

Living Guidebook for Foreigners

Gaikokujin no tameno
Seikatu Gaido Bukku





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Living

1. Resident Registration

(1) After entering Japan...

A resident should register at the office of the municipality you live. (Juumin Toroku)

【What to bring】 1. Passport 2. Residence card (Zairyu kado)

※In some cases, when registering an address in a place where family or friends who are already living in, permission from them is necessary. In addition, there is also case that documents are necessary to prove contract in the apartment and relationships. For details, inquire at the city municipal office.

(2) When leaving Japan...

Please voluntarily inform the office of the municipality where you live in about leaving.

【What to bring】 1. Residence card (Zairyu kado)

※ You may be required to pay taxes and insurances and others for the period of living in Japan. For details, check it to the appropriate division of the city office.

(3) When moving in Japan

① Moving in City

Please report to City Hall "Citizen Division".

【What to bring】 1. Residence card (Zairyu kado)
2. Notification card or personal card number
(Kojin bango kado)

② Moving into other place within city

Please report to the city hall "Citizen Division".

【What to bring】
1. Residence card (Zairyu kado)
2. Notification card or personal number card (Kojin bango kado)
3. Roll over certificate (before you reside to the city this was issued from the municipal office you formerly lived in)

※ Regarding the procedures of 1 and 2, if you move to a house already registered by your family or friends, the consent of the household head of that house will be necessary. In addition, there is also a case where the documents certifying the contract of the apartment, relationship and others. Please check the details at the municipal office of the city.

③ Moving out City to outside city

Please report to the city hall "Citizen Division".

【What to bring】 1. Residence card (Zairyu kado)



In addition to this, you may need to confirm other necessary things. If you have any questions, please consult with Citizen Division of the city hall (Shimin ka).

2. House

It is common to find a house through real estate agent in the district where you want to live. When renting an apartment or a house, you need to pay security deposit, key money and real estate agent brokerage fee in addition to the monthly rent.

The accumulated amount as security deposit is supposed to be returned at the time of cancellation, but repairs of the apartment such as restoration of reclining tatami mats may be deducted. The rent is always paid in advance and will be paid every month at the end of the previous month.

Since various procedures are necessary at the time of contract, we recommend go with someone who understands Japanese language. When canceling, it is necessary to notify the landlord or real estate broker agency one month in advance.

※About Municipal and Prefectural Housing

Municipal and prefectural housing is constructed by the administration of city or prefecture, and it is prepared for low-income people who are in need of housing.

Although recruitment of public housing is done periodically, the recruitment period and application procedure differ between municipal housing and prefectural housing, so please contact the City Planning Division of the City hall for details..

3. Electricity. Gas . Water supply

(1) Electricity

Procedures are necessary when using electricity at home. When you start using electricity, please fill in the name and entry date in the postcard provided and post it.



(2) Gas

Procedures are necessary when using gas at home. When “transferring”, please contact the gas company in your place of residence by phone. A gas company staff will come to the house to open the main plug and check the equipment. In the case of “Outgoing”, please call the gas company in advance and tell them your customer number on the meter reading notice and invoice, and then decide the date and time to get the gas company to come.

(3) Water supply

Procedure is necessary when using water at home.

【Procedure method】 : In the case you start to use water service, in the case you stop or you leave for a few months, please do contact the City Waterworks Division and process.

【Payment method】 : Since the notice will arrive every month, pay at a bank or convenience store. It is advantageous to use a bank account transfer because there is discount.



Be careful of becoming delinquent in your payment, because the water supply will stop.

4. Rules in everyday life

1) Let's try not to disturb neighbors.

2) Let's keep in mind not to make noise, try not to play music with high volume or speak loudly.



3) Please keep the garbage on the designated date and time, sort it correctly and put it out to the designated place.



4) Please park the bicycle and the car in the proper place.

5) Let's try to cooperate with the neighbors, like cleaning and tidying common areas such as apartments.

5. About work

If you want a job, the type and conditions of work you can employ for will differ depends on the status of residency.

If you are looking for a job you can consult in the "Hello Work".



6. About the Residents Association

The association of residents is a voluntary organization of the people living in the area that are working to improve living environment, to deepen the relationship through recreation like festival, to help in solving local issues like welfare and disaster prevention, crime prevention and to help in cleaning.

What are the activities they do?

- ◇ Initiate to improve living
 - Cleaning of the place, recycling
- ◇ Initiate to improve the city and keep it safe
 - Activities such as crime prevention • disaster prevention, fire prevention • safety traffic
- ◇ Initiatives to promote community friendship
 - Organizing events such as festivals (Matsuri) and sportsfest (Undoukai)
 - Generational interaction
 - Group activities like children's associations and silver clubs

【When joining ...】

- ◇ Through the residents association notices will be informed.
- ◇ We can interact with the people of the community, and we can help each other in case “need of help”.
- ◇ Joining in the residents association has fee. Check the fee before joining.
- ◇ The community center can be used.
(Kou Min Kan)



【If you do not join ...】

- ◇ There are some districts where garbage cannot be disposed if you do not join the residents association

7. Contact ※ When you call, let's tell the consultation content first

Consultation content	Place of consultation	Telephone number
Resident Registration	City Hall – Citizen Division (Shimin Ka)	
About Municipal housing	City Hall Urban Planning Division (Toshi Keikaku Ka)	
About Electricity	TEPCO Ibaraki Customer Center	0120-995-331
About Water supply	City Hall Waterworks Division (Duido Ka)	
About Sewerage	City Hall Sewerage Division (Gesuido Ka)	
Consultation about work	“Hello Work”	
About Residents Association	City Hall – Citizen Division (Somu Ka)	
About Garbage	City Hall Living Environment Division (Seikatsu Kankyo Ka)	

Proper Way of Garbage Disposal

Different municipalities have different rules on how to separate garbage. The disposal of waste depends on the type of garbage, there are different colors of garbage bags and the day of disposal differs.

※For more information, please refer to Joshi city's homepage.

1. Pattern A

(1) Types of Garbage

Note: Before disposing broken glasses and sharp objects, wrap it with paper and write the word "danger" on it.

① **Burnable Garbage** : Burnable garbage includes raw garbage, wooden garbage, paper garbage and etc.



② **Non-Burnable Garbage** : Like broken objects, leather and rubber products



③ Recyclable Materials

○PET Bottle {Polyethylene Terephthalate}
PET bottles include plastic drink bottles, soy sauce seasoning bottles and non-dressing oil bottles.



PET bottle mark



※ Please remove their caps and labels. And put it together with the plastic container in disposing.

○ Old Papers

Old papers like newspaper, magazine, carton, and paper pack.

○ Old Clothes

Cotton products such as thin cotton like under wears

○ Plastic Container Packaging (Plastic Container)

The plastic container and packaging are the plastic containers and wrappers that are being used in food items.



○ Empty can

Like drinks in can (steel and aluminum), canned goods, spray cans, cooking pots and kettle.



○ Empty glass bottle

Bottle for food and drink are recyclable.



(2) Way of garbage disposal

Let us segregate and dispose our garbage properly!

【Designated garbage bags】 Please put the garbage in the designated garbage bag and dispose.

