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# 【Safety confirmation service】

## ①Registration of User information **Required**

Data registered within UTAS is used as user information for the safety confirmation service, so please keep the information updated at all times. (Some departments use their own data.)

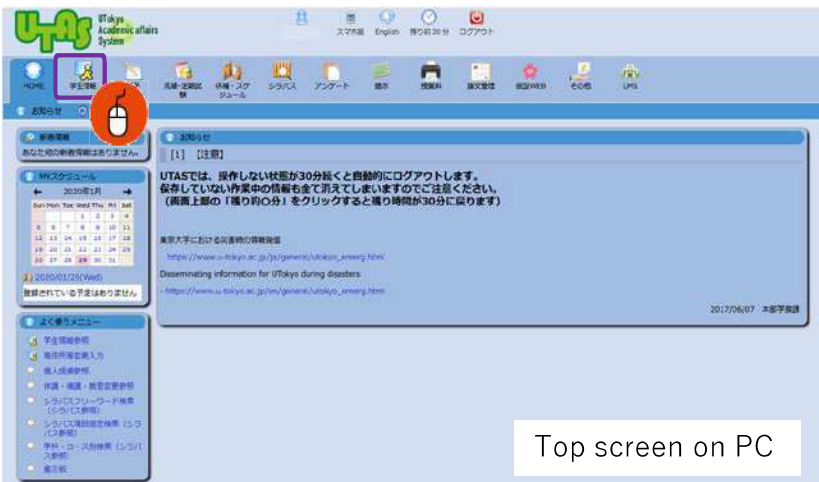
### 1. Access UTAS.



① Access UTAS (<https://utas.adm.u-tokyo.ac.jp/campusweb/>)

② Click "Login" and enter your UTokyo Account ID and password to log in.

### 2. Move to the information editing screen.



Click "Student Information" → "Change Current Address" to go to the personal information edit screen.



### 3. Register the information.

The screenshot shows the 'U-Tokyo Academic Affairs System' interface. The main content area is titled '現住所等変更入力' (Current Information Input). It contains a form with the following fields:

項目名	変更	内容
学籍番号	<input type="checkbox"/>	
氏名	<input type="checkbox"/>	
英字氏名	<input type="checkbox"/>	
クラス	<input type="checkbox"/>	
学年	<input type="checkbox"/>	
語学符号	<input type="checkbox"/>	
郵便番号	<input type="checkbox"/>	郵便番号検索
都道府県	<input type="checkbox"/>	
住所	<input type="checkbox"/>	
電話番号	<input type="checkbox"/>	
携帯電話番号	<input type="checkbox"/>	
E-MAIL 1	<input type="checkbox"/>	
E-MAIL 2	<input type="checkbox"/>	
氏名	<input type="checkbox"/>	
カナ	<input type="checkbox"/>	
続柄	<input type="checkbox"/>	
職歴	<input type="checkbox"/>	
郵便番号	<input type="checkbox"/>	
都道府県	<input type="checkbox"/>	
住所	<input type="checkbox"/>	
電話番号	<input type="checkbox"/>	

Buttons at the bottom: 確認 (Confirm), クリア (Clear).

Enter your personal e-mail address used on devices such as mobile phones (including Gmail other than carrier mail) in **E-MAIL 1**.

①

Enter the e-mail address used at the university in **E-MAIL 2**.

Personal information is used only for specific purposes and will not be otherwise disclosed.



If an email address is registered to either A or B, it will be registered for the safety confirmation service, but please register both email addresses if possible.



Make sure that A and B email addresses are not duplicated. Otherwise an error will occur when registering to the safety confirmation service.



Messages from the safety confirmation service will be sent to both A and B.

②

If your address changes, please update the latest information immediately.

③

After entering the necessary information, press “Confirm” to complete the registration.

# 【 Safety confirmation service 】

## ③ Receiving and answering safety confirmation mails **Required**

When an earthquake with a seismic intensity of 5 or lower occurs or a large tsunami warning is issued in the commuting destination and the region where you live, an email will be sent from the safety confirmation service <ut-safety@ems8.e-ansin.com> There are three response methods to the safety confirmation email: email response, web response, and app response.

### < Request to cancel the mobile phone's call-blocking >

If you do not disable the call-blocking function of your mobile phone for emails from the following domain, you will not be able to receive the safety confirmation emails in the event of a disaster. [e-ansin.com] Please perform the necessary procedures to ensure receipt of the email.

You can check the detailed domain-specific reception settings for each carrier in the “Unauthorized settings check for mobile device spam” file through the following link.

