

University of Miyazaki

Student Safety Manual

July 2021 Edition

Table of Contents

- 1. Commuting 1
- 2. Classes, etc. 4
- 3. Extracurricular Activities 7
- 4. Response to Other Risks 10
- 5. Safety Confirmation System 13

Extracurricular activities: Club activities, Group activities (Circle), Challenge programs, Student Co-op activities, etc.

(Note)

[To students and graduate students]

This "Student Safety Manual" shows examples of matters to be noted and countermeasures, setting each scenario of various risks expected in college life.

Since there are many risks in college life in addition to those described herein, you should be self-conscious as a student of University of Miyazaki, act responsibly, and try to be able to control the risks by yourself to lead a good college life.

We hope this manual will help you lead a healthy and meaningful student life.

Additions and revisions will be made as necessary. If you have any queries, please contact the Student Services Division.

July 2021
Education Board, University of Miyazaki

1. Commuting

When you commute to and from school, whether on foot, or by bicycle, motorcycle, or car, you may meet with or cause an accident, so please be careful not to do so.

(1) Matters to be noted regardless of means of commuting

- Please have enough time to commute to and from school. If you are in a hurry, the risk of having an accident as failing to watch out increases.
- In the early morning, evening, night, and rainy weather, as the visibility would be poor, the risk of having an accident increases. Therefore, you need to be particularly careful.
- When feeling ill, you should refrain from driving a car, etc. because you would lose your attention and the risk of accidents would increase.

(2) Means of commuting recommended by the University

- As much as possible, please commute to and from school on foot, by bicycle, or by public transportation.

(3) Precautions for commuting on foot

- To cross the road, please use the nearest pedestrian crossing. If there is no pedestrian crossing nearby, please cross the road after adequately confirming the safety. Uncarefully crossing the road significantly increases the risk of accidents.
- In the early morning, evening, night and rainy weather, the visibility would be poor and the risk of accidents increases. Therefore, you need to be particularly careful. Try to reduce the risk by wearing brightly colored clothes or using night reflective materials.

(4) Precautions for commuting by bicycle

- Bicycles are regarded as light vehicles under the Road Traffic Act. Please drive safely according to the traffic rules such as road signs, stop signs and traffic lights.
- Even in the case of bicycles, drink-driving is subject to punishment. Never do that.
- When riding a bicycle, please check equipment of the bicycle for safety, including a brake, lights, a reflector, and tire pressure, etc.
- It is very dangerous to drive while opening an umbrella, wearing earphones or headphones, or looking at a smartphone. Never do that.
- Excessive speed not only increases the risk of injury to yourself, but also may cause fatal accidents to pedestrians. Please be careful not to drive too fast.
- Please turn on a headlight at night.
- From April 2021, Miyazaki Prefecture has imposed the obligation to take out Bicycle Liability Insurance, etc. in accordance with the "Miyazaki Prefecture Ordinance on Promotion of Safe and Proper Use of Bicycles". Please **purchase Bicycle Liability Insurance, etc.** just in case.
- Don't ride double (excluding the case of carrying a child on a special bicycle).

(5) Precautions for using public transportation

- Please cooperate in lining up when getting on public transportation. Acts such as pushing in line may cause injuries and you may be a party at fault.
- Please do not cross the front and back of a bus after getting off.
- When you are on board, please sit on a chair or hold on to a handrail or a strap while standing in anticipation of sudden stop.

(6) Precautions for commuting by motorcycle

- Please always keep in mind to drive safely in accordance with the Road Traffic Act.
- Never drink and drive. If you drive under the influence of alcohol, the University will take disciplinary action including school suspension and harsher punishments.
- Do not drive if you took medicine or feel sick.
- Driving a motorcycle too fast may lead to a serious accident that may affect your life. Please be very careful and try to drive at ease
- When riding a motorcycle, please check its equipment for safety such as a brake, lights, brake lamps, a blinker and rearview mirrors. Please make an effort to maintain the safety of the motorcycle by receiving periodic inspections by the specialized shop in addition to the legal inspection.
- Please purchase a helmet that fits your head. Fasten a chin strap as tightly as possible when wearing. If the helmet doesn't fit or the chin strap is loose, it may come off in a collision and can't protect your head.
- In addition to having the legal insurance, **please be sure to take out a voluntary insurance** just in case.
- Do not lend or borrow a motorcycle. Depending on the contents of the voluntary insurance, damages may not be covered. In addition, even if the compensation is paid, the insurance premium of the person who lent the motorcycle will rise from the next year, causing an economic burden. If by any chance you drive someone else's motorcycle, please take out a driver insurance individually.