- ① Burnable Garbage (Red) ② Non-burnable garbage (blue) ③ Recyclable Materials (green)

※Caution

- 1 Empty glass bottles are recyclables, however, you must not put it in a green garbage bag to dispose. Please dispose it in the designated place in the container according to the color of the bottle (transparent, brown and other color).



- Disposable are limited to food and drink items
- There are similar items that made of glass bottles, but the following are included in the non-burnable garbage, these are the heat resistant glass, ceramics, cosmetic bottle, milky white bottle, fluorescent lamp, light bulb, dish ware and glass plate.

- 2 Please tie the old papers with string and dispose. And please put the dirty papers in the burnable garbage and dispose

- ① newspaper ② magazine ③ carton ④ paper pack



- 3 Please bundle the old clothes with strings. On the day that it rains, please dispose it next time or put it in a transparent plastic bag and dispose.

※ Make sure you know when your trash is collected.

【Burnable Garbage】 : 'Day of the week'

【Non-burnable Garbage】 : 'Day of the week'

【Recyclable plastic container】 : 'Day of the week'

【Recyclable PET bottle】 : 'Day of the week'

【Recyclable empty bottle, empty can, old papers and old clothes】

: 'Day of the week'



2. Pattern B

Let us segregate and dispose our garbage properly!

(1) Types of Garbage and Way of Disposal

① Burnable Garbage :

Like raw waste, paper waste, leather, rubber and plastic.



【Way of disposal】

Please put the garbage in the designated garbage bag and dispose it in the place of garbage collection.

② Non-burnable Garbage :

Like broken objects, cans other than drink cans and spray cans.



【Way of disposal】

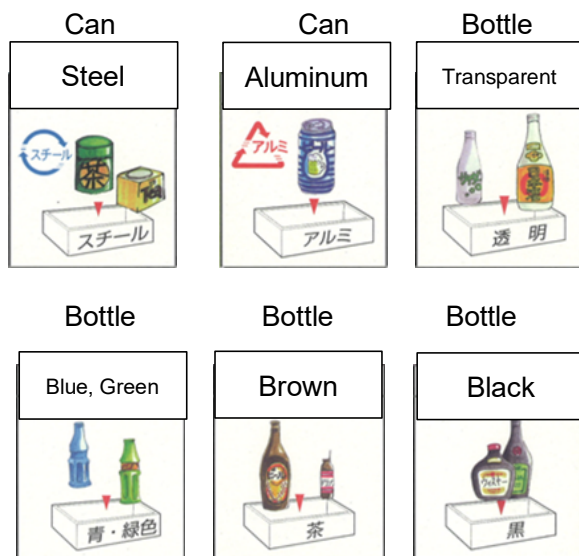
Please put the garbage in the designated blue garbage bag and dispose it in the place of garbage collection.

③ Recyclable Materials

○ Empty can, empty bottle (drink products) and beverages like bottle of beer. Canned goods, candy can and milk can are non-burnable garbage.

【Way of disposal】

Please dispose the drink items in the designated collection boxes.



○ PET Bottle

Bottles that belong to PET bottle are those with PET bottle mark. Please dispose the containers of oil, sauce, detergent and shampoo as burnable garbage.

【Way of disposal】

Please put the PET bottles in the designated collection box. Please remove the labels and caps and put it in a burnable garbage bag and dispose.

PET bottle mark



○ Old papers, magazines and cartons

【Way of disposal】 Please segregate each kind and bundle it with a string and dispose.



☆Disposing of garbage correctly is the first step in becoming a resident of the community.

The city hall garbage truck collects garbage according to a schedule. However, there are times when they do not deliver the garbage. When the garbage is not delivered, the area becomes dirty and the people in the area do not like it very much. If this continues, it will affect the human relations in the neighborhood. To prevent this from happening, please dispose of your garbage correctly.



(1) Reasons why garbage is left behind

- The day of the week is determined by the type of garbage, so please check the day of the week.
- Do not use the designated bags. Please put them in garbage bags or tie them with string.
- The rules for separating garbage are different depending on the municipality. Check and sort correctly.

(2) Why are there different rules for garbage separation in different areas?

○The difference between Pattern A and Pattern B is whether or not to put plastics and cans in special bags. Different regions have different methods of incineration and recycling at waste disposal sites. In Pattern A, clean plastics (packaging containers) are recycled, so plastics are separated. Pattern B is incinerated, so it is included in the garbage.



※There are some municipalities that have different types of patterns for both A and B. Some municipalities have different types of patterns for both A and B. Ask your city hall for information on garbage separation.

- If the recycling bags are mixed with dirty packaging, they will not be collected. Wash and clean the items to be recycled (plastics, cans, bottles).
- Bottles, batteries, fluorescent lights, etc. can be placed in collection boxes at parks, community centers, etc.
- It depends on the municipality whether the cans that contained drinks are collected in bags or put out in collection boxes.
- Lighters should be used up, and spray cans should be punctured to release the gas before disposal. You can recycle plastic bottles by washing them, removing the label, and taking off the cap. There are also recycling boxes at supermarkets. Cans, milk cartons, and food trays can also be recycled by washing them.
- When you throw away your washing machine, TV, refrigerator, air conditioner, etc., you need to pay a recycling fee. Talk to the appliance store, recycling store, city hall, and pay to dispose of them.
- When throwing away large trash such as wardrobes, sofas, etc., put a special sticker on it and call the city office in advance, and they will come and pick it up.

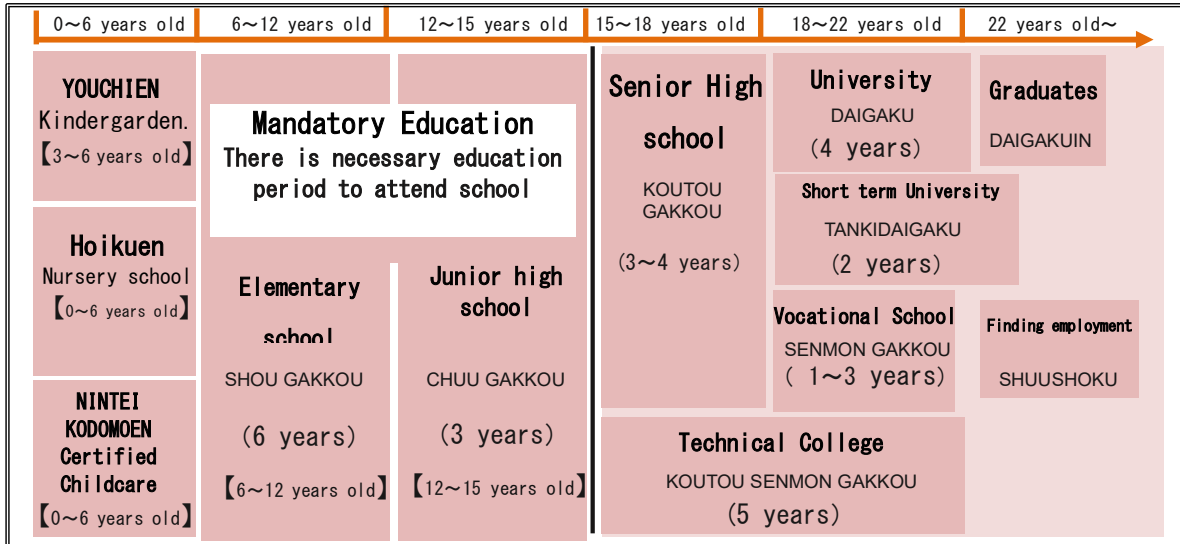
If you do not know how to dispose of them, check with the city hall office before throwing them away.

