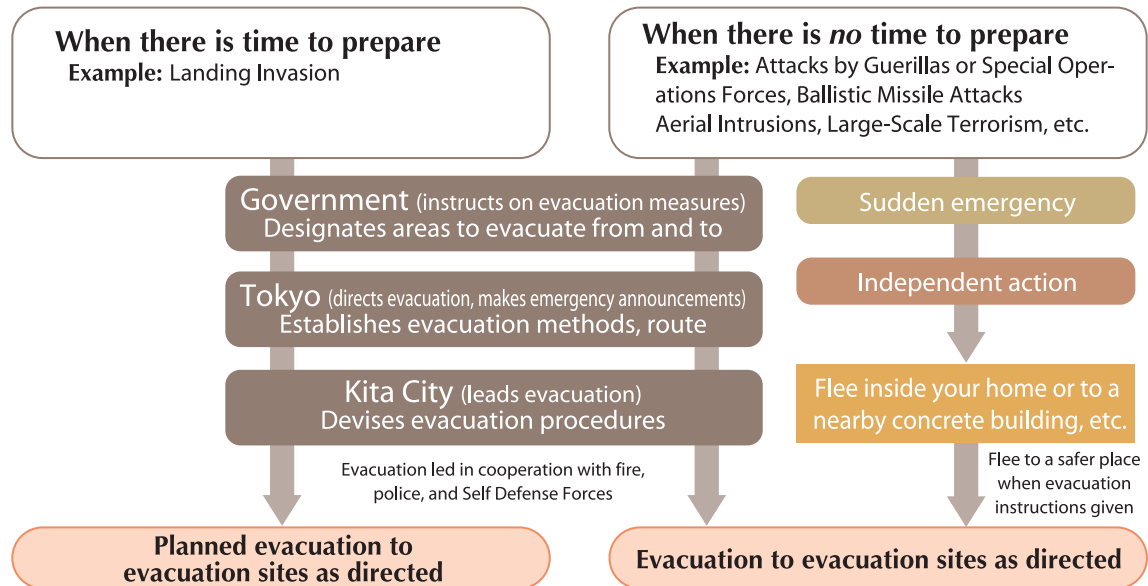
Cabinet Secretariat Civil Protection Portal Site

<http://www.kokuminhogo.go.jp/>

## Evacuation Instructions

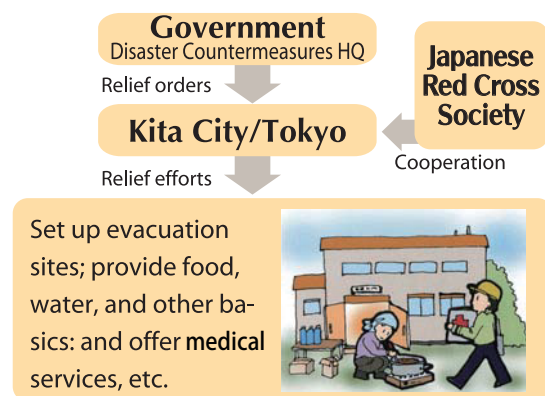
The mayor of Kita City creates the evacuation procedures and is responsible for leading the actual evacuations. These procedures are based on instructions from the Tokyo metropolitan government, which vary according to the situation.

### Examples of Evacuation



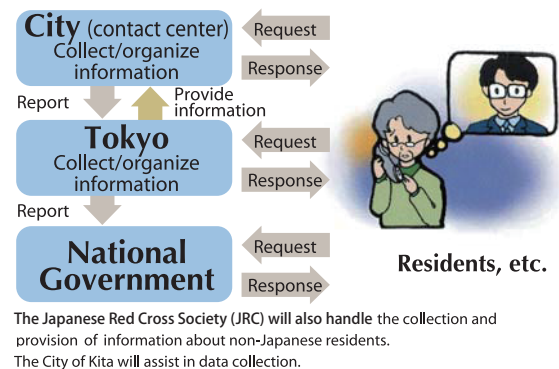
## Relief for Evacuees

The City of Kita will divide up work with the Tokyo metropolitan government to set up evacuation sites, provide food and water, and offer health consultations.



