

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 procedures for daily life, and so on. We hope you will find it helpful as you live in Ohtawara City.

2 Making Inquiries

When making an inquiry at a reception counter, etc., you may have difficulty if you cannot understand Japanese. In this case, please bring someone with you who can communicate in Japanese.

Tochigi Prefecture also offers various locations for consultation for foreign residents, so please consult one of these organizations if you have difficulties.

●Consultation for Foreign Residents

Name of Organization	Telephone No.	Languages	Consultation Items & Hours
Tochigi Consultation and Support Center for Foreign Residents (Tochigi International Center)	028-627-3399	English Portuguese Spanish Vietnamese 7 other languages	General consultation Tue. – Sat. 9:00 – 16:00 ※Language services differ by day of the week.
			Mental health consultation (appointment necessary) Once a month 15:00 – 16:00 ※Please confirm the day/time by phone
			Resident status & visa consultation (appointment necessary) 2 nd Wed. 10:00 – 12:00 ※4 th Wed. if on a national holiday
			Legal consultation 1 st Tues. 10:00 – 12:00 (appointment necessary) ※3 rd Tues. if on a national holiday
Ohtawara International Friendship Association	0287-22-5353	English Chinese	General affairs & daily life Every Wed. 10:00 – 16:00
Information Center for Foreign Residents	0570-013904	Confirm about languages.	Immigration & residency procedures Mon. – Fri. 8:30 – 17:15

※Consultation days and times may change. Please be sure to call before going.

3 Registration at the City Hall

You are required to register for several things in order to live in Ohtawara City.

You can also submit applications for necessary certificates, child benefits, assistance for medical expenses, etc.

◎Main Registration

[Resident Registration]

Foreigners living in Japan for 3 months or longer, excluding those on short stays or illegal residents, must bring their residence card to the city hall of their place of residence within 14 days to register as a resident.

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

[Contact] *Shiminseikatsubu Shiminka* (Citizen's Division, Citizen's Life Department)

☎0287-23-8752

[Moving]

If you are moving from Ohtawara City to another city or town, prior to moving out you must obtain a certificate for moving out after filing a report to move out at the Ohtawara city hall. You are required to register at the municipal office with your new address within 14 days with your certificate of moving out and your residence card or certificate of special permanent residence.

If you are moving in from another city or town to Ohtawara City, you are required to file a report to move out to your previous municipal office and obtain a certificate of moving out. After your move in to Ohtawara City, you are required to report to the city hall within 14 days with a certificate of moving out from your previous city or town and residence card or certificate of special permanent residence.

If you are moving within Ohtawara City, you are required to make a change of address report to the city hall within 14 days with a certificate of moving out and present your residence card or certificate of special permanent residence.

[Contact] *Shiminseikatsubu Shiminka* (Citizen's Division, Citizen's Life Department)

☎0287-23-8752

[Certificate of Residence]

Foreigners registered to as residents can apply to receive the same certificate of residence as Japanese citizens instead of the former certification of information recorded on foreign resident registration file as of July 9, 2012.

If necessary, please come to the city hall with a form of identification (e.g., residence card or My Number card).

If you cannot come to the city hall, you can apply for one by mail. Please contact the division below for more information.

[Contact] *Shiminseikatsubu Shiminka* (Citizen's Division, Citizen's Life Department)

☎0287-23-8752

[My Number Card]

If you renew your period of stay (renewal of period of stay), that information will not be automatically reflected on your My Number card, so please complete the procedures at the counter.

If you do not extend the period of validity by the expiration date indicated on your My Number card, it will expire. In the event of expiration, a fee will be charged for reissuance.

[Contact] *Shiminseikatsubu Shiminka* (Citizen's Division, Citizen's Life Department)

☎0287-23-8752

[Birth Registration]

You are required to register the birth of a child to the city hall within 14 days of birth with a certificate of birth issued by a medical doctor or midwife.

[Contact] Shiminseikatsubu Shiminka (Citizen's Division, Citizen's Life Department)

☎0287-23-8705

[Pregnancy Notification]

If you become pregnant, please make sure to get a "Pregnancy Notification" from the hospital and submit it to the city hall. A "Maternal and Child Health Handbook," "Maternal and Child Health Examination Card," "Newborn Hearing Examination Card," and "One Month Health Examination Card" will be issued. In addition, you will be issued a certificate of eligibility for maternal medical expenses.

[Contact] Hoken Fukushima-bu Kodomo Shien-ka (Child Support Division, Health & Welfare Department) ☎0287-23-8634

※Other registrations & notifications

Marriage notification, divorce notification, death notification, Japanese citizenship acquisition notification, naturalization notification, adoption registration, adoption/separation registration, and personal seal registration.