3. Contact ※In calling, tell the content of the consultation first.

Content of consultation	Place of consultation	Telephone number
About garbage	City Hall– Living Environment Section (Seikatsu Kankyo ka)	

Education and Childcare

1. Education and Childcare System



(1) Education and Childcare before entering Elementary School

Name of the Facility	Features	Age of the child that will attend	Place to apply
Kindergarten	Can be used regardless of parent's employment, facility for infant's education	3 to 5 years (Until going 6 years of age)	In the preferred kindergarten
Nursery	Childcare facility, in behalf of parents, in case the childcare cannot be done at home.	0 to 5 (Until going 6 years of age)	City Hall – Child Department
Certified Childcare	Facilities that combine education as a kindergarten and education as a nursery.	0 to 5 (Until going 6 years of age)	In case of kindergarten, apply in the kindergarten. In case of nursery, apply in City Hall Child Department

- ※ The receiving depends on the child's age, in the kindergarten, in the nursery or in the certified childcare.
- ※ For those who want to enter nursery starting April, the application starts from last of October until early November of last year, and please apply in City Hall- Child Department.
- ※ For those who want to enter in the public Kindergarten in April, please apply in your preferred kindergarten from the middle of September of last year.



(2) School Education

School	Age to enroll	Place to apply	School Selection (Public)	Entrance Exam (Public)
Elementary School	6 to 12 years old (going to 7 year of age ~)	City Board of Education	The city designates	None
Junior High school	12 to 15 years old (going to 13 years of age ~)	City board of Education	The city designates (There can be junior high school selection system)	None
Senior High school	15 to 18 years old (going to 16 years of age ~)	Prefectural Board of Education	Preferred school	Yes
Special Support School ※	Elementary and Junior High school 6 ~ 15 years old	City board of Education	Consult with the city	None
	Senior High school 15 to 18 years old	Prefectural Board of Education	Consult with the preferred school	Yes

※The Special Support School is a school where disabled children can attend. It has Primary Division (Elementary school level), Middle Division (Junior High school level) and High Division (Senior High school level).

2. Procedure concerning applying in school (In the case of Elementary 1st Grade)

① In the case of attending to school starting new semester (month of April)
Apply and receive notification in the City Hall Board of Education (School Education Department).

August To the parent of a child with a foreign nationality who has a certificate of residence in the city, will receive a guide of "School Enrollment Application". Do the school enrollment application in the Board of Education in the given due date. At the same time you will receive the notice (post card) for the schedule of health check-up, fill out the necessary information.

※ The residence card, mother-child Hand book and stamp are needed.

October Holding of health check-up.

February The school enrollment notice will arrive.
There is admission briefing session.

April There is Entrance Ceremony.

② In case of transferee in school

Go to the City Hall Board of Education (School Education Division).

○ Tell that you want to enroll your child in school.

○ Fill out the enrollment application form.

【The needed document for enrollment】 These are resident card (parent and the child to be enrolled), Attendance Certificate and report book.



3. Fees

	Elementary school	Junior high school	Senior High school
Tuition fee	Free		Not free ※Depends on the financial support of the country on the income of the household.
Books	Free		Not free
School supplies	Not free ※ The school lunch and school trip are self-pay.		

◎ Money Aid and Scholarship System

① System of “Aid for schooling”: Public Elementary School and Public Junior High school

When the board of education acknowledges that schooling (going to school) is difficult due to economic reasons (such as no money), you can receive necessary aid like in school supplies money and school lunch fee and others. There are income restrictions on subjects such as welfare-protected households and semi-protected households. Application will be submitted to the Board of Education through the school.

② System of “Scholarship”: Senior High school

Regardless of national public or private, you can receive scholarship grant as support for tuition fee in high school.

In each prefecture, there are scholarship benefits for high school students, support like in educational expenses (like textbooks and school supplies) aside from the tuition fee, for the low-income household.

4. About the Entrance Examination for high school

In Japan, the child can go to a preferred high school. But to enter in the Senior High school, there is entrance examination. The entrance examination has “General Examination” (Japanese Language, English, Mathematics, Social Studies and Science), and has “Special Selection for Foreigners”.

The Special Selection for Foreigner is...

All prefectural Senior high school in Ibaraki prefecture is holding Special Selection for Foreign Students.

However, it is limited to within 3 years from coming to Japan.

Number of applicants: 2 or more at each school

Content of the examination: Japanese Language, English, Mathematics + Interview



Source : 『Guidebook in Entering School for Parent and Child』 (<https://www.commonsglobalcenter.org/> 翻訳資料等/教育関係/)



5. Frequently asked questions

(1) Can you enroll in a grade with a different age or if you are overage? ?

In the case of less than 15 years old, as general rule, you will go to the grade that matches your age, but in the case of age 15 and over, the rules become as follows:

- ① In case you want to go to Junior high school: The general rule is you cannot enter in the public Junior high school. You can study in a school called “Night Junior High school”.
- ② In case you want to go to Senior high school: You have to pass the entrance examination, and the age is not in consideration.

※ Important point

- Those who has student and working visa cannot take the exam.
- In case of a minor, you cannot take the exam if you are not living with your parents.
- It is necessary in the exam either, the Certificate of Mandatory Education (9 years), or the certified Certification of Junior High school Graduation Degree Certification Exam.

(2) What does the international class do?

If the Japanese language is not enough, or it is not at the level equivalent to the grade level in Japan, there is Japanese language support at the international class. There are schools with International class and there are schools with none.

(3) What is the difference between a foreign school and a public school?

Besides entering in the public school, there is also a choice to enter in a foreign school. Many of the foreign schools have their own curriculum set up and specified language in each school (like if Brazilian school, they use Portuguese). Some foreign schools can also enroll from kindergarten until Senior High school division.

(4) Are there other important things?

- ✓ Be sure to call the school in case of late, absent or will leave early.
- ✓ Let's participate in PTA and class visitation. And also, let's participate in community's children association.
- ✓ There is school lunch at the school. They also do daily cleaning at the school as a way of living instruction.
- ✓ To prevent accident, let's refrain from wearing earrings and accessories at the school.
- ✓ Inside the school, they have a manner of wearing inside shoes.
- ✓ When going to elementary school, there are groups being created in each area for the group in going to and going from school.



6. Contacts

※ In calling, tell the content of the consultation first.