■東大ポータル>便利帳>環境安全本部>環境安全本部一覧>安否確認サービス  
<https://www.ut-portal.u-tokyo.ac.jp/wiki/index.php/安否確認サービス>

## 1. The following e-mail (example) will be sent to your e-mail address (refer to \* on page 3).

Subject: [h0909048-1] 【UTokyo/東京大学】安否状況確認について/Safety Confirmation

環境安全担当理事

居住地もしくは通勤通学先の都道府県で震度5以上の地震もしくは大津波が発生しました。  
ご自身の安全を確保の上、安否確認サービスに安否状況を登録してください。

To Employees and students of UTokyo

From:Executive Vice President for Environment and Safety

A major earthquake or large tsunami has occurred in the area where you live or your place of work/study. Once you have ensured your safety, please indicate your safety situation by replying to our safety confirmation service.

安否/Condition?

1: 無事/Safe

2: 負傷/Injured

避難場所/Evacuated?

3: 自宅/Home

4: 本郷/Hongo Campus

5: 駒1 /Komaba 1 Campus

6: 駒2 /Komaba 2 Campus

7: 柏/Kashiwa Campus

8: 白金台/Shirokanedai Campus

9: その他/The Other安否/Condition?

このメールの返信により回答できますが、該当する番号のみ記載ください。例.13

または下記URL（PCの方はスマホ用URL）・アプリから回答してください。

Please reply using the applicable numbers only. Example "13" or answer using the following link (for PC and smartphones) or the App.

-----

本メールは東京大学環境安全本部よりお送りしております。

お問い合わせは所属部局のご担当へお願いします。

This email is sent by the Division for Environment, Health and Safety, The University of Tokyo.

For any inquiries about this email, please contact your department.

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WEB回答URL(ケータイ用とスマホ用があります)

(ケータイの方はこちら)

<https://ems8.e-ansin.com/tky11/ut-safety/mobile/MobileWebAnswer.do+key>=.....

(スマホの方はこちら)

<https://ems8.e-ansin.com/tky11/ut-safety/smart/SmartWebAnswer.do+key>=.....

Web response link  
(Mobiles) (Smartphones)

## 2. How to answer \*You can reply using any of the following methods.

### ■Reply with the number corresponding to the received mail

※Answers sent from a forwarded email address will be invalid.

### ■Click the web response link in the email and reply from the website

### ■Reply using the safety confirmation service app

※See the following pages for web responses and app responses.

**You can answer as many times as you like.  
(Response will be updated to your latest answer)**

#### List of choices

安否/Condition?

- 1: 無事/Safe
- 2: 負傷/Injured



避難場所/Evacuated?

- 3: 自宅/Home
- 4: 本郷/Hongo Campus
- 5: 駒 I /Komaba I Campus
- 6: 駒 II /Komaba II Campus
- 7: 柏/Kashiwa Campus
- 8: 白金台/Shirokanedai Campus
- 9: その他/The Other

Once you have replied, an email confirming it has been received will be sent to you. Once you have answered, you can check your answer status by accessing the web answering link.

Answer  
example : 13

(image)

[宛先]〇〇〇@□□□.jp  
[題名]Re:[e1217094]安否確認

[本文]

13

>こちらは、〇〇大学です。  
>△△地方にて災害が発生いたしました。  
>安否状況を回答してください。  
>

>安否/Condition?  
>1: 無事/safe  
>2: 負傷/Injured  
>避難場所/Evacuated?  
>3: 自宅/home



# 【 Safety confirmation service 】

## – Reference – Answering using the app

You can also reply to the safety confirmation email from the app.

If you want to use the app, please register as follows.

(This cannot be used on multiple devices )

### 1. Perform the password initialization procedure.

If you do not have an email address registered in the HR information system The following operations cannot be performed as the address is not registered with the safety confirmation service.

You can register information in the personnel information system and perform the operation once the information has been updated by headquarters.

Also, for those who have newly entered their email address in the personnel information system, the email will not be sent to the new address until after the system has been updated by headquarters.

The Common IDs are used as the IDs for members of departments using the system. When logging on to the service for the first time, access through the following link. (There are some examples of external stations.)

\* Common ID: The last 10 digits of the 18 digit number on the lower right of the student / staff ID card

- Safety confirmation service login URL (PC)

<https://ems8.e-ansin.com/tky11/ut-safety/>

( Smartphone / Mobile )

<https://ems8.e-ansin.com/tky11/ut-safety/smart/>



URL for smartphone

- 1 Click “ユーザ情報登録・修正”.



- 2 Click “パスワードをお忘れの方はこちら”.