(7) Precautions for commuting by car

- Please always keep in mind to drive safely in accordance with the Road Traffic Act.
- Never drink and drive. If you drive under the influence of alcohol, the University will take disciplinary action including school suspension and harsher punishments.
- Do not drive if you took medicine or feel sick.
- Please be careful not to drive too fast, and drive with enough distance between cars. The Road Traffic Act was amended on June 30, 2020 to establish the "driving obstruction charge". A person who committed violation such as not keeping enough distance between vehicles is subject to crackdowns and to be punished by imprisonment for not more than three years with revocation of driver's license. (Up to 5 years in the event of a significant traffic hazard)

- The implementation of daily inspection and maintenance is stipulated in laws and regulations as a user's obligation. Please carry out daily and periodical inspection and maintenance to prevent accidents from being caused by poor maintenance.
- A car is sometimes called a running weapon. When you drive a car, always keep calm and pay attention to pedestrians, bicycles and motorcycles, etc. In the event of an accident resulting in injury or death due to your own negligence, the University may take disciplinary action.
- In addition to joining the legal insurance, **please be sure to take out a voluntary insurance** just in case. Always make available contact information of the insurance company from which you purchased the voluntary insurance and its policy number when you drive.
- Let's not lend or borrow cars. It doesn't matter whether a car owner is in the car or not. Depending on contents of the voluntary insurance, damages may not be covered. In addition, even if the compensation is paid, the insurance premium of the person who lent the car will rise from the next year, causing an economic burden. If by any chance you drive someone else's car, please buy a driver insurance individually.

(8) Precautions in the event of causing an accident

If you are the party at fault, please deal with the accident in reference to the steps shown below:

- ① Confirm whether there are any injured persons, and if any, give first priority to rescue the injured persons. Take immediate actions depending on the degree of injury, such as moving the victim to a safe place or calling an ambulance. Rescue can be carried out more smoothly if you call people around you for support.
- ② Stop the car at a safe place and take measures to prevent danger using smoke flares and triangular signs.
- ③ Call the police.
- ④ Confirm and make a note of the other party's name, contact information, and address. If the other party is a car or a motorcycle, the negotiations will proceed smoothly if you ask for the license plate, contact information of the insurance company of the other party, and the policy number.
- ⑤ Organize the situation of the accident and contact your insurance company.

(Contents to report)

- Occurrence of a traffic accident
 - Name, address, and telephone number of policyholder and insured person
 - Insurance policy number
 - Date and time of the accident
 - Location of the accident
 - Cause and situation of the accident
 - Whether you reported the accident to the police or not
 - Degree of damage to both vehicles and degree of injury to both parties
 - Name of hospital for treatment and hospitalization
- ⑥ After handling of the accident by the police, giving aid to the injured, and contacting the insurance company, **report the situation of the accident to a teacher in charge (class teacher, instructor,**

etc.) of the University, a school registrar or a person in charge of students of the department to which you belong, or the Student Services Division. A quick and accurate report can be made by e-mailing the organized details of the accident to the teacher in charge, etc.

- ⑦ If you are a party at fault and the victim is hospitalized, visit the victim within 1 ~ 2 days after the accident. However, avoid staying too long and leave in about 5 to 10 minutes. In such cases, keep in mind to make conversation worrying about the other party's injury and avoid out-of-court settlement talks, etc. between the victim and you.
- ⑧ In the unlikely event that you become a party at fault and cause a fatal accident, you should go to the victim's funeral. It is also advisable to consider having a third party who can calmly deal with the situation, such as a lawyer, accompany you, as your attendance at the funeral may offend feelings of the bereaved.