Content of Consultation	Place of consultation	Telephone number
About Public Kindergarten, Elementary school and Junior High school	City Hall Board of Education – School Division (Gakko Kyoiku ka)	
About Nursery and Certified child care	City Hall – Child Division (Kodomo ka)	

Pension Insurance and health insurance

1. People living in Japan, join a system in Public Pension Insurance and Health insurance.

In Japan, people of old age, disability and death, receive money from Pension Insurance (National Pension · Welfare Pension), and in case of illness or injury, you will only pay a small amount which is through medical insurance (National Health Insurance and Company's Health Insurance). Only people who insured in these insurances will receive the benefits. The foreign residents are also required to insure in the Public Pension and Health Insurance. (Excluding short term stay of less than one year)

Even if you think you are healthy, there is a possibility of accident or illness. If you do not have medical insurance it would be difficult to afford a treatment or surgery. And also, if you do not have Pension Insurance when you get older or becomes disabled, you will not be able to work, you will have no income. That is why this system is very important, make sure to insure.



2. Insuring to Public Insurance - The big difference in life, if you do not insure

	Events in life	Insured person	Not insured person
Health Insurance	Illness	In 30% self-paid payment, you can receive treatment	All the payment is self-burden
	Surgery or Confinement	Will pay a fixed cost so the self-burden is little	All the payment is self-burden
	Cannot work due to accident	Will receive Sickness Allowance (Those Health Insurances from the company only)	There is no Sickness Allowance to be received
	Childbirth	Can receive Childbirth allowance in lump sum payment	All the payment is self-burden
Pension Insurance	If you had an accident and becomes a disabled person	There are cases you can receive Disability Pension	There is no Disability Pension to be received
	In case of death	Your family will receive Survivor Pension	There is no Survivor Pension to be received
	More than 10 years of payment and became an elderly person (65 years old)	Will receive Old Age Pension	There is no Old-age Pension to be received

3. Public Health Insurance System

Public Health Insurance is an important insurance that will bear the burden of our medical expenses. It is represented in National Health and Company's Health Insurance. Regardless of which insurance you insured, you can receive equal medical care throughout the country.



(1) National Health Insurance

Aside from those who are being insured to the company's insurance, and those receiving Welfare Protection, you will be insured in National Health Insurance.

(2) Health Insurance of the companies

The Health Insurance of the companies is insurance which guarantees the medical expenses of the general employees.

There is also a system for the dependent, that a family member can be covered whose annual income is less than 1.3 million yen.

(2) The difference between "National Health Insurance" and "Company's Health Insurance"

	National Health Insurance	Company's Health Insurance
Conditions to insure	Those self-proprietor and unemployed person	Those regular employees who work for a company and those working more than 3/4 of the regular employees
Counter in charge	Municipal National Health Insurance counter	Association Kenpo or each social insurance union
Insurance Premium	Calculated based in the household's, number of insured, age and income	Calculated on an individual basis, by age and income
Dependent	There is no concept of dependency, insurance premiums increase or decrease depending on the number of insured in the households	You can support relatives within the accreditation range
How to pay Insurance Premium (tax)	Pay at the counter ※Pay at the bank or convenience store	Deductible from salary

4. Public Pension System

All persons with an address within Japan is obliged to join, there are two kinds of Public Pension.

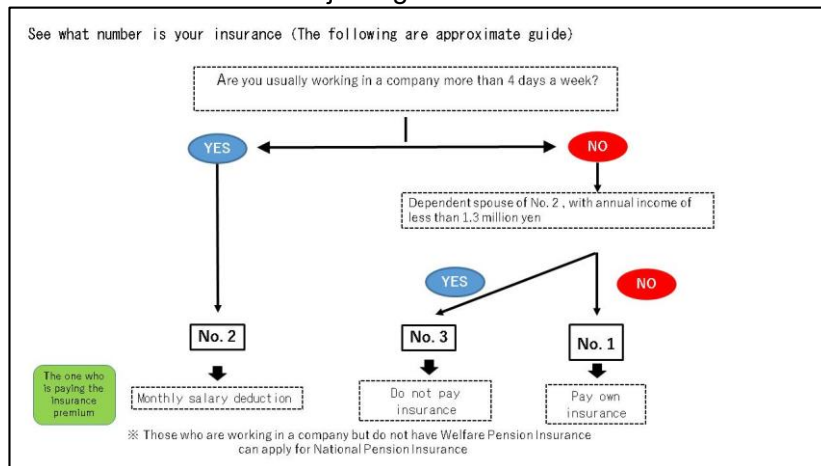
System	Description
National Pension (Kokumin Nenkin)	All people living within Japan whose over 20 years old and below 60 years old
Welfare Pension (Kosei Nenkin)	All persons who work for a company that is eligible for employees' welfare pension insurance

(1) National Pension (Kokumin Nenkin)

In the National Pension, those who can receive “Basic Pension” are all persons living in Japan whose over 20 years old and below 60 years old, these are the elderly person, disabled person and from death.

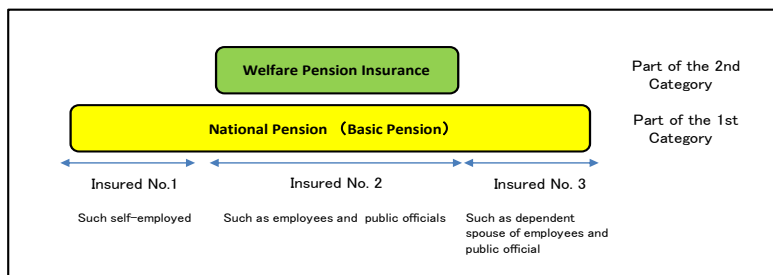
In National Pension, there are 3 types, the insured “No. 1”, “No. 2” and “No. 3”, and the way payment depends in which system you are in.

- ① Insured No. 1 Persons who are self-employed, who are in agriculture, forestry and fishery, student and unemployed
- ② Insured No. 2 Person who is in Welfare Pension Insurance, joining in the Mutual Aid Association
- ③ Insured No. 3 A spouse who has become a dependent family of person who are in Welfare Pension Insurance and joining in the Mutual Aid Association



(2) Welfare Pension (Kosei Nenkin)

Person who is insured in Welfare Pension Insurance, who joins National Pension through Welfare Pension Insurance system, is classified as Insured No. 2, and will receive “Welfare Pension” in addition to National Pension “Basic Pension” benefits.





5. Q & A about Public Health Insurance

Q What will happen if while working the injury occurred?

A The treatment costs for injuries or diseases due to work are treated not by

medical insurance but by Employees Compensation Insurance.

Q What should be done when moving out of the City or returning home?

A If in the case of moving out from the City or returning to your home country, make sure to return the health insurance card and settle the tax in the city hall. If you move out or return home and left the resident and health insurance tax unpaid, there will be additional charge to be paid, and problem may occurs in renewing your visa when you return.

6. Q & A about Pension

Q How long to be insured in the pension and will it be paid in the future?

A The 65 year old elderly that can receive old-age pension needs to have contributed for not less than 10 years. Payment amount is calculated according to subscription period. The disability pension and survivor pension are required to participate for at least 1 year or more and may not be paid if there is delinquency in the insurance premium. Like Brazil and Philippines, they have pension agreement with Japan, the period during which pension insurance fee was paid can be totaled. ※If you have a nationality other than Brazil and Philippines, make sure your country has this agreement.

Q Mostly working more than 4 days a week in a company, but why is not my insurance premium deducted from my salary?

A There is a possibility that you were not insured to the welfare pension. Confirm the subscription status to the company once.