[Contact] Shiminseikatsu-bu Shimin-ka (Citizen's Division, Citizen's Life Department)
☎0287-23-8705

◎Child Benefits

Residents with children up to 18 years of age must complete the necessary procedures to receive a child allowance. In addition, it is necessary to confirm the claimant's health insurance, residence status, and bank account in the claimant's name.

●Amount of allowance

Age of Child	Allowance Amount
Under 3 years of age (first and second child)	15,000 yen monthly
3 years of age – up to 18 years of age (first and second child)	10,000 yen monthly
3 years of age – up to 18 years of age (third and subsequent child)	30,000 yen monthly

※The first, second, third, and subsequent child concept is based on the order of birth. If you have a child between the ages of 19 and 22, count them as your first child.

[Contact] Hoken Fukushima-bu Kodomo Shien-ka (Child Support Division, Health & Welfare Department) ☎0287-23-8932

◎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) and the subsidy will be deposited into your bank account. This system is only available to those who are enrolled in the health insurance program, and the following registration procedures are necessary to receive the subsidy.

[Child Medical Expense Subsidy]

This subsidy is available to assist with medical expenses (insured medical care only, excluding meals and hospital charges) of children younger than 18 years old.

Please bring the child's health insurance card (My Number insurance card, certificate of eligibility, etc.) and bankbook of the child's guardian to the city hall.

※When receiving medical treatment at a medical institution in Tochigi Prefecture, if you present your child's medical expense subsidy eligibility certificate and health insurance card (My Number insurance card, certificate of eligibility, etc.), you will not need to pay any medical expenses covered by insurance.

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

This subsidy is to assist with medical expenses for pregnant woman themselves 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 month following the baby's birth.

Please bring the Mother and Child Handbook, health insurance card (My Number insurance card, certificate of eligibility, etc.), and bankbook in the name of the pregnant mother to whom the subsidy is to be paid.

[Subsidies for medical expenses of single parent families]

Single parent family parents and children are eligible for this subsidy. This subsidy is to assist the parent with medical expenses (insured medical expenses only, excludes meals and other hospital fees) incurred for children up to 18 years of age. The subsidy will be paid on the first day of the month the application is made.

Please bring the health insurance card (My Number insurance card, certificate of eligibility, etc.), and bankbook in the name of the parent to whom the subsidy is to be paid. In addition, documents that prove you are a single parent (Certificate of eligibility for child subsidy, certificate of survivor's pension, etc.) are required.

※Some cases may not be applicable due to income limitations, etc.

[Contact] Hoken Fukushima-bu Kodomo Shien-ka (Child Support Division, Health & Welfare Department) ☎0287-23-8932

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

If a severely mentally or physically disabled person incurs medical expenses (insured medical expenses only, excludes meals and other hospital fees), this system will provide the affected person with a subsidy. The person can receive assistance from the first day of the month the application is made. However, for those enrolled in the late-stage medical insurance for the elderly, meal treatment expenses are also covered by the subsidy.

Please bring your health insurance card (My Number insurance card, certificate of eligibility, etc.) and bankbook in the name of the person to whom the subsidy is to be paid. In addition, applicants are required to bring documents that verify the degree of their disability, such as a physical disability certificate or medical certificate issued by a doctor.

※Conditions depend on degree of disability and age, so please inquire for more information.

[Contact] Hoken Fukushima-bu Fukushima-ka (Welfare Division, Health & Welfare Department)

☎0287-23-8921

4 Taxes

The types of taxes in the city are the Municipal & Prefectural Resident Tax, Property Tax & City Planning Tax, and Light Motor Vehicle Tax. Please be sure to pay taxes within the specified period upon receiving a tax payment notice.

[Municipal & Prefectural Resident Tax]

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

[Contact] Eigyokanri-bu Zeimu-ka Shiminzei-gakari

(Citizen's Tax Section, Tax Division, Business Administration Department) ☎0287-23-8725

[Property Tax & City Planning Tax]

A property tax & city planning tax are imposed on those who own land, buildings, and other types of assets (fixed assets) within Ohtawara City. These taxes are calculated based on the value of the fixed asset.

[Contact] Regarding land: Eigyokanri-bu Zeimu-ka Shisanzei Tochi-gakari

(Property Tax & Land Section, Tax Division, Business Administration Department) ☎0287-23-8726

Regarding buildings: Eigyokanri-bu Zeimu-ka Shisanzei Kaoku-gakari

(Contracting Section, Tax Division, Business Administration Department) ☎0287-23-8864

[Light Motor Vehicle Tax]

The types of light motor vehicle taxes are the “Light Vehicle Tax Environmental Performance Discount” and “Light Vehicle Tax Rate by Type,” which is imposed when you own a motorcycle or other type of light vehicle as of April 1 of that year.