## Information about Affected Persons

In response to residents' requests, the City will provide information about the safety of affected persons based on the data collected from evacuation sites, etc. In doing so, individuals' rights to privacy will be protected.



### ● Evacuation Methods

Evacuation instructions will vary depending on the nature of the situation. You may simply be asked to move inside, or may be asked to evacuate to a site within the City, within Tokyo, or even outside of Tokyo. Please confirm the instructions before acting on them.

The City will make every effort to procure transportation for persons requiring consideration, and to give them priority in evacuations.

### ● When Evacuation Instructions are Issued

- Please take your valuables and personal identification when you evacuate. Your ID will be used to verify your safety.
- When evacuating your house, close the main gas valve and turn off your electrical breakers.
- Make sure to look out for your neighbors.



# Section 3

## Emergency Measures

### Establishment of evacuation instruction and of hazard area

Evacuate dangerous areas and such areas will be made off limits.

### Advance preparations and emergency eminent domain

Land, buildings, and other property may be expropriated or used to prevent the spread of disasters.



## Managing disasters against NBC Attacks

Movement may be restricted or forbidden to inhibit the spread of nuclear, biological, and chemical (NBC) contamination.

## Ensuring the safety of Facilities related to Life and others.

### Facilities related to Life and others

The City of Kita will collect information about safety, facilities disaster management status, and other necessary details.

### Hazardous materials (hazmat)

Hazmat handlers may be directed to increase security to prevent disasters, when so required urgently.



## Information on Victims and Damage

In the event of an armed attack disaster, the City will cooperate with the firefighting and police forces to collect information on the time and location of the attack, as well as any human or material damage. This information will be reported to the Tokyo metropolitan government.

## Public Health and Other Measures

### Public Health Measures

To maintain the health of evacuees at evacuation sites, the City of Kita will provide safe food, and offer health consultations.

### Waste Disposal

Kita City is preparing a system to dispose of waste resulting from armed attack disasters.



## Measures for the Stability of Civil Life

### Education for Affected Children

The City will provide textbooks, etc. for children to continue learning at their evacuation sites.

### Reduction or Exemption of Taxes

To alleviate the burden on evacuees, city taxes may be reduced or exempted. Implementation of such measures will depend on the situation and be determined in accord with relevant laws and ordinances.

## Section 4

# RECOVERY AND RESTORATION

*Section 4 establishes the procedures, etc. related to recovery and restoration.*

### Emergency Recovery and Restoration

#### City-Managed Public Facilities

To prevent the spread of damage and stabilize civic life, restoration of these facilities will be given the highest priority.

#### Communications Devices

Communications devices will be restored as quickly as feasible to allow communication with government and other agencies and institutions, etc.



### Recovery and Restoration from Armed Attack Disasters

Full-scale recovery and restoration efforts will be carried out in cooperation with the Tokyo metropolitan government, which shall be based on the fiscal and legal measures and guidelines of the national government.

### Defraying Costs for Civil Protection Measures

Losses and damage arising from administrative land or property expropriation or other measures, and injury or death to persons called to assist in the implementation of civil protection measures will be compensated in accordance with the laws of Japan.

## Section 5

# RESPONSE TO LARGE-SCALE ACTS OF TERRORISM

*Section 5 establishes procedures for handling large-scale terrorism.*

### Be Prepared

It is most likely that large-scale terrorism will occur without warning. For this reason, the City of Kita is increasing its vigilance and information gathering capability, and improving its first response.

#### Fulfilling the Crisis Management System

The City is improving its emergency communications system with medical facilities and facilities visited by large numbers of people.

#### Educating Residents of the Kita City.

The City will thoroughly notify to the Residents the way of notification, when they find a sign of terrorism or a suspicious object.

#### Training

The City of Kita is cooperating with the Tokyo metropolitan government, police, firefighters, Self-Defense Forces (SDF), and other related institutions to carry out training to provide a managed response to acts of terrorism.

