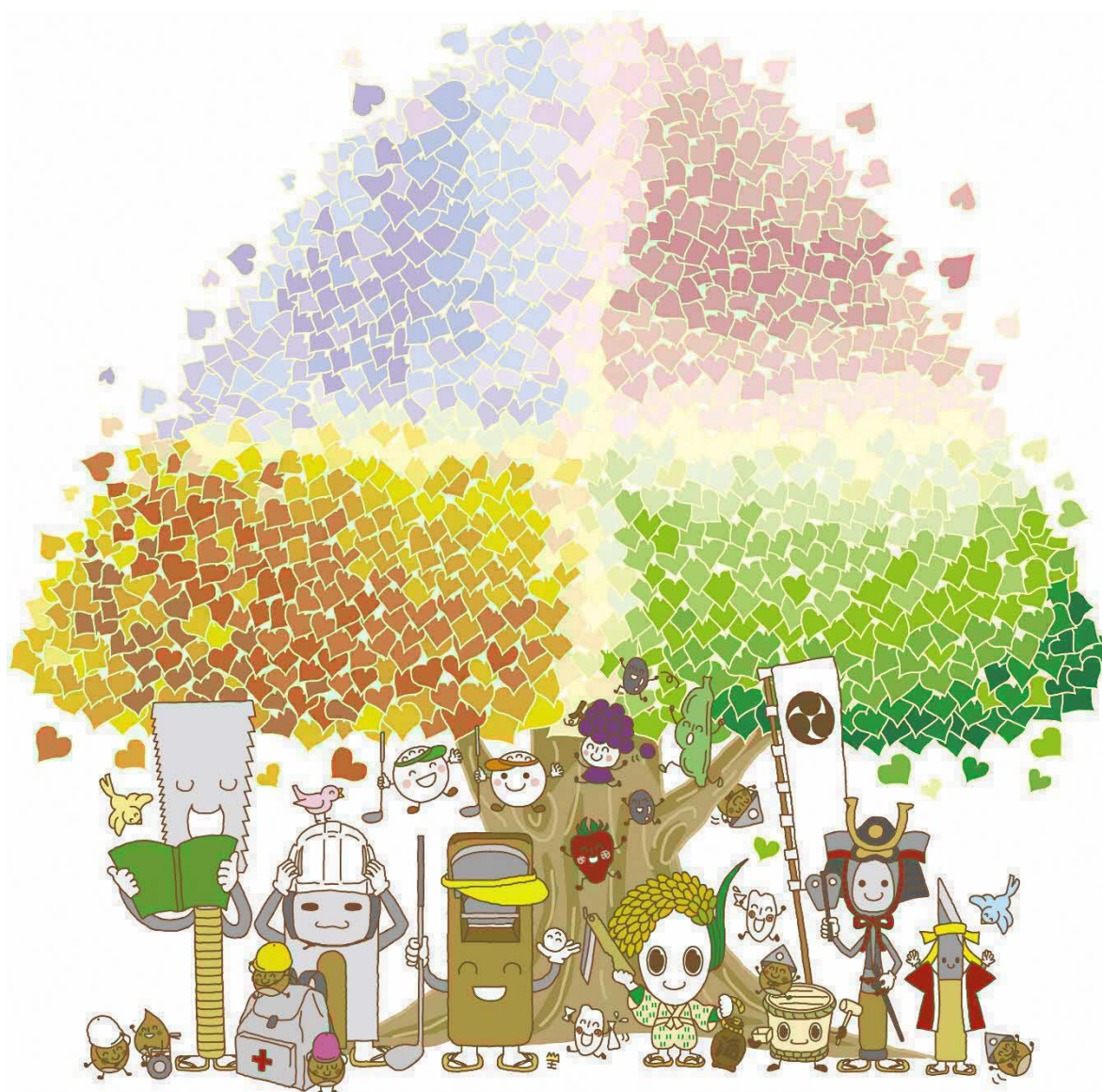


English Version(英語版)

Miki Lifestyle Guidebook




Miki City


Welcome to Miki City!

To live in Japan among Japanese people with a peace of mind, it is important for foreign residents to familiarize themselves with Japanese customs and rules. This “Miki Lifestyle Guidebook” was made for you all who, after having received your residence card, are starting a new life here in Miki City.

In this guidebook, we have compiled information on Japanese rules, customs, and other information related to daily life in hope that you all can live worry-free here in Miki. Please use this book if you come across anything you struggle with or don't understand. Names of institutions, organisations, documents, as well as terms we would like you to know will be included as-is. Other items will be written in “Plain Japanese.”

We hope that this guidebook will be of great help to your life here in Miki City.

Names of institutions, organizations, and documents will be  like so.

 are terms that we would like you to remember.



This guidebook was created using Immigration Services Agency of Japan's “Guidebook on Living and Working (Plain Japanese ver.)” as a reference. Information in the guidebook (including URLs and QR codes) is current as of late-March 2026.

This “Miki Lifestyle Guide” was made with the cooperation of volunteers from the Miki International Association (MIA).

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Chapter 1 -When in need, ask for help! – Foreign Resident Consultation Desk

1 Foreign Resident Consultation Desk

In Japan, people often visit the city hall for various procedures. Anytime there is a change in your life — moving, a birth in the family, etc — you inform the city. If you encounter any problems or anything you don't understand, you can consult the consultation desk about anything. We offer consultation services in multiple languages. Services are free (0 yen).



- International Exchange Plaza (Miki City Hall, 4F) 10 – 30 Uenomaru-cho, Miki City
Hours: Monday ~ Friday 9 : 00 ~ 17 : 00
Languages: Plain Japanese, English (Interpretation devices used for other languages.)

Miki City – Citizen Cooperation Division – Officer of Multicultural Symbiosis

☎ 0794-89-2315 FAX 0794-89-2318

<https://www.city.miki.lg.jp/site/forforeigners/>

Email: kyodo@city.miki.lg.jp



Miki International Association ☎ & FAX 0794-89-2318

Email: kokusai@city.miki.hyogo.jp

- Hyogo International Association

Information and Advisory Service Center (Kobe Crystal Tower 6F)

1-1-3 Higashikawasaki-cho, Chuo Ward, Kobe ☎ 078-382-2052



General Consultation: Mon.~Fri. 9:00~17:00 (Excl. public holidays & New Year's)

Legal Consultation: Mon. 13:00~14:00/14:00~15:00

Immigration Consultation: 3rd Thurs. 13:30~14:30/14:30~15:30/15:30~16:30

Consultations are free (0 yen). Please make a reservation.

Languages: Japanese, English, Chinese, Spanish, Portuguese

(General consultations are also available in other languages via phone interpretation.)

- NGO Network for Foreigner's Assistance KOBE ☎ 078-232-1290

1-28-7 Nakayamate-doori, Chuo Ward, Kobe (inside Kobe Central Catholic Church)

General Consultation: Sat.~Sun. 9:00~17:00 (Excl. public holidays & New Year's)

(available in 20 languages)

Chapter 2 - What is International Exchange? Multicultural Symbiosis?

1 Multicultural Symbiosis

Multicultural symbiosis is when people from different racial, ethnic, or national backgrounds recognize each other's cultural differences and live together as members of the same local community, striving to build equitable relationships with one another. It is a way of thinking in which both Japanese people and foreigners recognize one another as members of the community and, by putting their power together, try to improve society at large.

2 Miki International Association's Services

The Miki International Association (MIA) is a place where Japanese people and foreigners can interact with one another. You can also get many handouts and flyers in several languages. Make friends by participating in events like our "GRUTTO World in Miki" (International Festival) and "COOL MIKI – Performance IN Japanese"! Join us at MIA! Membership fees are only 2000 yen a year.

○ Japanese Study

We host free Japanese classrooms (0 yen). Sessions are held once a week.



Mon.	19:00~20:30	Miki City Kyoiku Center
Fri.	19:00~20:30	Jiyugaoka Community Center
Wed.	10:00~11:30	Yokawa Community Center
Thurs.	19:00~20:30	Jiyugaoka Community Center (class-based)

You can also study Japanese at the International Exchange Plaza.

(90-minute sessions, Mon.~Fri. 10:00~17:00)

○ Children's Japanese Classroom (MiKids)

For elementary and junior high school students. Once a week.

Fri. 19:00~20:10 Jiyugaoka Community Center (Materials cost: 2000 yen)

3 Information and Resource Corner

There are many kinds of resources and information available in multiple languages at the International Exchange Plaza, including pamphlets about daily life and governmental processes. There are also flyers that you can take home.

○ Resources include:

"Lifestyle Guidebook," "MAEMUKINI," "Miki City Rubbish Sorting and Collection Day Chart," "Hyogo E-net," and lecture, event, and volunteer information from MIA.

Chapter 3 -City Hall Procedures • The My Number System

1 City Hall Procedures

1-1 Moving Notifications

Foreign nationals who possess a [Residence Card] (mid to long-term residents) must notify the Citizen Services division of the city hall or Yokawa branch office of any change of residence. A [Residence Certificate] will then be issued.

Miki City Hall – Citizen Services Division ☎ 0794-82-2000

Yokawa Branch Office – Civic & Daily Affairs Division ☎ 0794-72-0180



(1) Entering Japan

Persons who enter Japan for a long-term stay must submit a [Notice of Moving In] within 14 days of deciding on a residence. Do so by going to the city hall with your [residence card] and [passport].

For those living with non-Japanese family members, please also bring documents such as a [Marriage Certificate] or [Birth Certificate] that shows family relations.

※ For documents and certificates in other languages, attach a Japanese translation. Also include the name of the person who created the translation.

When you submit your [Notice of Moving In], your new address will be registered to your [Residence Card].

A [Residence Certificate] will also be generated.

It will include your name, date of birth, sex, address, etc.



(2) Moving

- Moving away to a different city or town

Before the move, submit a [Notice of Moving Out] to the city hall. Then, submit a [Notice of Moving In] to the city hall of your new place of residence within 14 days of the move.

- Moving within the same city or town

Submit a [Change of Residence] to the city within 14 days of the move.

(3) Leaving the country (moving out of Japan)

Submit a [Notice of Moving Out] to the city before the move.



1 – 2 Marriage Registration

People marrying in Japan must submit a [Marriage Registration] to the city hall. Foreign nationals must also submit an [Affidavit of Competency to Marry] *[Affidavit of Competency to Marry] is issued by foreign embassies and consulates in Japan.

If you are unable to acquire the affidavit, you must submit a different document that shows you are able to marry. Attach a Japanese translation if the document is in a different language. Include the name of the translator. Translations done by oneself are also accepted.

It is possible that a [Marriage Registration] completed in Japan is not automatically acknowledged by your home country. Ask your embassy or consulate for more details.