Please submit a notification form for registration, disposal, transfer, relocation, etc.

[Contact] Eigyokanri-bu Zeimu-ka Zeisei-gakari

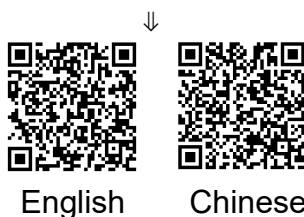
(Taxation Section, Tax Division, Business Administration Department) ☎0287-23-8785

[How to pay taxes]

Pay each tax by its respective deadline. Taxes can be paid by any of the following methods.

- (1) Account transfer (Method of withdrawing money from an account, such as a bank, on the deadline)
- (2) Payment at the counter (Method of payment in cash at the city hall, a financial institution, convenience store, etc.)
- (3) Smartphone payment app (Method of electronic payment by reading a barcode or two-dimensional code on a payment form)
- (4) Credit card, internet banking, etc. (Method of electronic payment by reading a two-dimensional code from the “Local Tax Payment Website”)

The “Local Tax Payment Website (English and Chinese Guide)” is available here



[Contact] Eigyokanri-bu Zeimu-ka Shuunou Kanri-gakari

(Payment Management Section, Tax Collection Division, Business Administration Department)

☎0287-23-8639

[Delinquency in payment]

If you do not pay your taxes by the deadline, you will receive a “demand letter” (a postcard informing you to pay your taxes immediately). In addition, a “delinquency charge” (additional money that must be paid) may be assessed depending on the period from the day after the deadline to the date of payment.

If you are unable to pay by the deadline due to certain circumstances, please be sure to consult with the Tax Section.

[Contact] Eigyokanri-bu Zeimu-ka Choushuu Taisaku-gakari (Collection Measures Section, Tax Division, Business Administration Department) ☎0287-23-8703

If you have taxes that have not yet been paid when you leave Japan, please make a lump-sum payment.

You are also required to notify a “tax payment administrator” who will handle all tax-related procedures (receiving documents, making payments, receiving refunds, etc.) on your behalf. For details, please contact the Tax Section.

5 Health Insurance

The National Health Insurance Program (*Kokuho*) is an important system to protect your health. Everyone helps one another by paying insurance premiums (a tax), which is determined by one's level of income, in order to receive expensive medical services by only partial payment in case of illness or injury.

[Enrollment in National Health Insurance Program]

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

As a rule, all residents registered in Ohtawara City are required to enroll in the National Health Insurance Program. 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 latter-stage elderly healthcare system.
- ③ Persons receiving welfare benefits.

(2) About National Health Insurance Tax

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

(3) Insurance payment

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

Classification		Personal burden	Amount covered by National Health Insurance Program
Before enrolling in elementary school		20%	80%
After enrolling in 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 case of childbirth → Allowance of fixed amount of a single sum for child birth and nursing
- In 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 within 14 days of the withdrawal. When doing so, you must 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 at the counter.

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

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

- Please bring a certificate of eligibility from your company, etc. (a document that shows personally identifiable information (name, date of birth, etc.) and the date you enrolled in the health insurance plan of your company, etc.).

(4) When you receive welfare benefits from the government

- Please bring the notice of decision on commencement of public assistance

(5) When you die

[Contact] Shimin Seikatsu-bu Kokuho Nenkin-ka

(National Health Insurance & Pension Division, Citizen's Life Department) ☎0287-23-8857

6 Long-term Care Insurance

The Long-term Care Insurance System is a system which provides nursing care service to elderly people who are bedridden or have dementia, etc. and require care at all times, or when it becomes difficult to lead an independent daily life.

◎Members and Insurance Fee

Those age 65 and over (Category 1 Insured individuals) and ages 40 to 64 enrolled in medical insurance (Category 2 Insured individuals) who have a domicile within Ohtawara City can enroll in the Long-term Care Insurance System.

Long-term care insurance cards will be sent to individuals who are 65 and older and individuals ages 40 to 64 after they have filed their application and qualified for long-term care services.

	Category 1 Insured individuals	Category 2 Insured individuals
Eligible persons	Individuals age 65 and over	Individuals age 40 to 64 enrolled in medical insurance
Insured individuals	<ul style="list-style-type: none"> Individuals who are bedridden or have dementia, etc. and require support to perform normal daily activities such as bathing, going to the bathroom, or eating. Individuals who need help with housework, grooming, etc. 	Individuals who need long-term care due to certain diseases associated with aging, such as early age dementia and cerebrovascular disease
Insurance fee	The standard amount is determined for each individual insured, and it is divided into stages according to the income status of the insured and the tax status of the household	<p>The insurance fee is set based on how the health insurance you are enrolled in is calculated</p> <ul style="list-style-type: none"> Private medical insurance In general, the insurance fee will be determined by the standard remuneration multiplied by the long-term care insurance premium rate and deducted from the monthly salary. Furthermore, the employer will pay the half of the insurance fee. National Health Insurance Program The head of the household is required to pay the tax together with his family members. The insurance fee will be calculated on income basis or per capita basis.
How to pay insurance fee	Individuals who have an elderly (retirement) pension, a bereaved family pension, or a disability pension of 180,000 yen or more per year will have the fee deducted from their pension. Other individuals will 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 an individual who requires long-term care or support in daily life wants to use this service, the individual must file an application for certification of requiring long-term care.