Q Person who insured to Japan's pension insurance, if in case of returning to his own country, can he still receive pension?

A Person who insured to pension insurance (Welfare pension, National pension) in Japan, may receive the lump-sum withdrawal upon returning to their country. (To claim lump-sum withdrawal payment, apply for it within 2 years. The amount depends on the pension's subscription period. If you receive the lump-sum withdrawal payment, the period will be reset, so consider it carefully.

Q When will it be necessary to change the pension system?

A As an example, change of system is required in the following cases:

- ① Resigned in a company and became self-employed . . . Insured No. 2 → becomes Insured No.1 (insured in National Pension of City Hall)
- ② If Got married at the age of 18 and became dependent of the spouse and became 20 years old . . . Insured No. 3 (insured in Welfare Pension of the company)
- ③ Dependent of a spouse, with an annual income of more than 1.3 million yen . . . Insured No. 3 → will become insured No. 1 or No.2
- ④ Dependent spouse, divorced and not working, . . . from Insured No. 3 → will become Insured No. 1

7. Contact ※In calling, tell the content of your consultation.

Content of Consultation	Contact	Telephone number
About National Health Insurance and National Pension Insurance	City Hall – Health Section (Kenko Hoken ka)	
About Health Insurance and Welfare Pension	Pension Office	

Wellness Services

1. Mother- child health insurance

- ① Record of mother- child health (Boshi techo): It is a notebook in which the data of all the medical examinations of the mother during pregnancy, the baby's health exams and the vaccines are recorded. Once you have confirmed the pregnancy, you must apply at the municipality.
- ② Health examination: You may consult to a doctor for the health, physical measurement and upbringing of the child in the Health Center.

2. Support for childbirth

① Baby Gifts (Shussan Iwai Kin)

It is given for the newly born baby and will be hand over to the person who gave birth or to its spouse.

Object	For the foreign nationals, are those who live in the city of more than 6 months, a permanent resident or a special permanent resident
Amount to be received	1 st child 5,000 yen, 2 nd child 10,000 yen, 3 rd child and so on 20,000 yen.
The Conditions	<ul style="list-style-type: none"> • Apply within 90 days after giving birth. • The person who gave birth and the spouse have no delinquency in tax payment.
Place to apply	Child division of the City Hall (Kodomo ka)

② Child birth Lump-sum Payment Allowance (Syussan Ikuji Itiji Kin)

It is a system that gives part of expenses for childbirth.

Object	Persons ensured in National Health or Health Insurance.
Amount to be received	420,000 yen or 404,000 yen (if you give birth in other country)
Place to apply	To the hospital where you gave birth, (if you use direct payment system) To the City Hall- Municipal Health Insurance Section (if you do not use direct payment system)

③ Child birth Allowance (Syussan Teate Kin)

It is a system that you can receive allowance during childcare leave.

Object	Person ensured in Health Insurance. (Excluding dependent)
Amount to be received	Because the calculation is based on salary amount, it is not uniform. In addition, by principle, the period of receiving the allowance is 98 days.
Place to apply	Company working at (This system does not apply to National Health Insurance members)

3. Allowance for childcare support

① Child Allowance (Jido Teate)

It is given to those who are raising children before secondary school ends.

Object	Child living with parents in Japan with the age up to 15 years old. (Turned 15 years old until March 31)
Amount to be received (Monthly)	3 years old and below: 15,000 yen More than 3 years old until primary school has ended: 10,000 yen (from 3rd son 15,000 yen) From Junior high school, up to 15 years: 10,000 yen ※ If any income of the parents exceeds the limit, they will be treated as restricted household and will receive 5,000 yen per person.
Payment time	3 times a year (June, October, February)
Necessary documents in the time of application	Passport, residence card and My Number of all household members Submit the current status every June of each year.
Place to apply	Child division of the City Hall (Kodomo ka)

② Allowance for child support (Jido Fuyo Teate)

This is given to a single parent.

Object	Father, mother or guardian who has custody of the children until 18 years old (until 31st March after the birthday of 18 years old) in a single parent household. (In the case of disabled child it is until below 20 years old.)		
Amount to be received	1 child	2 children	3 children or more
	Can receive 42,500 yen Can partially receive 42,490 to 10,030 yen	10,040 yen or more 10,030 to 5,020 yen	6,020 yen or more 6,010 to 3,010 yen
	※The payment period are on April, August and December, but there is a possibility that it may change in the future. If became a single parent from divorce, the certificate of divorce or birth certificate from own country wherein the history of divorce is stated, and the birth certificate of the children are necessary. (Japanese translation is required in both cases.).		
Place to apply	Child Division of the City Hall (Kodomo ka)		





4. Medical system

① Medical welfare expenses payment system (Marufuku)

It is the system that subsidizes part of the burden of medical expenses in the following cases. It is only for insurance on medical treatment. There are cases where it cannot be used due to income restrictions.

Pregnant woman	This can be used for medical expenses in obstetrician or gynecologist one month after child birth, and once you receive the mother and child record book.
Child	Medical expenses for children from birth to senior high school equivalent (until the 31st of March after the 18th birthday) Medical expenses (for confinement only of junior high school students and senior high school students)
Single-parent family	Medical expenses for those who do not have a spouse and who are raising children under the age of 18 and their children
Those disabled persons	Medical expenses for persons with Physically Disabled Personal Handbook grade 1 or 2 and those with an IQ of 35 or less
Place to apply	Health Insurance Division of the City Hall (Kenko hoken ka)

② Medical expenses payment system (Sukusuku Iryohi Seido)

This is a support medical system for student from grade 1 Junior high school to Senior high school (until 18 years old until March 31), because they are no longer covered by the Medical Welfare Expense System (Marufuku) which is for 0~12 years old children. (This covers Insurance of medical treatment only.)



5. System related to disability

① Special child support allowance (Tokubetsu Jido Fuyo Teate)

This can be received by the guardian or taking child care to a mentally or physically disabled child who is less than 20 years old.

Object and amount to be received (Monthly amount)	Applicable child for grade 1 level 【Payment amount 1 person: 51,700 yen】
	Applicable child for grade 2 level 【Payment amount 1 person: 34,340 yen】
Place to apply	Social Welfare Division of the City Hall (Shakai fukushi ka)

② If you want to receive services for children and adults with disabilities in the body, intellectual, and mental

- ① Consult the social welfare division of the City Hall (shakai fukushi ka)
- ② After receiving the diagnosis about the disability, depending on the type and level of disability, you may receive a "Welfare Service Certificate" (jukyushashou),
- ③ With this "Welfare Service Certificate", the child may receive consultation like health care and child care day service after school, and for adults, you may receive services like employment support, living support, admission support and etc.

6. Welfare for the elderly

○Nursing-care Insurance (Kaigo Hoken)

Nursing-care insurance is a system that can receive nursing care services by reducing the economic burden when care is necessary for people older than 65 years (depending on illness and from 40 years old and above and even under the age of 65).

For those over the age of 65 (combined with medical insurance for those over 40 years old and under 65 years old), it is necessary to individually pay nursing care premiums. There is a care plan that is being made that is applicable to each person and care services like day service, home help, bed lending, house renovation, diaper allowance, utilization of facilities and others, and the self-pay for availing this is from 10% to 30%.