1 – 3 Death Notice

When a family member or member of your household passes away, submit a [Death Notice] to the city hall within 7 days. The [Death Notice] is to be submitted to the city hall of the deceased's residence or the city hall of the one submitting the documents.

Bring the deceased's [Death Diagnosis] or [Autopsy Report] and consult with the Citizen Services division or the Civic & Daily Affairs division of the Yokawa office. Return the [Residence Card] of the deceased person to a nearby Regional Immigration Bureau in-person or by mail.

Osaka Regional Immigration Bureau

1-29-53 Nankokita, Suminoe Ward, Osaka, 559-0034

☎ 06-4703-2050

Osaka Regional Immigration Bureau – Kobe Branch Office

29 Kaigandori, Chuo Ward, Kobe, Hyogo 650-0024

☎ 078-391-6377

1 – 4 Seal Registration

[Seal Registration] is the process of bringing your personal seal (*hanko*) to the city hall to be registered. After submitting a [Seal Registration Application], you will receive a [Seal Registration Card]. The seal you register then becomes your [Official Seal (*jitsuin*)].

For important contracts in Japan, such as the purchase or sale of a house, you will be asked your [Official Seal] in place of your signature.

Bring the seal that is to become your [Official Seal], your My Number Card or [Residence Card] to the city hall and inquire with Citizen Services division or the Civic & Daily Affairs division of the Yokawa office.

※ Certain requirements must be met to make a seal an [Official Seal]. Inquire with the Citizen Services division of the city hall when making your [Official Seal].

※ [Seal Registration Certificate]: When you use your [Official Seal] for important contracts, you must also provide a [Seal Registration Certificate] to certify that the seal is truly your [Official Seal].

You can request a [Seal Registration Certificate] from the city hall with your [Seal Registration Card]. You can also use your [My Number Card] to print a copy at a convenience store.

2 My Number System

2 – 1 My Number (Individual Number)

Everyone living in Japan has a unique [My Number (Individual Number)] assigned to them. It is a 12-digit personal identification number different for each person. To those who live in Japan and have submitted a [Notice of Moving In], the city hall will send a [My Number Notice] by mail. There, one's [My Number] will be written.

- A My Number is needed for the following:
 - Making an account with, sending money to, or receiving from abroad via bank or brokerage firm
 - Submitting documents at the city hall pertaining to pension, taxes, and childrearing benefits
 - Starting work at a new company or business



In situations like these, you would show your [My Number Card] when asked for your Individual Number.

2 – 2 [My Number Card]

Your My Number Card has your My Number as well as a convenient IC chip usable in many aspects of life in Japan. You can obtain one by applying at the city hall. After renewing your residence card, you should also renew your My Number Card. If you forget to do so, you cannot use your My Number card after it expires. It costs 1000 yen to create one again.

Miki City Hall – Citizen Services Division ☎ 0794-82-2000

Yokawa Branch Office – Civic & Daily Affairs Division ☎ 0794-72-0180



- You can use your My Number Card in the following ways:
 - To verify your Individual Number when asked for
 - To obtain a [Resident Certificate Copy], a [Seal Registration Certificate], etc. at convenience stores
 - In place of your [Health Insurance Card] at hospitals and other medical institutions

○ How to Obtain a My Number Card

First, obtain an [Application for Issuance of the My Number Card] from Civic Affairs or Civic & Daily Affairs counter of the city hall or print off a copy from the [My Number Card Central site].

You can also apply online via QR code from your phone or computer.

Please note that, after you submit the application, it takes about 1 month until the card is ready for pick-up from the Civic Affairs.

For more information, please check the [My Number Card Central site] below.

<https://www.kojinbango-card.go.jp/en-kofushinse/>



Chapter 4 -Looking for Housing

1 Types of Japanese Housing

[Ownership]

Housing that one has bought and owns. This includes standalone houses and apartment units. When one buys or builds a home, there are many procedures and contracts involved.

[Private Rentals and Leasing]

Housing that one rents from a landlord. After signing a [lease], one lives in the housing paying the agreed upon rent. Check these contracts in their entirety.

[Public Housing]

Housing that one rents from the city or the prefecture. If eligible, even those with low-income can rent at a low cost. For more about eligibility, please inquire for more information at the Building & Housing division of the city hall.

2 Renting

○ Privately Rented Housing

Search for a place by first visiting a real-estate agent.

The [Apartment Search Guidebook] has instructions on what to do when renting, written in several languages.

The [Guide to Looking for a Home] includes useful information related to renting.



○ Public Housing

- For municipal housing (renting from Miki City), please inquire with the Miki Building & Housing division.

Miki City Hall – Building & Housing Division

☎ 0794-82-2000

- For prefectural housing (renting from Hyogo Prefecture), please inquire with the Prefectural Housing District 5 Management Center.

Prefectural Housing District 5 Management Center

☎ 079-256-0701



Apartments



Condominiums



Houses



○ Common Terms related to Housing

Real Estate Agency	A business that introduces its customers to different properties. Consult here when searching for a new home.
Landlord	The one who lends the property. The person you consult for any problems that occur in a rented property.
Rent	The money that the renter pays the landlord every month.
Guarantor	In cases where the renter is unable to pay rent, the guarantor must pay the amount instead.
Security Deposit	An amount paid by the renter when they have decided on their new home. Usually about 1-3 month's rent's worth. The deposit is used by the landlord if the renter is unable to pay rent, or for necessary repairs after the renter moves out.
Key Money	An amount paid by the renter as a 'gift' to the landlord. Usually about 1-2 month's rent's worth.
Brokerage Fee	A fee paid to the agency for finding a suitable property.
Administrative Fees (Shared facility fee)	Fees to cover the maintenance, cleaning, and electricity costs of communal spaces such as hallways and stairways.
Renewal Fee	A fee paid when renewing a lease or rental agreement.

3 Electricity, Gas, and Water

To start or stop your electricity, gas, and water, you must contact each relevant company. Once you have decided on your moving date, call as soon as possible. Be sure to contact and consult with your landlord as well.

※ Utility companies can differ from neighborhood to neighborhood. Ask your landlord for more information.



3 – 1 Electricity

Apply to your electric utility company via internet or phone. On the utility starting date, you will be able to use electricity once the breakers have been turned on.


Kansai Electric Power (*Kansai Denryoku*)


Mon.~Fri. 9:00~18:00 (Excl. public holidays & New Year's) ☎ 0800-777-8810

3 – 2 Gas

Apply to your local gas retailer or liquid petroleum (LP) gas sales company via internet or phone. On the utility start date, someone from the gas company will come and turn on the gas after checking the facilities. Then, they will show you how to use the gas appliances.

Because starting and stopping gas requires the presence of a professional, be sure to contact them sooner rather than later.

Osaka Gas – Customer Center (Monday ~ Saturday 9:00~19:00)
(Sunday & Holidays 9:00~17:00)
 0120-794-817

Kansai Electric Power
Mon.~Fri. 9:00~18:00 (Excl. public holidays & New Year's)
 0800-777-8810




※ Call in case of a gas leak:

There will be a phone number on the stopper of the propane gas cylinder.

Osaka Gas – Gas Leakage Hotline (24/7, 365 days a year)
 0120-719-424

3 – 3 Water

When you move or decide to start using water at a new place, submit an application to the the [Miki Water Supply – Customer Center] once you have decided a utility start date.

Miki Water Supply – Customer Center  0794-82-2010
Monday - Friday 8:30~17:00 (Excl. public holidays & New Year's)



Chapter 5 -Taxes (paid to the National and Local Government)

Everyone who lives, works, or shops in Japan pays [taxes] to the city, prefecture, and country. [Taxes] collected in Japan are used to improve the life of all. Please consult Tax Affairs division at the city hall or the Miki Tax Office if you have and questions about [taxes].



Miki City Hall – Tax Affairs Division ☎ 0794-82-2000

Miki Tax Office ☎ 0794-82-0501 (Automated)

1 Chome-9-10 Suehiro, Miki, Hyogo 673-0403

1 **Income Tax** (paid to the National Government)

Income taxes are paid by those who have received wages from work or earned personal income. The amount one pays depends on the total amount of income earned over the course of one year, from January 1 to December 31.

For those who have worked and received wages abroad, please consult the Miki Tax Office or Tax Affairs division of Miki City Hall.

○ Method of Payment #1

Every month, your company handles the payment for you. (Tax withholding) Taxes are deducted and paid from your salary. In December, the amount of taxes that has been paid from January to November is checked. (Year-end tax adjustment)

If too much has been paid, the excess will be reimbursed and added to your December salary. The amount of tax you have paid is written on the [payslip] you receive monthly and the [income tax withholding statement] that you receive by January 31 of the following year.

○ Method of Payment #2

If your company does not do tax withholding and year-end tax adjustments on your behalf (method #1), you must file the documents yourself. (Tax return) Documents are to be submitted to the tax office between February 16 and March 15 of the following year. Then, you pay at a convenience store, bank, or post office.

People leaving Japan must complete a tax return (method #2) prior to exiting the country. Please consult with the Miki tax office for more information.

○ Reduced **Income Tax** Liability

The following types of people may find that their income tax liability is decreased.

Notify your company or the tax office during the year-end tax adjustment (method #1) or when completing your tax return (method #2).

- Persons whose household includes a low-income spouse, children aged 16 or older, or elderly parents
- Persons who have paid for Health insurance (p.14), National Pension (p.17), or Employee's Pension Insurance (p.18) on their own or their family's behalf
- Persons who have paid for insurance of other kinds (life, medical, etc)
- Persons who have, over the course of the year (January 1 to December 31), spent large sums of money on to their own or a family member's medical issues

2 **Residence Tax** (paid to the Local Government)

People who reside and work in Japan as of January 1 pay this tax. The amount to be paid is based off the wages earned between January 1 and December 31 of the previous year.

○ Method of Payment #1

Every month, your company handles the payment for you. (Special withholding) Taxes are deducted and paid from your salary monthly. The amount of tax you have paid is written on the [payslip] you receive monthly from your company.

○ Method of Payment #2

If your company does not do special withholding on your behalf (method #1), you must file the documents and make the payment by yourself.

- In June, you will receive a residence tax bill from the city hall's Tax Affairs division.
- Pay the sum in the letter at the city hall, a convenience store, bank, or post office.
- Using the barcode in the letter, you can also pay by mobile app or credit card.
- The payment deadline will also be included in the letter.



○ People leaving Japan can pay in one of the following ways.

- Their company collects all of the remaining amount via special withholding (method #1) prior to their exit from Japan.
- They appoint someone to pay in their place and notify the Tax Affairs division of the city hall of their decision prior to their exit from Japan.