- 3 Enter your Common ID in the ID field and press [送信].

- 4 You will receive an “【緊急連絡/安否確認サービス】パスワード変更手続きのご案内” e-mail at the e-mail address registered on the HR Information System (marked \* on page 3). (Please perform the operation using one of the email addresses. You do not have to do the same for all email addresses.)

**【緊急連絡/安否確認サービス】**  
パスワード変更手続きのご案内

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[本文]  
緊急連絡/安否確認サービスのパスワード変更を希望されているお客様へ、ご本人確認のため自動的にお送りしています。  
以下のURLへアクセスし、パスワード変更手続きへお進みください。  
(ケータイの方はこちら)  
<https://XXXXXXXXXXXX>  
(スマホの方はこちら)  
<https://XXXXXXXXXXXX>

The password initialization link is valid only for 30 minutes.

Access the initialization link from the received mail.

- 5 For mobile phones, go to the link for “ケータイの方はこちら”. For PCs or smartphones, go to the link for “スマホの方はこちら”.

The password can be up to 16 characters. Only alphanumeric characters and symbols to be used.

Type in a new password of your choice in the password change screen and once you press the “Update” button will complete the change, and a confirmation email confirming that the password has been changed will be sent to your email address (marked \* on page 3).

- 6



## 2. Download the app.



- 1 iOS Download the “安否確認アプリ (FujitsuLimited)” from the App Store.  
※You can also download it from the link below.



<https://itunes.apple.com/jp/app/an-fou-que-renapuri/id949342058?mt=8&ign-mpt=uo%3D4>

- Android Download the “安否確認アプリ（富士通株式会社）” from GooglePlay etc.  
※You can also download it from the link below.



<https://play.google.com/store/apps/details?id=safety.anpi.android>

- 2 Enter the required information on the initial setting screen that appears when you first open the app.
- Site identification information  
Enter the following link directly or use the QR code.

ems8/tky11/ut-safety

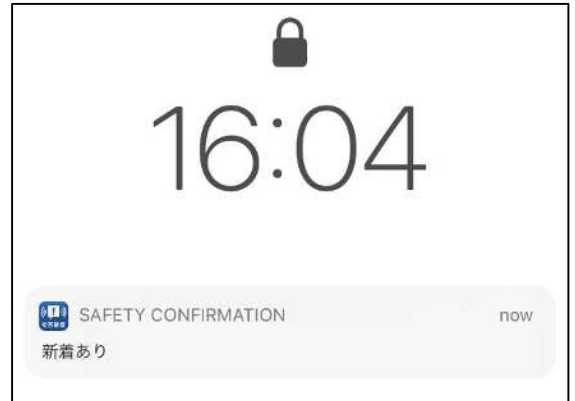


- ID  
Enter your Common ID number.
- Password  
Enter the password set on pages 7 and 8.

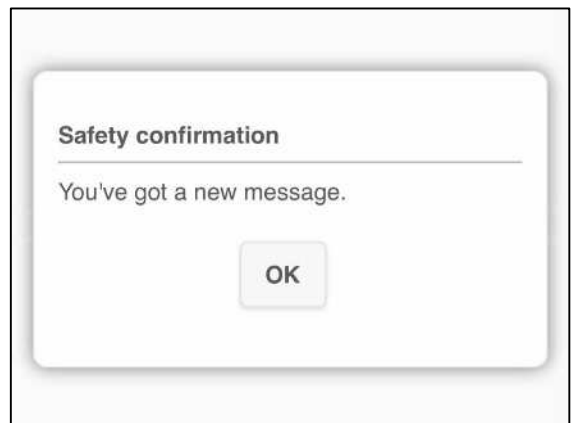
- 3 Check “Send” for the location information when answering and press “Set”.  
The settings are now complete.

## < Reference > App notification and answering method

- 1 You will receive a push notification like the example on the right when a message is sent. (Please set your smartphone to allow push notifications in advance)



- 2 When you open the app, a screen like the one on the right will appear. Click "OK".



- 3 The mail text and answer items will be displayed. Check the corresponding item and press "Reply". When the confirmation screen is displayed, click "Yes". The answering is now complete. (You can check your response status from the "Reply History")

Answer screen (image)

A screenshot of a reply form. It has radio buttons for location selection: '駒2 /Komaba 2 Campus', '柏/Kashiwa Campus', '白金台/Shirokanedai Campus', and 'その他/The Other'. Below is a 'Message' input field, a 'Location information' section with a checked 'Send' option, and a 'Reply' button. A callout box points to the 'Message' field with the text 'You can also enter a message as an option.'.