【Contact】 Hoken Fukushima-bu Koureisha Koufuku-ka
(Elderly Well-Being Division, Health & Welfare Department) ☎0287-23-8927 or 8678

7 Nursery School

Nursery schools are child welfare facilities based on the Child Welfare Law that provide care for infants and toddlers in place of parents or relatives who are unable to care for their children at home due to employment or other reasons.

Therefore, to send your child to a nursery school, reasons such as “early 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 (Must meet at least one of the following conditions)


- (1) If the guardian works for 64 or more hours a month
- (2) If before and after the delivery of a child (Within 2 months before and after delivery)
- (3) If there is illness, injury, or a mental or physical handicap
- (4) If constantly caring for a relative they are living with whom has a long-term illness or a mental or physical disability
- (5) If recovering from an earthquake, flood, typhoon, fire, or other disaster
- (6) If continuing to look for employment (Valid for around 90 days)
- (7) If attending school (Including vocational training, etc.)
- (8) If abuse or domestic violence is suspected

[List of nursery schools in the city]

Category	Name	Age of children	Address	Telephone No.
Private/Nursery School	<i>Mihara Hoikuen</i>	From 6 months	<i>Mihara 1-17-16</i>	0287-23-3882
Private/Nursery School	<i>Hoikuen Child</i>	From 6 weeks	<i>Chikasono 2044-5</i>	0287-28-7320
Private/Nursery School	<i>Hoikuen Baby Angel</i>	From 2 months	<i>Wakamatucho 3-30</i>	0287-22-8834
Private/Nursery School	<i>Ohtawara Hoikuen</i>	From 8 weeks	<i>Sumiyoshicho 1-12-29</i>	0287-24-6616
Private/Nursery School	<i>Kaneda Hoikuen</i>	From 6 months	<i>Nakadawara 1285-2</i>	0287-22-2255
Private/Nursery School	<i>Hikari Nozaki Hoikuen</i>	From 6 months	<i>Usuba 1717-2</i>	0287-46-5100
Private/Nursery School	<i>Hikari Hoikuen</i>	6 months to 2 years	<i>Yamanote 2-19-1</i>	0287-46-5522
Private/Nursery School	<i>Kurobane Hoikuen</i>	From 6 months	<i>Horinouchi 641-1</i>	0287-59-7055
Private/Nursery School	<i>Yuzukami Hoikuen</i>	From 6 months	<i>Yuzukami 3724-1</i>	0287-98-8101
Private/Nursery School	<i>Shintomi Hoikuen</i>	From 6 months	<i>Shintomicho 3-6-8</i>	0287-22-2402

Category	Name	Age of children	Address	Telephone No.
Private/Certified Childcare Center	<i>Nintei Kodomoen Kurobane Youchien (Kindergarten & nursery school type)</i>	Category 1 From 3 years	<i>Hachisu 10-27</i>	0287-54-0471
		Categories 2 & 3 From 6 months		
Private/Certified Childcare Center	<i>Nozaki Youchien Nintei Kodomo En (Kindergarten type)</i>	Category 1 From 3 years	<i>Usuba 2228</i>	0287-29-0959
		Categories 2 & 3 From 10 months		
Private/Certified Childcare Center	<i>Kokusai Iryou Fukushi Daigaku Kanemaru Kodomoen (Kindergarten & nursery school type)</i>	Categories 2 & 3 From 6 months	<i>Kitakanemaru 1863-101</i>	0287-48-6610
Private/Certified Childcare Center	<i>Nintei Kodomoen Nadeshiko Youchien (Kindergarten type)</i>	Category 1 From 3 years	<i>Kodaki 1179-2</i>	0287-23-3741
		Categories 2 & 3 From 10 months		
Private/Certified Childcare Center	<i>Seika Youchien Nintei Kodomoen (Kindergarten type)</i>	Category 1 From 3 years	<i>Chuo 1-5-10</i>	0287-22-3224
		Category 2 From 3 years		
Private/Certified Childcare Center	<i>Nintei Kodomoen Hikari Youchien (Kindergarten type)</i>	Category 1 From 3 years	<i>Yamanote 2-11-13</i>	0287-23-5533
		Category 2 From 6 months		
Private/Certified Childcare Center	<i>Nintei Youchien Futaba Youchien (Kindergarten & nursery school type)</i>	Category 1 From 3 years	<i>Motomachi 1-1-36</i>	0287-22-5555
		Categories 2 & 3 From 6 months		
Private/small size	<i>Asaka Hoikuen</i>	6 months – 1 year	<i>Asaka 1-3542-215</i>	0287-22-0151
Private/small size	<i>Hikari Usuba Hoikuen</i>	6 months – 1 year	<i>Usuba 1998-111</i>	0287-29-1855
Private/small size	<i>Poppo Doori Hoikuen</i>	3 months – 2 years	<i>Murasakizuka 1-3-21 Murasakizuka Residence 1-6</i>	0287-46-5800
Private/small size	<i>Ohtawara Berries Hoikuen</i>	3 months – 2 years	<i>Asaka 2-3393-4</i>	0287-22-6150
Private/small size	<i>Hoikusho Mirai</i>	3 months – 2 years	<i>Wakamatucho 1650-434</i>	0287-24-1177
Private/small size	<i>Nijjiro Hoikuen</i>	3 months – 2 years	<i>Suehiro 2-7-23</i>	0287-53-7222