3 Consumption Tax

People pay this tax of 8% or 10% when purchasing goods or services in Japan:

Food and drink purchased at supermarkets and the like (excl. alcohol)	8%
Alcohol purchased at the supermarket, food and drink served at restaurants	10%
Other goods and services	10%

4 Taxes related to Car Ownership

4-1 Motor Vehicle Tax/ Light Motor Vehicle Tax

This motor vehicle tax is paid every year by those who own a personal vehicle as of April 1. Motor vehicles with engines greater than 660cc are subject to the [Motor Vehicle Tax] and those with engines less than 660cc are subject to the [Light Motor Vehicle Tax].



Between April and May, a letter from the city or prefecture will be sent out, stating the amount to be paid. This amount is determined by the type of vehicle you own. Pay the tax at a convenience store, bank, or post office by the date stated in the letter.



4-2 Road Tax

This tax is paid at time of a car's safety inspection (*shaken*). The amount is determined by the weight of the motor vehicle.

5 Fixed Asset Tax

Every year on January 1, people pay taxes on the following:

- land
- real estate (houses, apartments, condominiums, buildings, stores, etc)
- depreciating assets (commercial machinery, tools, boats, helicopters, etc)

In April, a letter from the city will arrive, stating the amount to be paid.

The tax can be paid at a convenience store, bank, or post office.

Chapter 6 - Medical Care

1 Hospitals and Clinics

In Japan, there are a variety of both hospitals and clinics. Visit clinics for minor injuries or ailments. For serious injuries and ailments, visit a hospital.

For people who cannot speak Japanese, please come consult the [Foreign Resident Consultation Desk] located at the International Exchange Plaza. Check the International Exchange Plaza [Foreign Resident Consultation Desk] on p.1 for more information.

1 – 1 Medical Practices (Types of injuries and ailments)

Internal Medicine	treats colds, illness, and ailments affecting internal organs
Surgical	treats injuries, performs surgical procedures
Pediatrics	treats issues affecting infants, children and adolescents
Orthopedic	treats issues related to bones, joints, and muscles
Ophthalmologic	treats eye-related issues and performs related examinations
Dental	treats teeth-related issues
OBGYN	treats issues affecting women and assists with childbirth



1 – 2 For sickness

- Medical Information in Foreign Languages

Hyogo Prefecture Medical Institutions - Information System

Here, you can look for institutions that are able to handle requests in foreign languages.



- NPO - AMDA International Medical Information Center ☎ 03-6233-9266

10:00~16:00 (Excl. public holidays & New Year's); Consultations are free (0 yen).

Mondays	Tuesdays	Wednesdays	Thursdays	Fridays
English	English	English	English	English
Korean	Chinese	Spanish	Chinese	Portuguese
Filipino	Thai	Vietnamese		Vietnamese



- Tabunka Kyosei Center - Hyogo ☎ 078-453-7440

Multilingual Format on Emergency



2 Medical Insurance

Regardless of nationality, all residents of Japan are covered under their own [medical insurance]. Only the person who is enrolled can use it. When one person goes to a hospital for sickness or injury, everyone helps cover the cost. The amount that one person needs to pay on their own is reduced. The rest comes out of insurance.

[Medical insurance] includes the [health insurance] that covers business and company workers and owners, the [national health insurance] that covers self-employed and unemployed people (including international students), and the [latter-age elderly healthcare system] which covers people who are 75 years and older.

Miki City Hall – Insurance & Pension Division ☎ 0794-82-2000

Yokawa Branch Office – Health & Welfare Division ☎ 0794-72-2210

Miki City Hall - Tax Affairs Division ☎ 0794-82-2000

2 – 1 Company Health Insurance

People who meet certain conditions, such as working 20 or more hours a week and earning 88,000 yen or more a month, are covered under their company's health insurance.

Please ask your company if you can enroll in their health insurance.

Health insurance can also cover the insured person's family members who also live in Japan. To check if this is possible, please ask your company.

○ Insurance Fees (Premiums)

This amount is deducted and paid from your salary by your workplace.

○ Hospital Fees

- From 0 to 18 years of age, fees are free (0 yen). For more information, check the Medical Subsidy for Children section on p.25.
- Those under the age of 70 will be charged 30%
- Those over 70, up to 74, will be charged 20% (Those with high salaries or other income will be charged 30%.)

2 – 2 National Health Insurance

Those younger than 75 and not covered by company health insurance are enrolled in national health insurance. Foreign residents residing in Japan for 3 months or longer are also covered. However, people in Japan on a [designated activities] visa for reasons of medical stay, or holding any other special residency status, will be ineligible for national health insurance.

- Enrolling in Insurance
 - Apply at the Insurance & Pension division of the city hall
 - Notify the Insurance & Pension division if you have moved or started a new job



- Insurance Tax
 - The amount of Insurance Tax you pay is dependent on your income and the size of your household
 - Pay your family members' total at the city hall
 - If you wish to reduce the amount of insurance tax you pay, consult the Tax Affairs division of the city hall.

- Hospital Fees
 - From 0 to 18 years of age, fees are free (0 yen). For more information, check the **Medical Subsidy for Children** section on p.25.
 - Those under the age of 70 will be charged 30%
 - Those between 70 and 74 will be charged 20% (Those with high salaries or other income will be charged 30%.)

2 – 3 **The Latter-Age Elderly Healthcare System**

Persons 75 and older are enrolled in the **latter-age elderly healthcare system**. Foreign residents residing in Japan for 3 months or more are also covered. However, those who have entered Japan on a **[designated activities] visa for reasons of medical stay**, or any other special residency status, are ineligible. At 75, the Insurance & Pension division of the city hall sends a **[Health Insurance Eligibility Certificate]**. One's previous health insurance becomes invalid.

- Insurance Fees (Premiums)
 - The amount is dependent on income.
 - It must be paid directly to the city hall oneself.
- Hospital Fees
 - 10%
 - Those with high income will be charged between 20% and 30%

Chapter 7 - Pension and Welfare

1 Pension (Money distributed to the elderly)

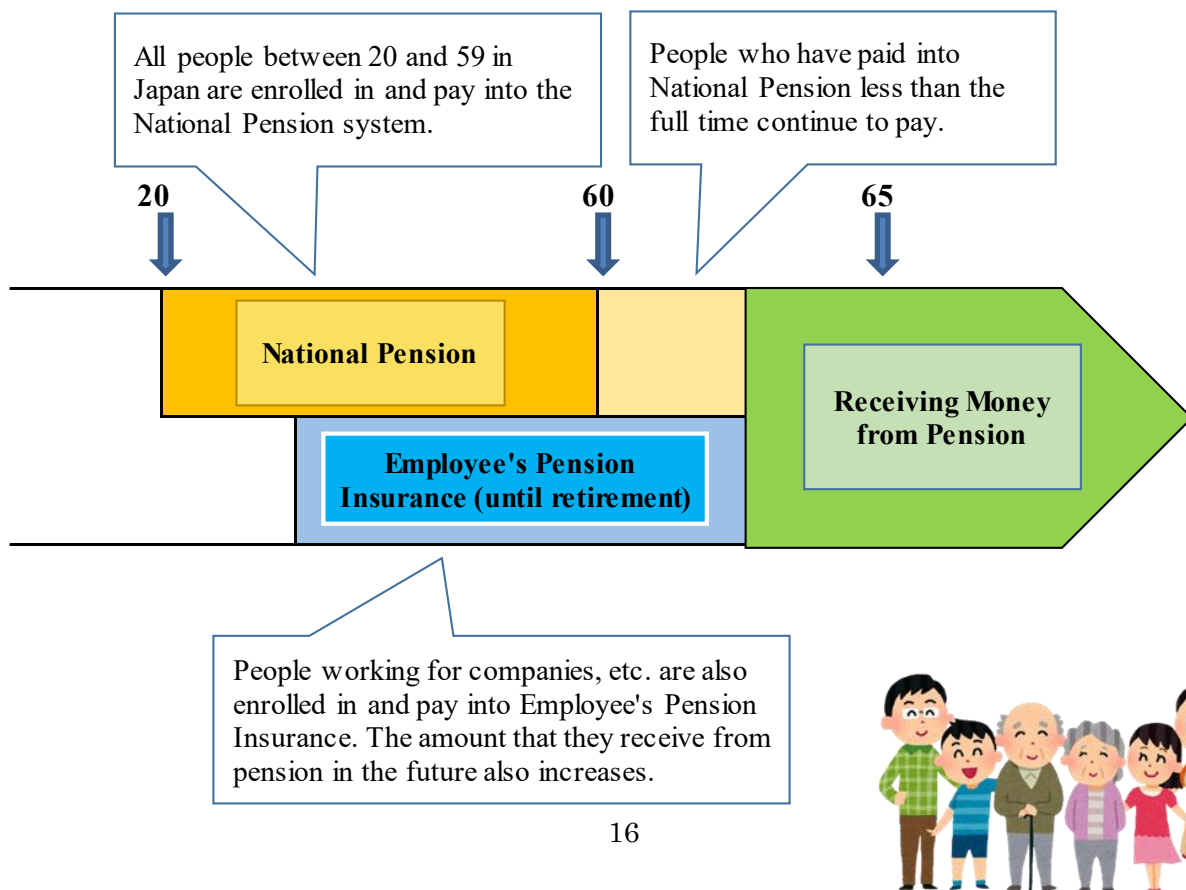
People who enroll in and contribute to the pension system are eligible to receive monetary support when they are affected by old age or disabilities arising from sickness or injury. In the case of death, the family of the pensioner can also receive money from the pension system.

There are two types of public pension in Japan: **National Pension** and **Employee's Pension Insurance**. Those participating in the pension system receive a **Basic Pension Number Notice**. This notice contains one's pension number and is required when receiving pension money. If a pension book is lost, it can be reissued by visiting the Insurance & Pension division of the city hall, the Civic & Daily Affairs division of the Yokawa branch office, or a **Japanese Pension Service (JPS) office**.

Miki City Hall – Insurance & Pension Division ☎ 0794-82-2000

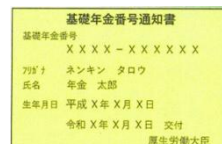
Yokawa Branch Office – Civic & Daily Affairs Division ☎ 0794-72-0180

Nenkin Dial ☎ 0570-05-1165 (Automatic receiver)
(Akashi JPS Office)



1 - 1 National Pension

All people between the ages of 20 and 59 living in Japan are enrolled in the National Pension system. The people insured (enrollees) under the National Pension system are divided into the following 3 categories.



