学生各位

To all students

経済学研究科等事務部 Graduate School of Economics Administration Office

安否確認サービスの利用について Operation of Safety confirmation system

東京大学では、一部の部局を除き、安否確認サービスを導入しております。本サービスは、 大規模地震等の災害が発生した際に、安否確認メールを送信し、大学構成員の安否状況を迅 速に確認するものとなります。

つきましては、本サービスの利用にあたり必要な設定等のご対応をお願いいたします。

The University of Tokyo, except for some departments, has introduced a safety confirmation service. This service sends a confirmation email when a large-scale earthquake or other disaster occurs, and promptly checks the safety status of university members.

You are requested to, please make the necessary settings for using this service.

1. 安否確認サービスの概要

居住地または所属部局が所在する都道府県で、震度5弱以上の地震が発生した際に、安否 確認メールを自動送信いたします。また、その他の災害時にもメールが送信されることがご ざいますので、メールが届いた際は速やかにご回答ください。

1. Overview of safety confirmation service

When an earthquake with a seismic intensity of less than 5 occurs in your place of residence or in the prefecture where your department is located, a safety confirmation email will be sent automatically. Emails may also be sent during other disasters. Please respond to such emails as soon as you receive them.

2. 学務システム(UTAS)への情報登録について 別添「安否確認サービス」を参照し、必要情報を登録・更新してください。

2. Registration of information to the academic affairs system UTAS

Please register and update the necessary information with reference to the attached "Safety Confirmation ".

# Let's register ! Safety Let's prepare! Confirmation

# What is **Safety Confirmation?**

This service is used by the university to confirm your safety in the event of a major earthquake (intensity 5 upper or greater) or

tsunami. You can respond via email or the application.



# When will it be used?

In the event of an earthquake of intensity 5 upper or greater on the Japanese seismic intensity scale at your residence or campus location (hereinafter referred to as "registered location") registered in the University of Tokyo Administrative System (UTAS), we will confirm your safety via e-mail or application.

If an earthquake of intensity 5 upper or greater occurs outside the registered area, a safety confirmation may be sent out at the discretion of your department.

# How to receive a safety confirmation e-mail

Just register your address and email address.!

#### Keep the information in the **Universitywide Academic Affairs** Information System (UTAS) up-to-date.

You can change your current address and e-mail address from "Student Information" "Enter Change of Current Address".

**%**At the time of enrollment, the contact information submitted to the university is registered.

## CAUTION!!

If your zip code is incorrect, a safety confirmation will be sent due to an earthquake in an area different from your current address. Be sure to update your zip code as well!

## There are 3 ways to respond $(\mathbf{1})$

Click on the URL in the email sent to you and answer the questions from the website.



Answers from the Safety Confirmation Service app. \*Preparation is required!

Reply to the email you received with the number of your response.

\*Replies from forwarded emails are invalid.

### If you want to answer from the app



#### (2) How to initialize your password



(1) Access from QR code on the left (2) Login to register or modify user information

- (3) Click "Forgot your password?
- (4) Enter your common ID and send it (5) Access the initialization URL from the e-mail sent to your UTASregistered e-mail address to update vour password

#### **3**Make initial settings in the application.



 Site Identification Information (input) Ems8/tky11/ut-safety

or (Enter with OR Code)



 Common ID/Password Enter the password you set in 2. Check the "Send" box for location information when responding.Click "Settings

For more information on the Universit of Tokyo's disaster response and information dissemination, please the University of Tokyo website.