【Contact】 *Hoken Fukushima-bu Hoiku-ka (Childcare Division, Health & Welfare Department)*

 0287-23-8769

8 School

Children of foreign nationalities can enroll in elementary schools and junior high schools in Ohtawara City (Japanese elementary & junior high schools). If you want to enroll your child, please consult the *Gakkoukyouiku-ka* (School Education Division) after registering as a resident.

◎ **The school enrollment procedure is as follows.**

- (1) Resident registration
- (2) Notification to the *Kyoikuiinkai* (Board of Education) of intent to enroll
 - ✕Please come to the *Gakkoukyouiku-ka* (School Education Division) counter.
 - ✕Please bring the resident card of the child to be enrolled with you.
- (3) Medical checkup prior to school enrollment
 - ✕Medical checkups are required for children enrolling in elementary school April of the following year.
 - ✕Medical checkups will be conducted between September and November of the year prior to enrollment (A notice will be mailed to your house.)
- (4) Notification of your child's enrollment will be sent to their elementary/junior high school by the *Kyoikuiinkai* (Board of Education) (Determination of school of enrollment)

● **List of elementary & junior high schools in Ohtawara City**

Elementary School	Telephone No.
<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>Handa Shougakkou</i>	0287-22-2683
<i>Usuba Shougakkou</i>	0287-29-0044
<i>Ishigami Shougakkou</i>	0287-29-0235
<i>Sakuyama Shougakkou</i>	0287-28-0024
<i>Yuzukami Shougakkou</i>	0287-98-3737
<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 No.
<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-shi Kyouiku linkai Gakkou Kyouiku-ka
 (Ohtawara City Board of Education, School Education Division) ☎0287-23-3124

9 Garbage

Please separate garbage properly and bring it to the designated *gomi-station* (garbage disposal area) the morning of the specified day by 8:30AM. As the collection of garbage is determined by each district, please make inquiries to the *Seikatsu Kankyou-ka* (Living Environment Division).

●Garbage separation & disposal method

Type of garbage		Disposal method
Recyclables	Glass bottles	Put in the 3 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 (green) and take to garbage station
	Cans	Put in designated plastic bag (yellow) and take to garbage station ※Please put gas cans, metal bottle caps, etc. in “unburnable garbage”
	Newspapers	Bundle crosswise with string and take to garbage station
	Magazines	
	Cardboard	
	Paper cartons	
	Plastic bottles (PET bottles)	Put in designated plastic bag (clear with black letters) and take to garbage station ※Put caps and labels in “Plastic containers and packaging” garbage, washing out the inside of plastic bottles and putting in the designated bag without crushing them.
	White Styrofoam trays	Put in designated plastic bag (clear with brown letters) and take to garbage station ※Only white Styrofoam is accepted. Please place other colors in burnable garbage.
	Unburnable garbage	Put in designated plastic bag (clear with blue letters) and take to garbage station ※Gas cans and spray cans should be used up fully before disposing. When degassing, choose an airy place without any fire sources. (There is no need to make a hole in the can.)
	Batteries (Dry cell batteries, button batteries, small rechargeable batteries, etc.)	Put in clear plastic bag and take to garbage station ※The maximum size of rechargeable batteries that can be placed in the trash station is approximately the size of the palm of your hand. ※Button batteries, coin cells, and rechargeable batteries with bare terminals should be insulated by applying tape to the terminals.
	Plastic containers and packaging	Put in clear plastic bag of about 20 - 45 liters in size and take to garbage station ※Put plastic with stains or odors that cannot be removed, plastics not marked with a plastic mark, and Styrofoam packaging in “burnable trash.”
Burnable garbage		Put in designated plastic bag (gray with red letters) and take to garbage station
Oversized garbage (fee charged)		Take to the <i>Kouiki Clean Center Ohtawara</i> directly or make an appointment for collection (<i>Seikatsukankyou-ka</i>) (Living Environment Division)