(1) [Category-1 Insured Persons]

This category is only enrolled in National Pension. This category includes people who are self-employed, those in agriculture or fishing, those who are unemployed, and those who do not fall into categories (2) or (3). You can enroll in National Pension at the Insurance & Pension division of the city hall or the Yokawa office's Civic & Daily Affairs division. You will be notified of the amount you must pay for premiums by letter. You can pay this amount at a bank, post office, or convenience store.

(2) [Category-2 Insured Persons]

This category is enrolled in National Pension and Employee's Pension Insurance. If you work for a company, factory, or store, your employer handles the enrollment procedures. Every month, your workplace handles paying the premiums on your behalf. Half of the amount is deducted and paid from your salary. The other half is covered by the company.

(3) [Category-3 Insured Persons]

This category is only enrolled in National Pension. This category covers dependent spouses of people who are covered under Employee's Pension Insurance ([Category-2 Insured Persons]). Enrollment procedures for National Pension are conducted through the Category-2 Insured spouse's workplace. No extra contribution is required.

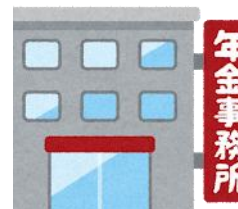
○ Money (pension) that one can receive from [National Pension]

To check your eligibility, please inquire with the Insurance & Pension division of the city hall, Yokawa office's Civic & Daily Affairs division, or the Akashi JPS Office.

- ① From the age of 65, one receives [Elderly Basic Pension]
- ② Persons with physical disabilities receive [Disability Basic Pension]
- ③ When the insured person dies, their family can receive [Survivor's Basic Pension]
- ④ When the insured person dies, their family can receive [Lump-Sum Death Payment]
※ A family cannot receive both ③[Survivor's Basic Pension] and ④[Lump-Sum Death Payment].
- ⑤ When the insured person dies, his wife receives [Widow's Pension]

1 – 2 Employee’s Pension Insurance

People under 70 and working at a company, factory, or store over a certain amount of time are enrolled in this insurance. Enrollment procedures are handled by the company. The amount paid in premiums scales with monthly salary. Half is deducted from your salary and the other half is covered by the company. The company handles payment on the worker’s behalf every month.



- Money that one receives from [Employee’s Pension Insurance]

To check your eligibility, inquire with the Akashi JPS Office.

- ① The elderly receive [Elderly Welfare Pension]
- ② Persons with physical disabilities receive [Disability Welfare Pension]
- ③ When the insured person dies, their family receives [Survivor’s Welfare Pension]

1 – 3 Lump-Sum Withdrawal Payment (Available when leaving Japan)

People choosing to exit the pension system and return to their home country can claim this sum of money. To be eligible, one must fulfill all (1~5) of the following conditions.

- ① You must have been enrolled and contributed to National Pension or Employee’s Pension Insurance for a period of at least 6 months.
- ② The period of contribution must not have exceeded 9 years and 11 months.
- ③ You must have submitted a [Notice of Moving Out] to the city hall (p.4) and no longer possess an address in Japan.
- ④ Your workplace must have completed the exit procedures for your Employee’s Pension Insurance.
- ⑤ You must not have received pension, including [Disability Basic Pension] and [Disability Welfare Pension].

2 Long-Term Care Insurance (for those who require a caretaker due to old age)

Long-term care insurance is a system that collects funds from people ages 40 and older to support those needing long-term care. People who enroll in and contribute to long-term care insurance can receive services when it is deemed necessary.

* Long-term care refers to assistance given to people who require help with daily tasks (meals, bathing, etc) due to old age or certain illnesses.

2 – 1 Insurance Premiums for Long-Term Care

People ages 40 and older who have stayed in Japan over 3 months will be enrolled into long-term care insurance. The premium is charged with medical insurance premiums.

People ages 65 and older will have their long-term care insurance premium deducted from the amount they receive from their pension. If it cannot be deducted from their pension, a bill is sent separately, to be paid at a bank or post office.

2 – 2 Utilizing Long-Term Care Services

If someone is over 65 years old or older, or 40 or older and afflicted with certain illnesses, and thinks they require long-term care, they can apply at the Long-Term Care Insurance division of the the city hall or the Health & Welfare division of the Yokawa office. Consult the above for more further details.

Miki City Hall – Long-Term Care Insurance Division ☎ 0794-82-2000

Yokawa Branch Office – Health & Welfare Division ☎ 0794-72-2210



Consult a professional (eg. care manager) about what kind of care you need. For more information, consult the Miki Central Comprehensive Support Center.

Miki Central Comprehensive Support Center ☎ 0794-89-2337

Miki Central Comprehensive Support Center (West Sub-Center) ☎ 0794-83-0160

Miki Central Comprehensive Support Center (Yokawa Sub-Center) ☎ 0794-72-2222

3 Child Welfare (Money given for childrearing)

3 – 1 Child Allowance

People raising children ages 0 to 18 in Japan can receive an allowance from the government. Apply at the Child Welfare division of the city hall or the Civic & Daily Affairs division of the Yokawa office when a child is born or when you move in. Take a look at the Child Allowance section on p.24.

Miki City Hall – Child Welfare Division ☎ 0794-82-2000

Yokawa Branch Office – Civic & Daily Affairs Division ☎ 0794-72-0180



3 – 2 Child Dependent Allowance

Single parents and people who are raising children with disabilities can also receive an allowance until their child turns 18 and 20, respectively. Apply at the Child Welfare division of the city hall or the Civil & Daily Affairs division of the Yokawa branch office. People whose income exceeds the limit will not be able to receive the allowance. For more information, inquire with the two divisions mentioned above.

3 – 3 Special Child Dependent Allowance

People who are raising children with disabilities can receive an allowance up until the child turns 20. Apply the city hall’s Child Welfare division or the Civil & Daily Affairs division of the Yokawa office. People whose income is greater than the limit will not be able to receive the allowance. For more information, please inquire with the Child Welfare division of the city hall or the Civil & Daily Affairs division of the Yokawa office.

3 – 4 Welfare Allowance for Children with Disabilities

For serious disabilities that require another person's aid for daily activities such as meals and bathing, families can receive an allowance until the child turns 20. Apply at the Disability Welfare division of the city hall. People whose family income is greater than the limit will not be able to receive the allowance. For more information, please inquire with the Disability Welfare division of the city hall.

Miki City Hall – Disability Welfare Division ☎ 0794-82-2000

4 Disability Welfare Services

4 – 1 System of Certification

People with disabilities can receive a [certification] from the Disability Welfare division of the city hall. The [certificate] must be shown to receive disability-related services, such as tax reductions and reduced fares on buses, trains, and taxis.

- For physical disabilities, the [Physical Disability Certificate].
- For developmental disabilities, the [Medical Rehabilitation Handbook].
- For mental disorders, the [Mental Disability Certificate].

For more information, please inquire with the Disability Welfare division of the city hall or the Health & Welfare division of the Yokawa office.

Miki City Hall – Disability Welfare Division ☎ 0794-82-2000

Yokawa Branch Office – Health & Welfare Division ☎ 0794-72-2210

4 – 2 Public Services available to People and Children with Disabilities

To make the lives, study, and work of the disabled easier, many services have been made available. These include caregivers who help with meals and bathing and physical rehabilitation therapy. For more information, please inquire with the Disability Welfare division of the city hall.

4 – 3 **Special Disability Allowance**

In the case of especially serious disabilities that require another's assistance for everyday activities such as meals and bathing, some people can continue receiving an allowance past the age of 20. However, people whose family income exceeds the limit will not be able to receive the allowance. For more information, please inquire with the Disability Welfare division of the city hall.

5 **Low-Income Self-Reliance Support System**

If you are struggling with money or work, please consult the Welfare division of the city hall. They will work with you to find ways for you to live within your means.

Miki City Hall – Welfare Division ☎ 0794-82-2000

6 **Welfare** (Financial Support for Low-Income Households)

Households who lack income and savings and struggle with living expenses can receive financial aid from the government. (However, this is limited to permanent residents, spouses of Japanese citizens or permanent residents, and long-term residents (*tējūsha*) who are not subject to work limitations.) For more information, please inquire with the Welfare division.



Miki City Hall – Welfare Division ☎ 0794-82-2000

6 – 1 **People Eligible to Receive Welfare**

- People with no income or savings

6 – 2 **Types of Aid Available**

- Everyday expenses (food, clothing, electricity, water, gas, etc)
- Rent
- Educational expenses for elementary and junior high schoolers
- Hospital fees covering illness and injury
- Elderly care expenses
- Childbirth expenses



Chapter 8 - Childbirth and Raising Children

1 During Pregnancy

1 – 1 Obtain a Maternal and Child Health Handbook

If you become pregnant, notify the Child Welfare division (Miki Children's Center) or the Health & Welfare division of the Yokawa office to receive a [Maternal and Child Health Handbook]. (Also available in English, Portuguese, Spanish, Tagalog, Chinese, Korean, Thai, Indonesian, Vietnamese, and Nepali.)

※ Bring your [Maternal and Child Health Handbook] with you to the hospital. It includes important information about raising an infant. It also acts as a health record for things such as weight at birth, sicknesses, and immunizations p.25.



Child Welfare Division (Miki Children's Center) ☎ 0794-86-0900

Yokawa Branch Office – Health & Welfare Division ☎ 0794-72-2210

1 – 2 Pregnancy Checkups (Pregnancy Health Examinations)

If you are pregnant, visit a hospital for a [pregnancy checkup] to check the health of your baby. Vouchers to cover a portion of the examination fees are available at the Child Welfare division and the Health & Welfare division mentioned above. Costs associated with pregnancy checkups and childbirth are not covered by medical insurance.

※ Pregnancy checkup frequency

Before giving birth, mothers have about 14 pregnancy checkups.

- From conception to week 23, once every 4 weeks
- From week 23 to week 35, once every 2 weeks
- From week 36 until childbirth, once a week



1 – 3 Pregnancy Dental Checkup (Pregnancy Dental Health Examination)

During your period of pregnancy, you can get a pregnancy dental checkup done once free-of-charge (0 yen). Only the examination and dental health guidance are free (0 yen).

1 – 4 Consultations

Both during your pregnancy and after childbirth, if you have any worries or problems, you can consult a public health nurse or a midwife. Please inquire with the Child Welfare division (Miki Children's Center) or the Health & Welfare division of the Yokawa branch office.

Let's think about child rearing together!

○ [Mikki- Tamapiyo Salon]

Here, talk about any worries about pregnancy, childbirth, or child-rearing. Become friends and talk with other mothers giving birth around the same time as you.

○ [Infant Development Specialized Consultation]

Consultations on child speech development, growth, and behavior.



1 – 5 Visits from Public Health Nurses and Midwives

Public health nurses and midwives do home-visits to offer counseling and important information, free-of-charge (0 yen).