Those who can avail of this nursing-care are those who paid the nursing care insurance premiums (insured in Health insurance from the age of 40 years old until 65 years old). And for those who did not paid the nursing-care premiums, in case they want to avail the service, it is self-pay and very expensive.



7. Support in case you have difficulty your living.

If there are costs that cannot be paid such as for medical expenses, rent, debts and if daily living becomes difficult, this can respond to your consultation.

The counter is in the Social Welfare Division of the City Hall (Shakai Fukushi Ka)



8. Others

① In case of suffering to damage of DV (Domestic Violence)

You should not suffer alone, it is important to seek advice. You can consult with the city hall (Citizen Cooperation Division) (Shimin Kyoudou-ka) and to the police.

The telephone for consultation with the DV specialist is ☎ 0570-05-5210

② When you notice a case of child abuse.

Considered in the child abuse are physical abuse like beating and bullying, mental abuse like embarrassment, not giving of food or neglect and the sexual abuse. To prevent child abuse, if you notice someone around has been abused, notify city hall's Child consultation Center(Jido sodan jo). The nationwide common report destination telephone number is ☎ 189.

**If you will not pay city tax,
you may not avail Welfare Services.**

Tax

1. Japan Tax System

The Japan taxation system is divided first into National Tax that is to be paid to the country and Local Tax that is to be paid to prefectures and municipalities, the place of payment differs. Also, there are taxpayers paying direct money for the tax, this tax is included in the price of purchased goods and it represents tax called "Consumption Tax". These are summarized as follows:

		Self-paid Taxes (Direct Tax: Tyokusetsu zei)	Tax included in the goods (Indirect Tax: Kansetsu zei)
P A Y E E	National tax (Tax office)	<ul style="list-style-type: none"> ▪ Income tax (when you receive a salary) Usually drawn from salary ▪ Corporate tax (paid by company manager) ▪ Inheritance tax (when you receive inheritance) ▪ Gift tax (when you receive money) 	<ul style="list-style-type: none"> ▪ Consumption tax (when you buy goods) ▪ Tobacco tax (when you buy cigarette) ▪ Liquor tax
	Local tax (Prefectural tax office)	<ul style="list-style-type: none"> ▪ Automobile tax (vehicle with 660 cc or more) ▪ Real Estate Acquisition Tax (when you buy house or land) ▪ Prefectural Tax (Inhabitant Tax) 	<ul style="list-style-type: none"> ▪ Local Consumption Tax ▪ Prefectural and City Tobacco Tax
	Local tax (City Hall)	<ul style="list-style-type: none"> ▪ Municipal tax (Inhabitant tax) Drawn from salary, or by yourself ▪ National Health Insurance Tax ▪ Light motor vehicle tax (motorcycle, minicar) ▪ Property tax (house and land tax) 	

2. How to pay taxes

Other than the system of paying directly through the city hall counter or through banking facilities with the payment form sent to you, the city tax payment can also be made through the following:

(1) Convenience store payment

Take the paper (payment form) to pay the tax. Payable taxes include national health insurance tax, city and prefectural tax (ordinary collection), light motor vehicle tax, property tax and etc. If the due date expires or the payment amount exceeds 300,000 yen, payment through convenience stores cannot be made.

(2) Account transfer

It will be debited from the bank or post office account at each payment deadline.
Apply personally in your account for it in the post office or bank.

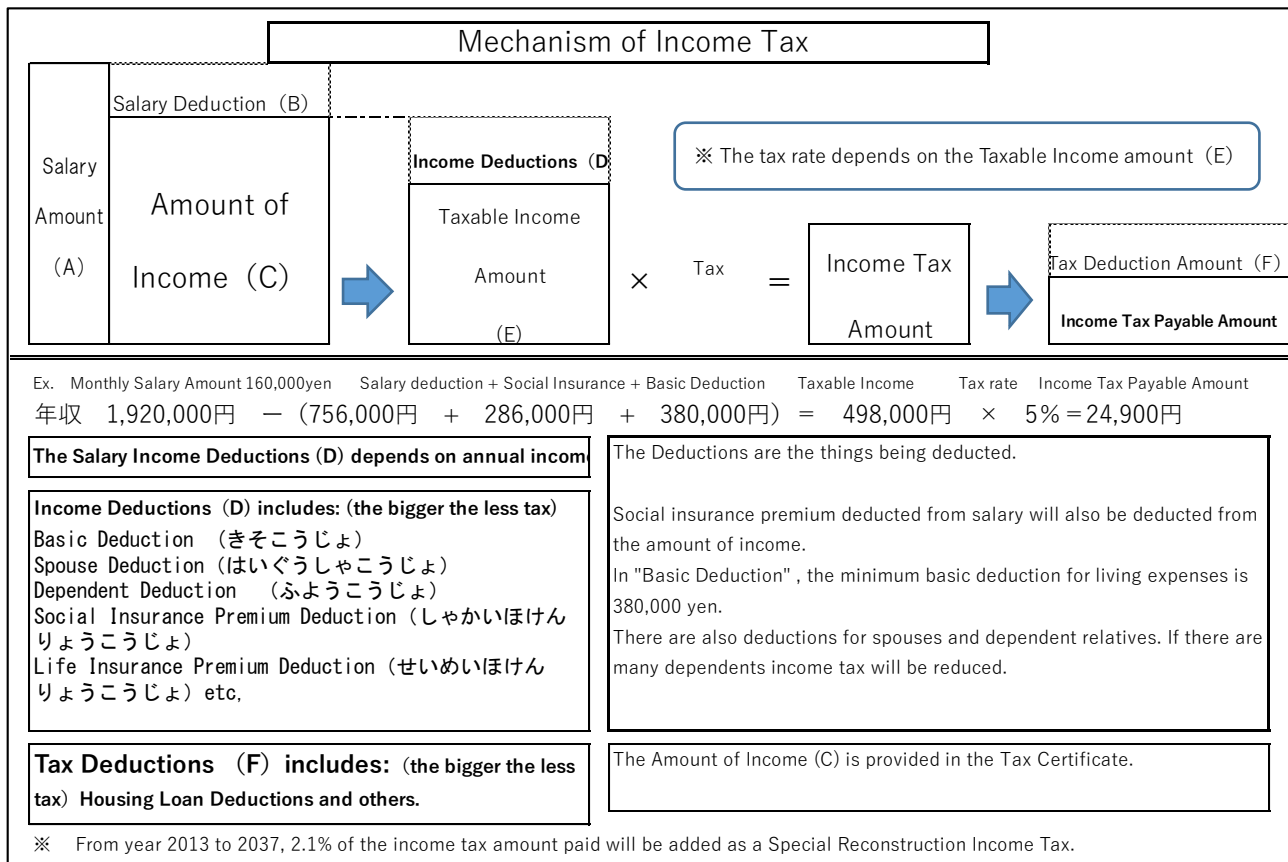
(3) Credit card payment

You can pay tax through credit card using "Yahoo ! Public Payment".

3. Main tax system

(1) Income tax

Tax on individual income such as salary of the company.