(9) Precautions in the event of meeting with an accident

- If you become a victim, make the party at fault show driver's license, etc., and check and make a note of his/her name, address, contact information, car model and license plate. If he/she has a business card, it is good to get it.
- It is necessary to organize the situation of the accident and make a note so that you will not be disadvantageous in the out-of-court settlement talks at a later date. If there is a witness, it is also good to check if he/she can testify at a later date and ask for his/her contact information.
- Have the party at fault call the police. If he/she cannot do so, please call the police by yourself. Without an accident certificate issued by the police, it is more likely that you won't be able to claim damages.
- If the party at fault refuses to contact the police and requests an out-of-court settlement on site, it is important to contact the police instead of responding to the out-of-court settlement.
- If you feel any discomfort in your body, receive a diagnosis from a doctor whenever possible. Even if you think it is a minor injury, it may be found to be serious later.

(10) Others

There is always a risk of causing and meeting with traffic accidents when moving in addition to commuting. Therefore, please try to ensure traffic safety at any time including the time of commuting to or from school.

2. Classes, etc.

In addition to classes in the lecture room, classes of the University are conducted through various learning methods such as experiments, field work, and practical training at other institutions. Students need to be aware of the risks involved in these regular classes.

(1) Precautions at time of lectures, etc.

- Fire or earthquakes may occur during a class, so please check evacuation routes and evacuation sites on a regular basis. Please check the disaster prevention manual for details.

<http://gakumu.of.miyazaki-u.ac.jp/gakumu/images/bousaimanyual20150326manual.pdf>



disaster prevention manual

- Materials used in lectures are protected by the Copyright Act and other related laws and regulations. Please do not upload them to SNS, etc., as such acts may be subject to punishment or you may be sued for damage. The same applies to sending them by email.

However, in the case of remote class in the regular course of the University, if compensation has been paid, public transmission of those materials is permitted as long as they are sent only to instructors and students who take the course (from 2021, University of Miyazaki plans to pay the compensation).

- If you take a photo of the lecture and upload it to SNS without permission of the teachers or students in the picture, you may be sued for violating the portrait right. Therefore, please do not upload such photos without permission.

(2) Precautions for exercises and experiments, etc.

- Dangerous drugs and equipment may be used in exercises and experiments. Using them in the wrong way or in the wrong quantity may cause unexpected accidents. Please listen to the teacher's instructions and use them correctly.
- Wear the appropriate clothes to participate in exercises or experiments, following the instructions of the teacher.

(3) Precautions for off-campus training and fieldwork

Through off-campus training and fieldwork, you can experience and learn things that you can't learn only in a classroom. However, there are various risks involved in moving to a training site, etc. or during practical training and fieldwork. Please keep in mind the following points during the off-campus training and fieldwork:

- When you move to a training site or field, please ensure traffic safety as you do when commuting to or from school.
- When you conduct practical training or fieldwork at an organization other than the University (companies, municipalities, individuals, etc.), you would exchange memorandums and agreements with the other party on, for example, handling of compensation in case of injury or damage to objects. Therefore, please conduct the practical training, etc., after fully understanding their contents.
- Please wear clothes appropriate to contents of the training and field work.
- When a teacher is with you at the training site or field, follow the teacher's instructions, and when a teacher does not accompany you, follow the instructions of a manager or an instructor at the training site, etc., to ensure safety.
- When you go to practical training or field work, please be sure to take out Liability Insurance coupled with "Gakkensai" coverage (Gakkenbai), etc. in addition to Personal Accident Insurance

for Student Pursuing Education and Research (Gakkensai) in case of an accident or damage to objects.

3. Extracurricular Activities

Extracurricular activities provide opportunities to promote the development of a richer human nature through activities outside the regular curriculum, such as cultural, academic, and sports activities, as well as exchanges among students beyond faculties and grades. Please participate in extracurricular activities that suit you and have a fulfilling university life.

The extracurricular activities are conducted by students under their own initiative. Therefore, each student who participates in the extracurricular activities should take responsibility for taking care of his or her health and safety so as not to interfere with school work that is most important for students.

Contents of extracurricular activities vary depending on groups, and risks also vary depending on contents of activities.

Therefore, here are some examples of things to be aware of in the extracurricular activities. I would like to inform you that there may be additional safety considerations to implement depending on the activities.

(1) Safe and healthy extracurricular activities

There is always a risk of injury or accident in extracurricular activities. When conducting extracurricular activities, it is important to practice "safety first" with "sufficient preparation," "caution," and "reasonable planning," and to conduct "healthy" activities following the guidance and advice of a teacher in charge, an instructor, and a leader.

(2) Causes of injuries and accidents, etc.

The followings are main causes of injuries and accidents during extracurricular activities. Please be careful.