○ Pregnancy home visits

They talk to you about pregnancy-related services and consultations.

○ Konnichiwa Akachan home visits

Healthcare professionals visit households with infants 4 months old and younger and talk about childcare consultation services, weighing your infant, infant health checkups, immunizations, and childcare support available to you.

2 After Childbirth

2 – 1 Birth Registration

If you give birth to a child in Japan, submit a [birth registration] to the Citizen services division of the city hall or Civic & Daily Affairs of the Yokawa branch office. A [birth registration] is due within 14 days of the child's birth. Please also communicate information of the birth to your embassy or consulate.

If both mother and father are foreigners (non-Japanese nationality), the child does not receive Japanese citizenship, even if born in Japan.

Miki City Hall – Citizen Services Division ☎ 0794-82-2000

Yokawa Branch Office - Civic & Daily Affairs Division ☎ 0794-72-0180



2 – 2 Obtaining the Newborn's Residence Card

When both parents are non-citizens, they must submit documents to the Osaka Regional Immigration Bureau - Kobe Branch Office to obtain the infant's [residence card]. When you submit a [birth registration] at the city hall, you will receive a [birth registration certificate] and a [residence certificate copy] or [Certificate of Entries Recorded in Resident Record].

Do not forget to complete residence status procedures for your child within 30 days of their birth with these documents from the city hall.

2 – 3 Insurance Benefits

If you give birth to a child, you will receive 500,000 yen as [Childbirth Lump-Sum Allowance] from your health insurance. If you have taken time off from work to give birth, you can also receive [Maternity Allowance] from your health insurance. If you take time for childcare, you may also receive [Childcare Leave Allowance] from employment insurance.

2 – 4 Postpartum Health Checkups (Post-Pregnancy Health Examinations)

Shortly after childbirth (2 weeks, 1 month, etc.), mothers can visit the hospital for [Postpartum Health Checkups] to check their health. Vouchers covering a portion of the fees are available at the Child Welfare division (Miki Children’s Center) or the Health & Welfare division of the Yokawa branch office.

Child Welfare Division (Miki Children’s Center) ☎ 0794-89-2340

Yokawa Branch Office – Health & Welfare Division ☎ 0794-72-2210

3 Child Allowance

In Japan, people raising children ages 0 to 18 can receive monetary allowances.

Apply at the Child Welfare division of the city hall or the Civic & Daily Affairs division of the Yokawa branch office when you move to Miki or give birth.

Age of the Child	Monthly Allowance	
0 to 2 years old	15,000 yen	Third child onwards: 30,000 yen
3 to 18 years old (until year 3 of high school)	10,000 yen	

Miki City Hall – Child Welfare Division ☎ 0794-82-2000

Yokawa Branch Office - Civic & Daily Affairs Division ☎ 0794-72-0180



4 Raising Children

4 – 1 1-month Post-Birth Health Checkup (Examination)

A month after the infant is born, take them to a hospital for a [1-month Post-Birth Health Exam] to monitor their growth and condition. Vouchers and medical questionnaires are available at the Child Welfare division (Miki Children’s Center) and the Yokawa office’s Health & Wellness division.

Child Welfare Division (Miki Children’s Center) ☎ 0794-89-2340

Yokawa Branch Office – Health & Welfare Division ☎ 0794-72-2210

4 – 2 Infant Health Checkups (Examinations)

The city hall does [Infant Health Checkups] to check the growth and condition of your child for free (0 yen). Ask about any worries or anything you do not understand. Do an [Infant Health Checkup] when your child is 4 months, 18 months, 3 years, and 5 years old.

4 – 3 Immunizations (Vaccinations)

Infants receive immunizations to prevent several illnesses. You can get several immunizations, including BCG (tuberculosis), DPT-IPV-Hib (Diphtheria, Pertussis, Tetanus, Polio, Haemophilus influenza type b), and the Japanese encephalitis vaccine. The screening questionnaire (medical survey for immunizations) is sent to the person who submitted the birth registration. If you have recently moved into Miki, bring your Maternal and Child Health Handbook to the Health Advancement division (Miki City General Insurance & Welfare Center) or the Health & Welfare division of the Yokawa branch office. If you still have unfinished immunizations, you can receive another screening questionnaire.

Health Advancement Division (Miki City General Insurance & Welfare Center)

☎ 0794-86-0900

Yokawa Branch Office – Health & Welfare Division ☎ 0794-72-2210



4 – 4 Medical Subsidy for Children (Aid for children's medical fees)

The city covers the full cost (medical treatment under insurance) when a child ages 0 to 18 visits a hospital.

Miki City Hall – Insurance & Pension Division ☎ 0794-82-2000

Yokawa Branch Office – Health & Welfare Division ☎ 0794-72-2210

4 – 5 Children who have not yet begun elementary school

Children 6 years and younger who have not yet started elementary school can attend nursery school, kindergarten, or a certified center for early childhood education and care (ECEC). There are no daycare fees (0 yen) for children 3 to 5 years old (as of April 1).

- Nursery schools and ECEC Enrollment (newborn ~ elementary school)
- Kindergarten Enrollment (4 ~ 5 years-old)

Miki City Board of Education - Education & Childcare Division ☎ 0794-82-2000

4 – 6 Afterschool Programs

Children with working parents can go to [afterschool programs] after school ends. There, children can play and do their homework safely under the watch of adults.

- To enroll into an afterschool program, contact:

Miki City Board of Education - Education & Childcare Division ☎ 0794-82-2000



Chapter 9 - Education

1 Japanese Schools (Elementary School Onwards)

The Japanese educational system is as follows: elementary school for 6 years, junior high school for 3, high school for 3, and university for 4. Elementary and junior high school are considered **compulsory education**. Kindergartens handle pre-elementary school education.

1 – 1 Elementary School and Junior High School

Parents with children between the ages of 6 and 15 must send their children to school.

Children attend elementary school from 6 years old and junior high school from 12 to 15.

Please apply at the School Education division of the Board of Education. Registration, tuition, and textbooks are free (0 yen) at public schools in Miki. Students pay for school lunch and other learning materials on their own. There are also special needs schools for children with disabilities.

Miki City Board of Education – School Education Division

☎ 0794-82-2000



1 – 2 High School (Senior High School)

Students graduating from junior high school can attend high school if they have passed that school's entrance exam.

There are also **[part-time high schools]** students can attend in the evenings, as well as correspondence schools which offer distance learning via tools such as the internet.

1 – 3 University, Junior College, and Technical School

Students graduating from high school can take entrance exams for universities, technical schools, and other educational institutions. If they pass, they can attend that school.

Students who have graduated from nationally designated **international schools** in Japan are also eligible to take university entrance exams.

1 – 4 **Night School (Junior High School)**

Night schools (junior high school) offer classes from dusk to nighttime. People who were unable to graduate junior high school because of illness or other reasons, as well as people who were unable to fully attend junior high school can go to this school.

Foreigners who did not graduate junior high school may also attend. People who graduate can take high school entrance exams.

2 Money for Education

2 – 1 School Subsidy Program

Elementary and junior high school students coming from low-income households might be eligible for financial aid to cover school necessities (uniforms, backpacks, stationery, etc.) and school meals. To find out more about eligibility and how much aid is available, inquire with the School Education division of the Board of Education.

Miki City Board of Education – School Education Division ☎ 0794-82-2000



2 – 2 Scholarships from the Miki City Board of Education

High school and university students who reside in Miki City and come from low-income households can receive financial support necessary for attending school. Inquire with the General Affairs division of the Board of Education to find out more about eligibility and how much aid is available.

Miki City Board of Education - General Affairs Division ☎ 0794-82-2000



2 – 3 High School Tuition Support

This waives the cost of tuition to 0 yen for students attending public high schools. Students attending private high schools can also waive part of their tuition. Foreigners who reside in Japan may also apply for this support. Applications are available at school.

2 – 4 High School Supplemental Scholarship Fund

Students whose parents are low-income can receive additional funding for textbooks and other study materials. Applications are available at school.



2 – 5 Scholarships for University

Local and national governments, companies, and many other organizations offer scholarships for university. Ask around to find out which places have scholarships available. The national government offers 2 types of scholarships:

Grants: Money that does not have to be repaid in the future

Loans: Money that is to be repaid after graduation



Even as a foreigner, you can receive aid from the national government as a permanent resident or relative of a Japanese national. There are also scholarships for foreign students.

Chapter 10 - Customs and Rules for Living in Japan

1 Life Rules



1-1 Waste Disposal Basics

The Miki City Waste Disposal Facility collects waste from homes. For anything you don't understand, ask the Miki City Waste Disposal Facility (Environmental Division).

Miki City Waste Disposal Facility (Environmental Division) ☎ 0794-83-2608

- (1) For burnable garbage and plastics (recyclable), you must purchase and use the designated trash bags. Throw out garbage according to what is written on the bag. Use clear trash bags for non-burnable and buried garbage.
- (2) Put out garbage for collection at the correct location and time (day of the week) according to which category it belongs to. Leave your garbage at the rubbish collection site between 5:00 a.m. and 8:00 a.m. of the designated collection day. Bring empty glass bottles to the glass bottle collection spot.
 - ※ Bags containing items of the wrong category and bags left outside of designated locations will not be collected.
- (3) For sorting instructions, there is a rubbish sorting application as well as sorting chart posters available in Japanese, Chinese, Korean, English, Spanish, Portuguese, and Arabic. Download the mobile app via the QR codes on the below.

Android



iPhone



(4) Used Cooking Oil (Fryer Oil)

Do not dump oil down the kitchen sink. Use old newspapers to soak up leftover cooking oil and discard with other burnable garbage on the designated collection day.

(5) Littering and Illegal Dumping

Both are considered crimes. Only discard waste at designated areas. Do not throw away garbage on the road or in the middle of the mountains.



1-2 Noise Pollution (Loud Noises and Disturbances)

Refrain from making loud noises or shouting, especially if you live in a condominium or apartment. Take care that you do not inconvenience people living close to you.

Be careful between the hours of 10:00 p.m. and 6:00 a.m. in particular.

- ✗ Do not talk loudly.
- ✗ Do not watch TV or listen to music at a high volume.
- ✗ Do not run inside your house.
- ✗ Do not make a racket in the house, throw parties with singing and dancing, etc.
- ✗ Do not use loud appliances such as washing machines or vacuums early in the morning or late at night.
- ✗ Do not drop things from the upper floors of your building. It is dangerous and the things may hit someone below.



1 – 3 Usage of Apartment and Condominium Shared Spaces

Stairs and hallways are considered common areas (spaces that everyone uses). Because they are used for evacuation in times of fire or earthquake, you must keep them clear of all personal belongings.