【Contact】 *Shimin Seikatsu-bu Seikatsu Kankyou-ka (Haikibutsutaisaku-gakari)*
 Living Environment Division, Citizens Life Department (Waste Management Section)
 ☎0287-23-8706

10 Pet Dogs

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

◎ Registration application

(1) New registration (When keeping a dog age 91 days or older)

[Necessary items to register]

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

※You can make a new registration at a vet that is a member of the *Tochigi-ken Juuishikai* (Tochigi Prefectural Veterinary Association).

(2) Change notification (Moving in or out of registered dog, change of owner, etc.)

[Necessary items to apply]

① For owner and dog moving in (Including moving in of dog only)

- Address, name, and telephone number of dog owner
- Kind of dog, gender, age, and fur color
- Previous address of owner
- License tag issued for previous address (If none, then registration number document)

② Change of owner

- Address, name, and telephone number of previous owner
- License tag (Registration number document)

(3) Death notice

[Necessary items for death notice]

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

◎ Rabies vaccination

(1) Group vaccination

The city accepts applications for rabies vaccinations every April in each district and will inform registered owners by mail.

(2) Vaccination at a vet

If you cannot bring your dog to a group vaccination, please have it vaccinated at a nearby vet.

① In the vet is a member of the *Tochigi-ken Juuishikai* (Tochigi Prefectural Veterinary Association), you can receive documentation proof of the vaccination.

② For other vets, a certificate of proof will be issued, so please bring the certificate to the city hall to complete the procedures to be issued an vaccination certificate. (Fee: 550 yen)

◎ Please inquire to the Living Environment Division if you have lost the dog license or vaccination certificate, or if you are no longer able to continue keeping your dog.

【Contact】 Shiminseikatsu-bu Seikatsukankyō-ka (Seikatsu Koutsuu-gakari)

Living Environment Division, Citizens Life Department (Life & Transportation Section)

☎0287-23-8832

11 Fire, Emergency, and Rescue

If you need help in case of fire, emergency, or rescue, do not panic and follow the instructions below. If you are unsure of what to do, quickly ask someone nearby for help or ask them to contact someone.

◎ Contact the fire department (For fire, injury, illness, rescue)

(1) In the event of fire

- Please dial ☎ 119 and say “*Kaji desu* (Fire).”
- Please tell about the situation, such as where the fire is, what is burning, if anyone hasn’t escaped yet, etc.

(2) In the event of injury or illness

- Please dial ☎ 119 and say “*Kega desu* (Injury)” or “*Byouki desu* (Illness).”
- Please tell about the situation, such as where you want the ambulance to come, the age of the injured or ill person, the injured or ill person’s status, etc.

(3) In the event of rescue

- Please dial ☎ 119 and say “*Kyujo desu* (Rescue).”
- Please tell about the situation, such as where you want the rescue assistance to come, what type of rescue assistance is needed, how many people need to be rescued, etc.

◎ Contact the police (For incidents, accidents)

Please dial ☎ 110

(1) Tell about the situation (Traffic accident, theft, etc.)

(2) Tell where you are (Address, landmark)

(3) Tell the time of the occurrence (Now, x minutes ago)

(4) Tell information about the offender (Number of offenders, clothing, direction of escape, offender’s license plate number, etc.)

(5) Tell other information (Name, address, phone number, degree of injury, etc.)

【Contact】 Ohtawara Shoubousho (Ohtawara Fire Department) ☎0287-28-5100
Ohtawara Keisatsusho (Ohtawara Police Station) ☎0287-24-0110

12 Disaster Prevention

Please confirm the location of evacuation sites and how to keep contact with family members in the case of emergency in order to act promptly when a disaster occurs. In addition, please prepare and store reserves of necessary items in case of emergency.