#### Securing Communications Capability

With the cooperation of related institutions, Kita City will ensure that warnings and evacuation instructions can be communicated promptly.

### Immediate Management Measures

Until the national government officially recognizes a terrorist act or other emergency, the City of Kita will use its own natural disaster countermeasures system to set up a task force to direct evacuations and designate hazard areas.

**Report suspicious items, persons, etc. to the city government, police, or fire station!**

☀ Crisis Management Section **3908-1121**    ☀ Police **110**    ☀ Fire **119**

# We Need Your Cooperation

Your cooperation is essential to the effective implementation of civil protection measures. The Civil Protection Law stipulates that “the people shall, if requested, strive to provide necessary cooperation for implementation of civil protection measures.” However, such cooperation is not compulsory.

**The utmost consideration will be paid to** ensure the safety of all those who offer their cooperation in civil protection measures including:

1. Evacuation assistance
2. Evacuee relief
3. Assistance with firefighting, rescue, victim transportation, etc.
4. Ensuring public health and sanitation

## GLOSSARY

### [Armed Attack]

Any armed attack against Japan from the outside.

### [Armed Attack Situations]

Situations where an armed attack has occurred or where there is a clear and imminent risk of an armed attack against the country.

### [Emergency Response Situations]

Situations that require the national government to take urgent measures for incidents in which many people are killed or injured by means of a case equivalent to armed attack, or situations in which people face a clear danger to be occurred.

### [Warnings]

Warnings issued by the national task force about impending or actual armed attack situations.

### [Evacuation Instructions]

Instructions to the people about evacuation procedures (including evacuation routes and transportation) issued by prefectural governors in compliance with evacuation instructions from the national task force.

### [Evacuation Procedures]

Procedures designed so that related institutions can cooperatively lead evacuations.

### [Areas to Evacuate From]

Areas from where residents must be evacuated.

### [Areas to Evacuate To]

Areas to evacuate to.

### [Designated Public Institutions]

Public institutions such as Japanese Red Cross Society as well as incorporated entities engaging in electricity, gas, transportation, telecommunication, and other public services, as provided by a Cabinet Order and publicized by the Prime Minister or designated by prefectural governors.

### [Facilities related to Life and others]

Facilities related to people's livelihoods, such as electric power plants and water purification facilities.

### [Persons Requiring Consideration]

Those who need special consideration in each stage of preparations before disaster, of evacuation at disaster and of living after disaster. Namely, the elderly, the physically handicapped, patients with intractable diseases, infants, pregnant and parturient women, foreigners, etc. are anticipated.

### [Emergency Announcements]

Announcements issued by prefectural governors in response to armed attack disasters.

### [Evacuation Site]

Designated facilities for evacuation including schools, public halls, and gymnasiums.

### [Facilities Where Many People Gather]

Rail terminals, event venues, etc.

### [J-ALERT]

The system transmitting urgent information such as of ballistic missiles, Tsunami, early warning of earthquake, for which the time is quite tight to cope with, from the Government (Cabinet Secretariat and/or Meteorological Agency passing through Fire Defense Agency), which makes to communicate instantly from the Government to inhabitants booting automatically the radio broadcast system for city, town and village disaster prevention administration.

### [Em-Net]

The LAN Broadcast Communication System in order to communicate rapidly urgent information from the official residence to related organizations. An alert is made by alarm, etc. against receivers of the information.

### [SAFETY INFORMATION SYSTEM ]

The system to proceed collections and offers of Safety Information effectively. The main functions are consisted of four ones as “Input”, “Sorting out”, “Report” and “Offer”.

Issued by	Kita City, Tokyo
Issued in	March, 2017 (Heisei 29)
Serial no.	28-2-062
Edited by	Crisis Management Section, Kita City, Tokyo 1-15-22 Oji Honcho, Kita-ku, Tokyo, Japan
Telephone	03(3908)1121
Homepage Address	<a href="http://www.city.kita.tokyo.jp/">http://www.city.kita.tokyo.jp/</a>