1 – 4 Flushing Toilets in Japan

Use the toilet paper that is available in restrooms. Used tissues do not go into garbage cans. Instead, flush them down the toilet.

※ Fancier toilets at department stores and stations may have several buttons. Be sure to press the “^{なが}流す (FLUSH)” button last.

1 – 5 Usage of Mobile Phones (Smartphones)

Do not use your mobile phone while walking. There is a chance you will hit and injure others or become injured yourself. Using a mobile phone while driving a car or riding a bicycle or motorcycle is forbidden by law.



1 – 6 In Buses and Trains

Be careful of the following things when inside a bus or train:

- ✗ It is bad manners to talk loudly.
- ✗ It is bad manners in Japan to talk on the phone.
- ✗ Listening to music at high volumes is also a nuisance. Be careful that noise does not leak from your earphones.
- ✗ When it is crowded, a bag worn on the back might hit and inconvenience others.

1 – 7 Being Timely and Keeping Promises

Just as how trains arrive according to schedule, Japanese society values timeliness. Arriving late to school or work can cause you to lose the trust of others.

If you are running late, contact the other party as soon as possible. Tardiness and unannounced absences can land you in trouble with your company.

2 Important Things about Living in Japan

2 – 1 Relationships with Those Living around You (Neighborhood Associations)

Neighborhood associations are gatherings formed by people who live near each other. They work together on activities to make their town a safe and easy place to live in. There are events, such as evacuation drills (practice putting out fires and escaping to safety in times of disaster) and festivals. They also deliver information from the city and town.

If you join a neighborhood association, you can become closer to your neighbors.

In order to keep the community a safe and easy place to live in, neighborhood associations will also collect association fees from the residents to maintain rubbish collection sites, do neighborhood patrols, and other things. You too can join a neighborhood association. Ask people living nearby for more information.

2 - 2 Crime Prevention (To avoid becoming a victim of theft, sexual harassment, etc.)

Lock your doors and windows when you go out.

Always lock your car, motorcycle, and bicycle when parking.

Do not leave valuables, such as your purse and wallet, in places out of sight.

At night, avoid dark streets and places with few people and instead choose brighter paths. If there is anything you worry about or don't understand about crime prevention, you can talk to the police near you.



2 – 3 Bank Accounts (Depositing and Withdrawing Money)

(1) Bring the following things with you to the bank when you open an account:

- Your residence card
- Your personal seal (hanko) - there are also banks that accept signatures.
- Your company ID or student ID (a card with your name and picture received from your workplace or school.)

(2) When you leave Japan or will no longer use your bank account, you can close accounts you will no longer use at the bank (termination). You cannot sell your account, cashcard, or bankbook to other people. Doing so is a crime.

3 Riding the Train and Bus

3-1 IC Cards

You can use transportation IC cards to pay train and bus fares across multiple companies. There are also times when you'll be charged less than if you were to pay with cash. You can obtain one at a train station service counter or ticketing machine.



3-2 Riding the Train

(1) The basic step-by-step to using the train:

- Check your destination station on the route map.
- Buy a ticket that covers the fare to your destination and pass through the ticket gate. (If it accepts IC cards, enter by touching the card to an automatic gate.)
- Following the signs posted around the station, go to the platform of the train that is headed in the direction of your destination.
- On the platform, wait inside of the white line or yellow blocks (away from the edge.)
- After arriving at the destination, use the ticket to exit from the gate. (If you used an IC card, touch it to the automatic gate to exit and pay from the balance on the card.)

(2) If you don't know how to ride the train or get to your destination, ask a station attendant:

- Sumimasen. _____ ni ikitai no desuga, kono densha wa ikimasu ka?
(Excuse me, I want to go to _____. Does this train go there?)
- Douyatte ittara ii desu ka? (How should I go there?)
- Nan ban sen desu ka? (What line number is it?)



Types of tickets:

Basic fare ticket: a basic ticket needed to board the train

Commuter pass: convenient for going to the same place every day for work or school; available in 1-month, 3-month, 6-month increments.

Limited express ticket: needed to board a limited-express train or Shinkansen

Reserved seat ticket: needed when using a reserved seat

Green ticket: needed when using the green car (with more expensive seats)



3-3 Riding the Bus (Fixed-Route Buses)

(1) Flat-fare buses

Depending on the bus, put the fare into the fare box when you get on or off the bus.

※ For a transportation IC card, touch it to the card reader on boarding and deboarding.

(2) Progressive-fare buses

When you get on the bus, take a boarding ticket. When you get off, compare the number on your boarding ticket to the screen located above the bus driver, and pay the fare listed under the number of your ticket.

※ If you are using a transportation IC card, touch it to the card reader both when you get on and off the bus.

(3) The bus IC card pass (Nicopa card) is convenient.

A Nicopa card is a card usable on all Shinki and Shinki Zone buses. It cannot be used to board trains. In Miki City, if you use a Nicopa card to ride buses, bus fares for trips within the city will be capped at 200 yen (100 yen for children). Trips to the Kita Harima Medical Center will also be the same price.

○ Topping up your card balance

You can top up your card balance in the bus or at a Shinki Bus customer service window. There are two types of fares: the regular rate fare and the discounted rate fare (if you deboard between 9:30 and 16:00).


Regular Rate: Every 1000 yen, your usable balance increases by 1100 yen

Discounted Rate: For every 1000 yen added, it increases by 1250 yen.

○ Obtaining a card

You can obtain a card at a Shinki Bus customer service window. You can also do so at the Shinki Bus Company Miki Base of Operations.

Shinki Bus Company Miki Base of Operations

 0794-82-3126

Tues.~Sat. 9:30~13:00/14:00~18:00

(Closed Sun.~Mon.)

○ Using a Nicopa card

Getting on: Touch your Nicopa card to the card reader on the bus (until you hear a beep).

Do not take a boarding ticket.

Getting off: Touch your card to the card reader located next to the driver. The fare for the trip will be deducted from the card balance.

You can check your card balance when you use the card reader while boarding and deboarding.

Chapter 11 – Transport

1 Traffic Rules and Safety

Many people and vehicles use roads. Let's follow traffic safety rules.

1 – 1 Walking

(1) Walking on the street

On roads with no sidewalks (pedestrian walkways), keep to the right side of the road. On roads with sidewalks, use the designated walkways.



(2) Crossing the road

When crossing the road, do so at places with a traffic signal, a pedestrian crosswalk, or a pedestrian bridge crossing.



(3) Traffic signal colors

Green: Go.

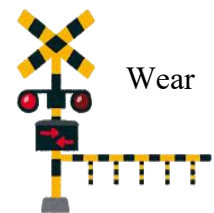
Yellow / Flashing Green: Cars must come to a stop. Do not start crossing.

Red: Stop.

Signals with Crosswalk Buttons: Press the button. Do not cross until the light is green.

(4) Passing through railroad crossings

Stop in front of the railroad tracks and check left and right for safety before crossing. Do not start crossing if the alarm has started sounding or if the safety bar has started coming down.



(5) Walking at night

white, yellow, or other bright-colored clothing when walking around at night. Attach reflective items to your clothes, shoes, or bag to keep you visible to drivers at night.

1 – 2 Biking

(Shared-use sidewalk) →



(1) Bicycle traffic rules

Under the law, bicycles are considered “vehicles.”

If you commit a traffic violation, you must pay a fine. Ride bicycles on the left-most side of the streets meant for cars. On shared-use paths with both pedestrians and bicycles, bicycles should keep to the side closer to the street and go slowly, stopping or getting off as needed to avoid endangering pedestrians.

Turn on your lights at night.

Park your bicycle in designated parking areas (*jitensha okiba*).

- ✘ Do not ride a bicycle after drinking alcohol.
- ✘ Do not ride with 2 people on 1 bicycle.
- ✘ Do not ride side-by-side with another bicycle (2-abreast).
- ✘ Do not use an umbrella or mobile phone when riding a bicycle.
- ✘ Do not use earphones while riding a bicycle.



(2) Wear a helmet while riding a bicycle.

Children riding as a passenger and children riding on their own all should wear helmets.

2 Bicycle Insurance

Enroll in [bicycle insurance] in case you get into an accident on your bicycle. The insurance company will pay on your behalf in case you injure someone.

3 Automobile and Motorcycle Licenses

(1) To drive in Japan, you must have one of the following. #2 and #3 are only valid for 1 year.

1. A Japanese driver's license
2. An International Driver Permit (IDP)
3. A driver's license from another region or country + a Japanese translation issued by an embassy or other authorized office.

(2) To obtain a Japanese driver's license, you must either take the Japanese exam or convert your license from your home country. Inquire with the Hyogo Driver's License Test Office.

1649-2 Niyama-cho, Akashi, Hyogo 673-0842

☎ 0570-078-912

4 Traffic Accidents

(1) First, park your car or bicycle in a safe place.

(2) Next, call the ambulance and/or the police.

If someone has been injured, call 119 for the ambulance.

You must call 110 and wait until the police arrive in all cases, even if there are no injuries.

Look at the next page (p.35) for calling instructions.



(3) Go to the hospital.

Even if everything seemed fine at the time of the accident, there is a possibility that you have sustained an injury. Go to the hospital for a check-up.

(4) Obtain the [traffic accident report].



This document is necessary for many things, including receiving compensation from bicycle or automobile insurance. To request one, contact the police department that handled your accident for more information on procedures.

Hyogo Prefecture - Miki Police Department ☎ 0794-82-0110

Chapter 12 - Emergencies (Sudden Illness and Accidents) and Natural Disasters (Typhoons and Earthquakes)



1 Calling during Emergencies (Sudden Illness and Accidents)

1 - 1 Call 119 for Sudden Illness, Injury, or Fires

Even if you do not understand Japanese, you can talk with an interpreter.

(1) In case of extreme illness or injury:

- ① When calling 119, the operator will first ask Kaji desu ka? Kyukyu desu ka? (Is it a fire? An emergency?) Reply, Kyukyu desu. (It is an emergency.)
- ② Tell the operator the name of the place or landmark where you would like the ambulance to come. Ambulances are free-of-charge (0 yen).
- ③ Tell them about what hurts, your symptoms, and your age.
- ④ Give your name and contact information (phone number).



You can also check how to call an ambulance again via the homepage here:

<https://www.fdma.go.jp/publication/portal/post1.html>

(2) In case of fire:

- ① When calling 119, the operator will first ask Kaji desu ka? Kyukyu desu ka? (Is it a fire? An emergency?) Reply, Kaji desu. (It is a fire.)
- ② Tell the operator where the fire is happening.
- ③ Tell them what is on fire.
- ④ Tell them if there are any injuries or people who could not escape the building.
- ⑤ Give them your name and contact information (phone number).