- (1) In case of an earthquake, do not panic and follow the instructions below.
 - If using a source of fire for cooking, etc., extinguish it immediately.
 - Open a window or door in order to secure an evacuation exit.
 - Wait until the earthquake stops, protecting yourself under a desk, table, etc., away from unstable things like bookshelves and cupboards.
- (2) In case of a typhoon, please take the following precautions.
 - As a typhoon approaches, strong wind and rain will occur, so please items likely to be blown away inside your home. In addition, close sliding doors and rain shutters and pay close attention to the radio or TV, etc. for information on the typhoon.
 - If you are outdoors in strong wind and rain, fallen trees or broken umbrellas may be blown towards you, so please take shelter in a structure.
 - There are possibilities of flooding due to rivers overflowing from concentrated heavy rain. This is extremely dangerous, so stay away from rivers. In addition, avoid going near mountains and other sloped areas due to possibility of landslides.
- (3) Evacuation orders, etc.
 - When a disaster is occurring or there is possibility of one occurring, an evacuation order may be issued to protect human lives.
 - When an evacuation order is issued, those who need to evacuate should not panic and head to the evacuation site.
 - Information on the opening of evacuation centers will be sent mainly by e-mail and various Ohtahara City SNS accounts (Facebook, X, LINE), so please register by e-mail or an Ohtahara City SNS account. (Please see the next page for the main evacuation sites).

【Contact】 *Sougouseisaku-bu Kikikanri-ka*

(Crisis Management Division, General Policy Department) ☎0287-23-1115

●Main designated evacuation sites in each district

No.	Name	Address	Notes
1	<i>Ohtawarahigashi Chiku Kouminkan</i>	<i>Wakakusa 1-1287-1</i>	
2	<i>Ohtawaranishi Chiku Kouminkan</i>	<i>Asaka 3-3578-747</i>	Use 2 nd floor in case of water damage
3	<i>Kanedakita Chiku Kouminkan</i>	<i>Ichinosawa 1988-1</i>	
4	<i>Kanedaminami Chiku Kouminkan</i>	<i>Minamikanemaru 1870-5</i>	
5	<i>Shinen Nouseonkankyoukaizen Center</i>	<i>Hanazono 1973</i>	Same facility as <i>Shinen Chiku Kouminkan</i>
6	<i>Nozaki Kenshuu Center</i>	<i>Nozaki 2-26-2</i>	Same facility as <i>Nozaki Chiku Kouminkan</i>
7	<i>Sakuyama Chiku Kouminkan</i>	<i>Sakuyama 2287-1</i>	
8	<i>Fureainooka</i>	<i>Fukuwara 1411-22</i>	Use gym
9	<i>Yuzukami Nouseonkankyoukaizen Center</i>	<i>Yuzukami 5-776</i>	Same facility as <i>Yuzukami Chiku Kouminkan</i>
10	<i>Kurobane Kawanishi Chiku Kouminkan</i>	<i>Kurobanetamachi 848</i>	Use 2 nd floor in case of water damage
11	<i>Ryogo Chiku Community Center</i>	<i>Nakanouchi 773</i>	Same facility as <i>Ryogo Chiku Kouminkan</i>
12	<i>Kurobane Nogyokozo Kaizen Center</i>	<i>Susagi 53</i>	Same facility as <i>Sukagawa Chiku Kouminkan</i>

13 Main Public Facilities

●Services provided at Ohtawara City Hall

No.	Name of Division	Main Duties	Telephone No.	Location
1	<i>Soumu-ka</i> (General Affairs Division)	General inquiry desk for the city	0287-23-1111	6 th floor of main building
2	<i>Jouhou Seisaku-ka</i> (Information Policy Division)	Ohtawara City publicity, city website	0287-23-8700	6 th floor of main building
3	<i>Kikikanri-ka</i> (Crisis Management Division)	Countermeasures against disasters, prevention of crimes, and countermeasures against radioactive materials	0287-23-1115	3 rd floor of main building
4	<i>Zeimu-ka</i> (Tax Division)	Tax related documents, Municipal and Prefectural Resident Tax, Property Tax (City Planning Tax), Light Motor Vehicle Tax, and tax collection-related matters	0287-23-8785 0287-23-8703	2 nd floor of main building
5	<i>Kenkou Seisakuka</i> (Health Policy Division)	Health services, clinic for emergency care on holidays, vaccinations, health exams, and health consultation	0287-23-8704	3 rd floor of main building
6	<i>Fukushi-ka</i> (Welfare Division)	District welfare officer, livelihood protection, consultation and support for persons with disabilities	0287-23-8707	3 rd floor of main building
7	<i>Kodomo Shien-ka</i> (Child Support Division)	Child abuse, single parent support, pregnancy and child-raising-related matters, child benefits, and medical subsidies	0287-23-8932	3 rd floor of main building
8	<i>Hoiku-ka</i> (Childcare Division)	Nursery schools and after school care-related matters	0287-23-8769	3 rd floor of main building
9	<i>Koureisha Koufuku-ka</i> (Elderly Well-being Division)	Long-term care insurance	0287-23-8678	3 rd floor of main building
10	<i>Kokuho Nenkin-ka</i> (National Pension Division)	National health insurance	0287-23-8857	2 nd floor of main building
11	<i>Shimin-ka</i> (Citizens' Division)	Resident registration, childbirth notification, moving in/out notification, moving within Ohtawara city notification, and personal seal registration	0287-23-8705	2 nd floor of main building
12	<i>Seikatsu Kankyou-ka</i> (Living Environment Division)	Garbage collection (<i>Haikibutsutaisakugakari</i>) (Waste Management Section) Dog registration (<i>Seikatsukoutsuugakari</i>) (Life & Transportation Section)	0287-23-8706 0287-23-8832	2 nd floor of main building
13	<i>Kenchiku Juutaku-ka</i> (Building & Housing Division)	Municipal housing matters	0287-23-8724	5 th floor of main building
14	<i>Jyouse Suido-uka</i> (Water & Sewage Division)	Water supply, water stoppage matters	0287-23-8713	5 th floor of main building
15	<i>Kyouiku Somu-ka</i> (Education & General Affairs Division)	Board of Education, scholarships	0287-23-3111	4 th floor of main building
16	<i>Gakkou Kyouiku-ka</i> (School Education Division)	Child/student enrollment and transferring	0287-23-3124	4 th floor of main building