The Year-end adjustment (Nenmatsu Chosei)

When you receive a company salary, the withholding tax corresponding to wages (income) is deducted in the salary, and the company pays the income tax to the country. However, the original income tax is calculated by multiplying the income minus expenses by the tax rate. In Japan, the company often makes this calculation on behalf of employees and it is called year-end adjustment. And for this, the company collects the information of "life insurance certificate" and "family dependents" from employees at the end of the year.

Through year-end adjustment described above, the expenses like the various deductions and the "income tax that should be paid" are being calculated.

If the "amount withheld from salary" is greater than "income tax that should be paid", in principle, that amount will be returned to you. In case where it was not withheld, you will pay income tax later.

The Tax Return (Kakutei shinkokou)

In the case the Year-end adjustment is not done in the company, in the case of self-employed, in the case you are receiving salary from two or more companies and in case you purchase house, you need to file the tax return by yourself. If you do not know how to declare tax, consult with the tax office or the Tax Department of the city. (The period of filing Tax return is from February 16 to March 15).



(2) National Health Insurance Tax (Kokumin Kenkou Hoken Zei)

Those who have a resident card in the City will join the National Health Insurance of the City Hall (person eligible for health insurance in the workplace such as social insurance will be excluded). National Health Insurance Tax according to income of the previous year Taxed on a per household basis. Payment month: July · August · September · October · November · December · January · February · March

(3) City and Prefectural Tax (Residence Tax) (Jumin Zei)

It is a tax payable to municipalities that have resident registration as of January 1st. It is taxed according to income of the previous year. There is a method that the company draws from the salary (special collection), but otherwise it will be paid at the post office, bank, convenience store, credit card or in the city hall according to the payment letter that arrives at home. Payment month : June · August · October · January.

(4) Light Motor Vehicle Tax (Kei Jidosha Zei)

It is being paid every April 1 of each year by the person who owns motorcycles and mini vehicles. Owners of vehicles exceeding 660 cc will pay automobile taxes to the Prefectural Tax Office. In case you give or receive a car or motorcycle, if you will not do the procedure to change the name of ownership, the tax will be levied to the owner whom it was named. Procedures are also required when scrapping cars. Payment month: May

(5) Property Tax (Kotei shisan Zei)

Every January 1st of every year, person who owns land, houses and etc., pays tax in the city. Payment month : April · July · December · February



4. Tax Calendar

Month	Types of Tax (Tax being paid to the City)			
	City Prefectural Tax	Property tax	Light Motor Vehicle Tax	National Health Insurance Tax
April		1 st of payment		
May			One-time payment (Full)	
June	1 st of payment			
July		2 nd payment		1 st payment
August	2 nd payment			2 nd payment
September				3 rd payment
October	3 rd payment			4 th payment
November				5 th payment
December		3 rd payment		6 th payment
January	4 th payment			7 th payment
February		4 th payment		8 th payment
March				9 th payment

5. Important Points about tax

(1) Resigns in a company

If there is remaining unpaid residence tax from the previous year, it can be deducted from the last salary to the company or you may pay in the city hall by yourself.

(2) When returning home to own country

There are cases that City and Prefectural Taxes (Residence tax) and National Health Insurance Tax left unpaid, so please pay in full.

(3) What happens if tax is not paid?

If you were not able to pay taxes until due date it is called Payment Delinquency. And if there is Payment Delinquency, dunning letters or demand for payment will be sent to you continuously. If there is overdue, you will be charged with penalty according to the number of days. If the Payment Delinquency continues, payment of tax may be deducted from deposits or salaries and the properties like car may be forfeited. So before it happens, consult in the city hall.

(4) When you want to send remittances to relatives in overseas and to other dependents subject for deduction

In order to reduce the tax, submit a dependent or relatives to the "Salary Income Dependent Deductions Declaration" distributed from the company every year. The needed requirements of dependent relatives should be submitted until 31 December of the year.

1) Relatives of the person receiving the salary (※1)

2) Living with a person receiving the salary (※2)

3) Annual income of relatives is 380,000 yen or less (※3) (annual salary income is 1,030,000 yen)

※1 Relatives include spouse, children, grandchildren, parents, grandparents, siblings, spouse's parents, grandparents and siblings. Dependent relatives under the age of 16 below, income taxes are not subject to dependent deductions, but the citizens tax and prefectural taxes may be related to the tax amount.

※2 Even if you are not living with your relatives living in abroad (including those studying abroad), you can meet the requirements as long as you can prove through documents that you are remitting for their living expenses. To remit the living expenses to relatives overseas and to make them dependent for deduction, the relatives in overseas need to prepare the following documents:

"Relationship document" : Original document issued by your own country to prove the relationship

"Remittance-related documents" : Foreign remittance statements issued by the financial institutions.

When sending money to several relatives living overseas, it is necessary to remit separately.

※3 The income of relatives living overseas is not included in 380,000 yen.

6. Contact ※if through phone call, tell the contents of the consultation first.

Consultation Content	Place of Consultation	Telephone Number
About City Tax	City Hall-Tax Division (Syuzei ka)	
About payment of City Tax	City Hall-Tax Division (Zeimu ka)	
Prefectural Tax	Prefectural Tax Office	
National Tax	National Tax Office	



Disaster prevention

Disaster prevention is preparing yourself to know how to act in the event of a disaster. Japan is a country in which many earthquakes occur. It is being said that in the near future there will be a strong earthquake that will occur in the surroundings of Tokyo. Moreover, a typhoon that brings strong wind and heavy rain comes to Japan's archipelago. When typhoon strikes directly, heavy rains can cause rivers to overflow.

In 2015, the Kinugawa River's dike collapsed and caused a flood disaster. On the other hand, fires or nuclear disasters can happen, that is why it is very important to know what to do in those cases.

1. Countermeasures for Earthquake

The seismic intensity is the impact of ground movement.

Mild Intensity 5 Plates or books from the shelves can drop

Strong Intensity 5 Furnitures or fences can fall

Mild Intensity 6 Light wooden houses can be tilted

Strong Intensity 6 Light wooden houses can be destroyed

Intensity Scale 7 Light constructions can be destroyed



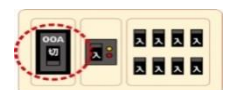
- When an earthquake of more than Intensity 5 occurs, there is a possibility that houses will be destroyed or light and water supply will be cut off.
- Due to the "liquefaction" of the ground, houses can be tilted.
- When there are disasters, trains or highways cannot be used and Will cause traffic congestion.
- Most stores will be closed and there will be scarcity of gas and fuel.
- When there is a strong earthquake, many aftershocks follow, there are also po that a few days later another strong earthquake will occurs.



(1) What to do in case of earthquake

① When you are at home...

- As soon as you feel the shaking, take refuge under a durable table or something similar and protect your head.
- Open the front door, prepare to escape.
- Hurriedly running away is dangerous, broken glasses could fall.
- Inside the house broken glasses may scatter that is why you must wear shoes or sandals.
- Turn off the fire from gas appliances and stoves.
If you cannot, call 119.
- When you evacuate, you must disconnect the main gas valve and the electrical breaker before leaving.
- When you leave, post a piece of paper on the door with a message "The family are safe and we evacuated in _____".