1 - 2 Call 110 for Accidents and Incidents

Call 110 when you find yourself in a situation where you want the police to come quickly, such as a traffic accident or theft. If you are unable to make the call yourself, call out to someone close by and say, Tasukete kudasai! Denwa o kakete kudasai! (Help! Please make the phone call!)

After calling 110, the operator will ask you about the following things. Calm down and answer the questions as accurately as you can. For accidents, say, Jiko desu. (It's an accident.) For things like theft, say, Jiken desu. (It's an incident.)

- ① Tell the operator when, where, and what happened.
- ② Give them your name and contact information (phone number).
- ③ Describe the age, sex, clothing, and number of the offender of the incident or the other people involved in the accident.
- ④ If there is anyone who is injured, describe their age, sex, and the type of injury they've sustained.

2 Natural Disasters (Typhoons, Earthquakes, etc.)

2 - 1 Preparing with Safety in Mind



- (1) Prepare 3 days to a week's worth of food, water, batteries, and flashlights.
- (2) Prepare a bag (emergency kit) filled with things to take with you when evacuating.
- (3) Use the [Hazard Map] of your area to check for dangerous areas and places to take shelter.

※ A hazard map is a map that shows areas that are dangerous during natural disasters and the location of evacuation sites.

※ Evacuation sites are places and facilities where people can temporarily take shelter and find safety from disasters. <https://www.city.miki.lg.jp/soshiki/3/8213.html>

- (4) Participate in [disaster prevention drills and evacuation drills] in your local area. Practice how to put out a fire, how to escape to safety, and learn about danger and overall safety.
- (5) Request of your neighbor(s), *Moshi, jishin nado ga atta toki ni, iroiro oshiete kudasai.*
(If there is ever something like an earthquake, please show me how to do things.)



- “Welcome to Miki City - Where the town is safe and secure”

This is a flyer about “disaster prevention,” - how to protect yourself from natural disasters. Check the homepage for more information. (English, Portuguese, Spanish, Chinese, Korean.)

<https://www.city.miki.lg.jp/soshiki/14/26155.html>



- “Disaster Preparedness Guide for Children and Parents”

This book contains everyday things we can do to prepare for the 7 natural disasters (earthquakes, tsunamis, typhoons, torrential rain, flooding, landslides, lightning, tornadoes) and points of caution for evacuation during them.

<https://www.hyogo-ip.or.jp/torikumi/tabunkakyose/guidemap.html>



2 - 2 Looking Up Information

(1) Hyogo Emergency Net (Hyogo E-Net)

Hyogo E-Net is a notification system that sends alerts with emergency information (earthquake, tsunami, and weather information) and evacuation information. Subscribers will receive email or app notifications with emergency, earthquake, tsunami, and weather information from Miki City and Hyogo Prefecture. <https://bosai.net/>



(2) [Safety Tips]

A smartphone application with earthquake and storm information.

○Android:

<https://play.google.com/store/apps/details?id=jp.co.rcsc.safetyTips.android>

○iPhone:

<https://apps.apple.com/jp/app/safety-tips/id858357174>



(3) You can also check earthquake and storm information here:

<https://www.jma.go.jp/jma/kokusai/multi.html>



2 - 3 Evacuating to a Safe Place

(1) When it seems that a disaster is about to occur, evacuate to a safe place immediately.

- If you do not know a safe place to move to, ask a Japanese person, *Doko ni nigetara ii desu ka?* (Where should I escape to?)
- If you do not know when to take shelter, say, *Nigeru toki o oshiete kudasai.* (Please tell me when we should evacuate.)
- Take essential items in a backpack or other bag that still lets you use both hands.
- Turn off the gas, heaters, burners before escaping to another place.

(2) Evacuation sites (for shelter during earthquakes and typhoons)

Miki City has designated evacuation sites for typhoons, earthquakes, and flooding. Many are community centers. Look up the closest one to your house and how to get there. If you do not know, inquire with the Risk Management division of the city hall.



Region	Evacuation Facility	Phone 
Miki	<small>み き し ちゅうおうこうみんかん</small> 三木市中央公民館 Mikishi Chuo community center	0794-82-2007
	<small>ふ くいこみゆにていせんたー</small> 福井コミュニティセンター Fukui community center	0794-82-7300
Miki – South	<small>み きみなみこうりゅう せん た ー</small> 三木南交流センター Miki minami koryu center	0794-83-1710
Bessho	<small>べっしょちょうこうみんかん</small> 別所町公民館 Besshocho community center	0794-82-0072
Shijimi	<small>しじみちょうこうみんかん</small> 志染町公民館 Shijimicho community center	0794-87-3814
Hosokawa	<small>ほぞかわちょうこうみんかん</small> 細川町公民館 Hosokawacho community center	0794-86-2059
Kuchiyokawa	<small>くちよかわちょうこうみんかん</small> 口吉川町公民館 Kuchiyokawacho community center	0794-88-0004
Jiyugaoka	<small>じゆう おかこうみんかん</small> 自由が丘公民館 Jiyugaoka community center	0794-85-4700
Midorigaoka	<small>みどり おかちょうこうみんかん</small> 緑が丘町公民館 Midorigaokacho community center	0794-85-7011
Aoyama	<small>あおやまこうみんかん</small> 青山公民館 Aoyama community center	0794-87-1300
Yokawa	<small>よかわちょうこうみんかん</small> 吉川町公民館 Yokawacho community center	0794-72-1577

2 - 4 Different Types of Natural Disasters

(1) Typhoons and Storms (Torrential Rain)

- Do not go outside during a typhoon. The strong winds can be dangerous.
- Stay away from rivers and the ocean because of rising water levels and tall waves.
- Avoid mountains and cliffs because the earth can become unstable and break apart.
- Flooding (rising and overflowing water levels) and landslides (crumbling ground) can occur.



- If you find yourself in a high-risk area for flooding or landslides, escape to a safe location as soon as you can.



(2) Earthquakes

Japan is a country with many earthquakes. Secure your shelves and drawers ahead of time so that they will not fall. Keep your room a safe place.

- If you are inside a building during an earthquake,
 - Take shelter under a table. Things falling from above and toppling shelves can endanger you.
 - Once the shaking has stopped, turn off the gas, heaters, and burners.
 - Heaters that have toppled during an earthquake can cause fires. If you are able to put out the fire yourself, do so with a fire extinguisher.
 - Before escaping outdoors, switch the breaker to “^{きり}切 (OFF)” to turn off your electricity.
- If you are outside,
 - Use your bag to protect your head from falling objects and move to a safe place.
 - Following an earthquake, buses and trains may stop running. Instead of hurrying back home, wait for a bit in a safe place. Many people heading home at the same time will lead to crowded streets and stations, which can also be dangerous.
- If you are driving,
 - Carefully park your car on the left side of the road and turn off the engine.
 - Without locking the doors, exit the car leaving the key in.
- If you are near the ocean or a river,
 - If an earthquake occurs in the ocean, there is a chance that a tsunami will follow. Distance yourself from the ocean and rivers and take shelter on higher ground.
 - You can also look for tsunami information on TV or on the internet.
 - If you are unsure, ask a Japanese person, *Tsunami wa daijoubu desu ka?* (Is the tsunami situation okay?)

○ Evacuating

- If you do not know a safe place to move to, ask a Japanese person, *Doko ni nigetara ii desu ka?* (Where should I escape to?)
- Do not go near cliffs. The cliff can collapse and crumble.
- When there is danger of tsunamis, distance yourself from the ocean and rivers and evacuate to higher ground.

○ After the earthquake

Do not light any fires. There is a chance that the pipes may have ruptured and the gas has leaked indoors.

(3) Contacting Friends and Family

If your calls are not connecting after an earthquake, use the cellular provider's service.

If you do not understand how to use it, tell a Japanese person, *Dengon daiyaru no kakekata o oshiete kudasai.* (Please teach me how to use Message Dial.)

○ Emergency Message Dial (NTT *Dengon* Dial)

By calling 171, you can listen to and leave voice messages.

NTT EAST <https://www.ntt-east.co.jp/saigai/voice171/>

NTT WEST <https://www.ntt-west.co.jp/dengon/>



○ Emergency Message Board (Web 171)

Here, you can leave a text message via computer or smartphone.

<https://www.web171.jp/web171app/topredirect.do>



○ Emergency Message Board Service (Mobile Phone)

Cellular service providers also have their own message boards.

NTT Docomo <http://degon.docomo.ne.jp/top.cgi> (Japanese)

<http://degon.docomo.ne.jp/Etop.cgi> (English)