●Main Facilities in Ohtawara City

No.	Name	Main Duties & Roles	Telephone No.	Address
1	<i>Ohtawara Shoubousho</i> (Ohtawara Fire Department)	Fire, emergency, and rescue response	0287-28-5100	<i>Nakadawara 868-12</i>
2	<i>Ohtawara Keisatsusho</i> (Ohtawara Police Department)	Theft, crime, and traffic accident response	0287-24-0110	<i>Murasakizuka 1-1-4</i>
3	<i>Ohtawara Yubinkyoku</i> (Ohtawara Post Office)	Mail collection and delivery	0287-22-2301	<i>Shintomicho 1-9-8</i>
4	<i>Tochigiken Kenhoku Fukushi Center</i> (Tochigi Prefectural North Health & Welfare Center)	Facility of Tochigi Prefecture to promote the improvement of public sanitation	0287-22-2257	<i>Sumiyoshicho 2-14-9</i>
5	<i>Nasu Sekikijui Byouin</i> (Nasu Red Cross Hospital)	A core medical institution in northern Tochigi Prefecture	0287-23-1122	<i>Nakadawara 1081-4</i>
6	<i>Kouiki Clean Center</i> (Wide-range Clean Center)	Waste disposal	0287-20-2270	<i>Wakakusa 1-1484-2</i>
7	<i>Nasunonougyou kyoudoukumiai Agri Center Ohtawara</i> (Nasuno Agricultural Cooperative Association Agriculture Center Ohtawara)	Cooperation organization to increase productivity of agriculture and to improve the economic and social status of farmers	0287-28-1130	<i>Chikasono 807</i>
8	<i>Ohtawara KokuSaikouryuukai</i> (Ohtawara International Friendship Association)	Volunteer association to expand circle of friends through cultural exchanges with people from foreign countries	0287-22-5353	<i>Honcho 1-2716-5 Ohtawarashi Shougai Gakushuu Center</i>
9	<i>Kurobane KokuSaikouryuukai</i> (Kurobane International Exchange Association)	Creates opportunities for residents to be involved in international exchanges, cooperation, and understanding	0287-54-1105	<i>Kurobane Mukoumachi 2</i>

●Other Facilities

No.	Name	Main Duties & Roles	Telephone No.	Address
1	<i>Tokyo Shutsunyukoku Zairyukanrikyoku Utsunomiya Shucchoujo</i> (Tokyo Immigration Bureau Utsunomiya Branch Office)	Immigration and general residence examination	028-600-7750	<i>Utsunomiya-shi Obata 2-1-11 Utsunomiya Sougou Houmuchosha 1st floor</i>
2	<i>Tochigi-ken Gyouseishoshikai</i> (Tochigi Prefectural Association of Certified Administrative Procedure Specialists) (Telephone consultation)	Consultation service regarding immigration procedures	028-638-0919	<i>Utsunomiya-shi Nishiichinosawa-machi 1-22</i>
3	<i>Gaikokujin Gino Jishukiko</i> (Foreigner Technical Intern Organization) (9 languages)	Consultation service regarding immigration procedures	03-3453-8000	※Call center
4	<i>Hou terasu</i> (Law Terrace) (10 languages)	Consultation service regarding personal relationships, marriage, divorce, employment, and labor	0570-078377	※Call center
5	<i>Tochigi Rodokyoku Gaikokujin Rodosha Soudan Corner</i> (Foreign Workers Consultation Corner, Tochigi Labor Bureau)	Consultation service regarding foreign workers regarding employment and labor (4 languages)	028-634-9115	<i>Utsunomiya-shi Akebono-cho 1-4 Utsunomiya Daini Chihougodo-chosha 4th floor</i>

※Please be sure to call and confirm the office hours before going.