② When you are outside

- Protect your head from loose tiles or glass that may fall.
- Stay away from walls or vending machines because they may fall and protect your head.
- Take refuge in wide places like schools and parks.

③ If you are in an elevator

To avoid getting trapped, press the buttons of all floors and get off as fast as you can.

④ Beware of Tsunamis

When an earthquake occurs near the sea or river, there is a possibility of a tsunami, you must move away immediately and look for a high place.

⑤ Beware of landslides

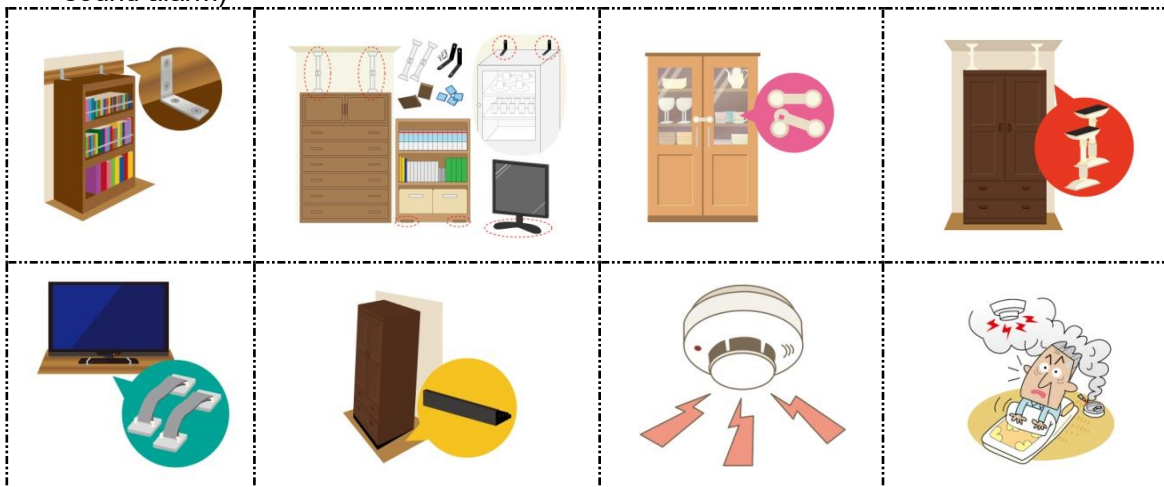
When a strong earthquake occurs in the mountains, there is a possibility that landslides will block roads

⑥ When you are driving.

Turn on hazard lights and park on the left side of the road. Gather information through the radio or cell phone. When you leave from your vehicle, leave the key in your vehicle and carry with you the vehicle registration. Leave a note with your phone number and do not leave the key locked.

(2) Preparation for earthquake

- Fix the furniture at home.
- One of the most causes of death in an earthquake is to be crushed by furniture at home. (tsunami is not included)
- As much as possible, do not put large furniture in the bedrooms.
- Place fire detectors on the ceilings of bedrooms, kitchen and stairways (fire detector with sound alarm)



2. Countermeasures for Typhoon and Flood

As the typhoon approaches, wind and rain will be strong. In advance, secure things outside the house to prevent from being blown away by the wind and close the shutter. Prepare for the power and water supply outage, fill up the bathtub with water so that it can be used in flushing the toilet.

As the heavy rain continues, the water in the river will overflow and there is a possibility that the river will flood.

In preparation for flood into your home, move important items such as documents and computers from first floor to the second floor or to a higher place or bring it with you. Also if possible, move your car or motorcycle to a high place.

In 2015 flood calamity occurred in Joso City, many people before evacuation, were being surrounded by water and were being rescued through helicopters and boats.

In flood calamity, deep water flooding can result in drowning and death. In order to protect lives, it is very important to think about when and where to evacuate, prepare things to bring in case of evacuation, and evacuate early.



3. Preparation for Disaster

(1) Keep information available in the event of a disaster

If you install in your cellphone the Disaster Prevention Application of the City, at the time of disaster you can listen to the information in the radio in multiple languages.

The information alarm has 2 levels.

Prepare for evacuation · Evacuation of elderly starts · · ·

Prepare to evacuate immediately.

Elderly and those people that will take time to move,

Evacuate immediately.

Evacuation direction (emergency) · · Emergency evacuation starts



You can check through the city's flood hazard map to know the risk of flood in your home. In SNS, there may be wrong and outdated information, so get latest information from the municipality or from the consulate and act.

(2) Preparation at home

Have a ready drinks and food good for 3 days and things for disaster prevention at your home. (flashlight, cell phone charger, radio, cassette stove, can opener, lighter, rain gear, gloves, face mask, whistle, towel, spare clothes, plastic bag, medicines and etc.). Have discussion with the family about the communication, meeting place and others if in case of time of disaster.

(3) Build a relationship to help each other in the event of a disaster

Let be familiar with neighbors regularly, if you have something you do not understand or you have trouble, you can ask neighbors for help.

It is also important to participate in the community's disaster prevention drills and in the "handover" drill in your child's school.

(4) Confirmation of the Evacuation Sites

When there is an earthquake or flood, a large number of homes are damaged, electricity and water are cut off, in those cases where they cannot stay in their home, the place where they will take refuge is called an Evacuation Site. Anyone who cannot live at home due to a disaster can go. Aside from getting information from here, you can also receive food and other support. Since schools are designated as evacuation sites, check in advance the place of evacuation in your area.

(5) Subscription to insurance

People who own houses and cars should check various damage insurance which repair expenses will be covered when they suffer damage due to earthquake, flood damage, fire and etc. and subscribe to the necessary insurance. (In 2015 flood disaster, many cars submerged in the flood and became scrapped cars, but those who subscribed in the car insurance received money from the insurance companies.)

4. What to do in case of fire

“Fire!” shout loudly, tell to neighbors to inform the fire department (telephone no: 119)

Make sure where the fire is, if the flame is small, extinguish it with a fire extinguisher. When the flame is bigger than you, stop extinguishing and evacuate. To avoid inhaling smoke, cover your mouth with a wet towel and while in bending position, evacuate.



Talking on the phone with the Fire Department

[Fireman]		[You]
“Fire Department. Is it a fire? Is it an emergency?”	→	Say” There is fire! Come please”
“Where is your address?”	→	Tell your address and the near building.
“What is burning?”	→	Tell the place where and what is burning.
“Is there someone hurt?”	→	Tell the situation if there is injured person


5. What to do in case of nuclear disaster

There are nuclear power plants and related facilities in Ibaraki Prefecture. When nuclear disaster occurs, it is important to prevent exposure to radioactive materials. Confirm the disaster information and when you receive the instruction of "indoor escape", enter the house, close the window, turn off the air conditioner, ventilator and etc... People who came from outside must change their clothes and wash their face and hands. (the clothes that have been changed must be put in a plastic bag).

When "Evacuation Instruction" is issued, please check the target area, starting time of evacuation and the evacuation destination, and act calmly.

6. Contacts ※if through phone call, tell the contents of the consultation first.

Consultation Content	Place of Consultation	Telephone number
About disaster prevention	City Hall - Disaster Crisis Management Division (Bousai Kiki Kanri ka)	



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