KDDI (au) <http://degon.ezweb.ne.jp/>

Softbank / Y-Mobile <http://degon.softbank.ne.jp/>

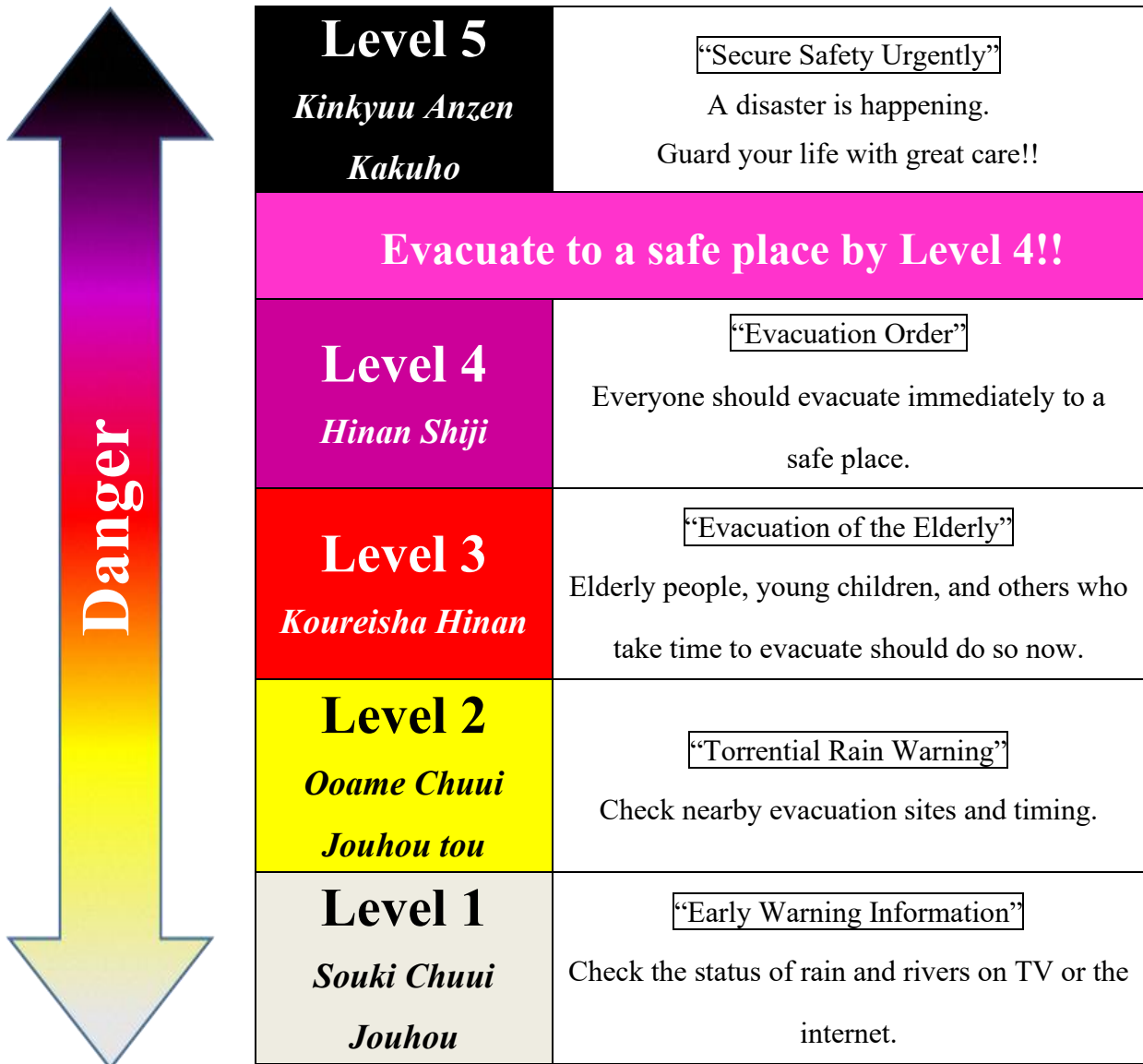


(4) [Evacuation Information] and [Emergency Alert Levels]

These are words that you will often see on TV and news during a natural disaster.

Evacuation Information Information about evacuation (escaping to a safe place)

Emergency Alert Levels 5 levels of danger when flooding or landslides are likely to occur, including weather and evacuation information.



About Miki City



Miki City is a town in Hyogo Prefecture with a population of about 72,000 people, rich in history, culture, and nature.

Located next to Kobe, Miki has been known as the “City of Hardware” since old times. The Sanyo, Chugoku, and Maizuru-Wakasa Expressways all pass through Miki, making it a very convenient place to live.

Miki is famous for “Miki Hardware,” a sake rice named, “Yamada Nishiki,” and its golf courses. “Miki Hardware” generally refers to tools that are used in construction. “Yamada Nishiki” is a type of rice used to make sake, Japanese rice wine. Using “Yamada Nishiki” to make sake can produce a truly delicious alcohol. Miki is also the home to the highest number of golf courses in all of western Japan.

Population:	71,974 people (as of 2026/03/31)
Area:	176.51km ²
Mergers:	Merged with the Town of Yokawa on 2005/10/24
Specialties:	Miki Hardware, <i>sake</i> rice “Yamada Nishiki,” grapes
Sightseeing & Tourism:	Miki Horse Land Park, Miki City Hardware Museum, Yamada Nishiki Museum, Yokawa Hot Spring “Yokatan,” Hyogo Prefectural Mikiyama Forest Park, Michi-no-Eki Miki
Events:	Miki Hardware Festival, <i>Mikki</i> Summer Festival, <i>Mikki Fureai</i> Marathon, <i>Yamada Nishiki</i> Festival, Bessho Public Spring Festival, Miki Ladies’ Golf Tournament



City Flag

The Miki City Logo:

The logo is made of 3 木 (tree) or き(ki) put together to make a heart that looks the same from 3 directions, representing heaven, earth, and humanity.



City Flower: Satsuki Azalea



City Tree: Japanese Pine



Names and Terms

English	日本語 (にほんご)	P
Foreign Resident Consultation Desk	外国人住民相談窓口(がいこくじんじゅうみんそうだんまどぐち)	1, 13
Residence Certificate	住民票 (じゅうみんひょう)	3
Notice of Moving In	転入届 (てんにゅうとどけ)	3, 4, 5
Marriage Certificate	婚姻証明書 (こんいんしょうめいしょ)	3
Birth Certificate	出生証明書 (しゅっしょうしょうめいしょ)	3
Residence Certificate Copy	住民票(じゅうみんひょう)の写 (うつ) し	6, 23
Notice of Moving Out	転出届 (てんしゅつとどけ)	4, 18
Change of Residence	転居届 (てんきよとどけ)	4
Marriage Registration	婚姻届 (こんいとどけ)	4
Affidavit of Competency to Marry	婚姻要件具備証明書 (こんいんようけんぐびしょうめいしょ)	4
Death Notice	死亡届 (しばうとどけ)	4
Death Diagnosis	死亡診断書 (しばうしんだんしょ)	4
Autopsy Report	死体検案書 (したいけんあんしょ)	4
Osaka Regional Immigration Bureau – Kobe Branch Office	大阪出入国在留管理局神戸支局 (おおさかしゅつにゅうこくざいりゅうかんりきよくこうべしきよく)	4, 23
Seal Registration	印鑑登録 (いんかんとうろく)	5
Seal Registration Application	印鑑登録申請書 (いんかんとうろくしんせいしょ)	5
Seal Registration Card	印鑑登録証 (いんかんとうろくしょう)	5
Seal Registration Certificate	印鑑登録証明書 (いんかんとうろくしょうめいしょ)	5, 6
Health Insurance Card	健康保険証 (けんこうほけんしょう)	6
Application for Issuance of the My Number Card	マイナンバーカード交付申請書 (まいなंबरカードこうふしんせいしょ)	6
Apartment Search Guidebook	部屋探しのガイドブック (へやさがしのがいどぶっく)	7
Guide to Looking for a Home	外国人 (がいこくじん) のための賃貸住宅入居の手引 (ちんたいじゅうたくにゅうきよのてびき)	7
Tax Office	税務署 (ぜいむしょ)	10, 11
Income Tax	所得税 (しょとくぜい)	10, 11
Tax Withholding	源泉徴収 (げんせんちょうしゅう)	10
Year-end Tax Adjustment	年末調整 (ねんまつちようせい)	10, 11
Payslip	給与明細 (きゅうよめいさい)	10, 11

English	日本語 (にほんご)	P
Tax Return	確定申告 (かくていしんこく)	10, 11
Income Tax Withholding Statement	給与所得 (きゅうよしょとく) の源泉徴収票 (げんせんちょうしゅうひょう)	10
Health Insurance	健康保険 (けんこうほけん)	11, 14 24
National Pension	国民年金 (こくみんねんきん)	11, 16 17, 18
Employee's Pension Insurance	厚生年金保険 (こうせいねんきんほけん)	11, 16 17, 18
Residence Tax	住民税 (じゅうみんぜい)	11
Special Withholding	特別徴収 (とくべつちょうしゅう)	11
Consumption Tax	消費税 (しょうひぜい)	12
Motor Vehicle Tax	自動車税 (じどうしゃぜい)	12
Light Motor Vehicle Tax	軽自動車税 (けいじどうしゃぜい)	12
Road Tax	自動車重量税 (じどうしゃじゅうりょうぜい)	12
Fixed Asset Tax	固定資産税 (こていしさんぜい)	12
Medical Insurance	医療保険 (いりょうほけん)	14, 18 22
National Health Insurance	国民健康保険 (こくみんけんこうほけん)	14
Latter-Age Elderly Healthcare System	後期高齢者医療制度 (こうきこうれいしゃいりょうせいど)	14, 15
Medical Subsidy for Children	子ども医療費助成 (こどもいりょうひじょせい)	14, 15 25
"Designated Activities" Visa for Reasons of Medical Stay	「特定活動」(とくていかつどう) の医療滞在 (いりょうたいざい) のための在留資格 (ざいりゅうしかく)	14, 15
Basic Pension Number Notice	基礎年金通知書(きそねんきんつうちしょ)	16
Japanese Pension Service (JPS) Office	年金事務所 (ねんきんじむしょ)	16
Category-1 Insured Persons	第1号被保険者 (だいいちごうひほけんしゃ)	17
Category-2 Insured Persons	第2号被保険者 (だいにごうひほけんしゃ)	17
Category-3 Insured Persons	第3号被保険者 (だいさんごうひほけんしゃ)	17
Akashi JPS Office	明石年金事務所 (あかしねんきんじむしょ)	17, 18
Elderly Basic Pension	老齢基礎年金 (ろうれいきそねんきん)	17
Disability Basic Pension	障害基礎年金 (しょうがいきそねんきん)	17, 18
Survivor's Basic Pension	遺族基礎年金 (いぞくきそねんきん)	17
Lump-Sum Death Payment	死亡一時金 (しぼういちじきん)	17

English	日本語（にほんご）	P
Widow's Pension	寡婦年金（かふねんきん）	17
Eldery Welfare Pension	老齡厚生年金（ろうれいこうせいねんきん）	18
Disability Welfare Pension	障害厚生年金（しょうがいこうせいねんきん）	18
Survivor's Welfare Pension	遺族厚生年金（いぞくこうせいねんきん）	18
Lump-Sum Withdrawal Payment	脱退一時金（だつたいいちじきん）	18
Long-Term Care Insurance	介護保険（かいごほけん）	18, 19
Child Welfare	児童福祉（じどうふくし）	19
Child Allowance	児童手当（じどうてあて）	19, 24
Child Dependent Allowance	児童扶養手当（じどうふようてあて）	19
Special Child Dependent Allowance	特別児童扶養手当（とくべつじどうふようてあて）	20
Welfare Allowance for Children with Disabilities	障害児福祉手当（しょうがいじふくしてあて）	20
Disability Welfare Services	障害福祉（しょうがいふくし）	20
Physical Disability Certificate	身体障害者手帳（しんたいしょうがいしゃてちょう）	20
Medical Rehabilitation Handbook	療育手帳（りょういくてちょう）	20
Mental Disability Certificate	精神障害者保健福祉手帳（せいしんしょうがいしゃほけんふくしてちょう）	20
Special Disability Allowance	特別障害者手当（とくべつしょうがいしゃてあて）	21
Welfare	生活保護（せいかつほご）	21
Low-Income Self-Reliance Support System	生活困窮者自立支援制度（せいかつこんきゅうしゃじりつしえんせいど）	21
Maternal and Child Health Handbook	母子健康手帳（ぼしけんこうてちょう）	22
Immunizations, Vaccinations	予防接種（よぼうせっしゅ）	22, 25
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