- ① Activities that are out of proportion to ability (matches with opponents who are too different in ability, plans disproportionate to physical strength, and activities inappropriate to ability).
- ② Lack of sleep, at time of fatigue, drinking, or poor physical condition, lack of preparation and knowledge, and violation of rules.
- ③ Accidents resulting from carelessness or error of judgment (wrong weather forecast, inadequate equipment, and poor judgment about degree of fatigue)
- ④ Forcibly carrying heavy objects.
- ⑤ Traffic accidents during an activity involving traveling.
- ⑥ Volunteer activities, etc. that are not based on one's own will or that are unreasonable.
- ⑦ In activities to operate machines and instruments, etc., you don't know the basic operation, the notification to the related organizations is forgotten, or unreasonable activities are forcibly carried out..
- ⑧ Inadequate storage/management and mishandling of hazardous chemicals such as poisonous substances and deleterious substances.
- ⑨ Infringement of copyright, etc.

(3) Actions to be taken to prevent injury and accident

- 1) Carry out activities under the guidance of a person who has sufficient knowledge of contents of the

activities.

- 2) Make sure to check your physical condition before starting activities. Do not participate if you feel ill. In addition, if realizing any abnormal changes in physical condition during the activity, immediately notify the instructor, etc. and discontinue the activity. Depending on the situation of the changes in physical condition, seek medical attention immediately.
- 3) Managers and instructors, etc. should strive to understand the health and physical condition of participants. Depending on the situation, the training menu should be reconsidered. Also, be sure to know where the AED is located and how to use it in case of emergency.
- 4) Failure of or damage to equipment, tools, or protective gear may cause injuries or accidents. Therefore, the equipment, tools, or protective gear to be used must be inspected before the activities.
- 5) Sufficiently warm up.
 - ① Stretch
 - ② Jogging
 - ③ Walking
 - ④ Warming-up exercises according to the activity
- 6) Reckless plans can cause injuries and accidents, so carry out with a reasonable activity plan.
- 7) Understand the rules correctly and follow them.
- 8) Carry out the activities, dressing appropriately for the activities and giving consideration to prevention of danger and hygiene.
- 9) Keep the length of hair and nails appropriate for contents of the activity.
- 10) For events requiring protective gear, etc., wear a helmet, a face guard, a protector, a breastplate, a headgear and a life jacket correctly.
- 11) Wear socks and shoes that are appropriate for a kind of games or events and fit your feet.
- 12) Do not wear accessories such as watches, rings, necklaces, and pierced earrings during activities that involve frequent contact.
- 13) Drink water appropriately.
- 14) Take appropriate measures against heat such as wearing a hat when working outdoors on days with strong sunlight.
- 15) Have attention and concentration when you are participating in activities. In addition, by warming up before performing activities, prepare mentally and psychologically to perform activities with mind and body as one.
- 16) Carry heavy objects such as equipment and musical instruments to use in cooperation with the reasonable number of people.
- 17) For aerial flight using a balloon, etc., the equipment (baskets, burners, indicators, fire extinguishers, drag ropes, etc.) should be inspected, flight plans should be reported to the control tower (airport), and meteorological conditions should be carefully monitored.

If there is a forecast of rainfall (including thunderstorms), snowfall, poor visibility, wind velocity of 4 m/s or more, or there is a forecast that is not suitable for flight, the flight should be cancelled.

- 18) For volunteer activities, you should voluntarily do activities that suit you. When



participating in disaster volunteer activities, please read the "Rules for Disaster Volunteer Activities" carefully before participating.

<http://www.miyazaki-u.ac.jp/gakubora/img/file88.pdf>

Knowledge of disaster volunteer

- 19) When traveling for a game or training camp, try to ensure traffic safety, observing traffic rules to avoid traffic accidents. When driving a car, do not force yourself to drive alone for a long time, take a break and take turns driving. Please see the section of "Commuting" for reference.
- 20) In activities that handle dangerous drugs such as deleterious substances and poisonous substances, etc., the deleterious substances and poisonous substances should be locked in a secure storage and thoroughly controlled, and the handling should be made known among the staff members to avoid incorrect handling.
- 21) In activities involving handling of copyrighted materials, please comply with the Copyright Act and relevant laws and regulations, and don't make copies of commercially available teaching materials, and musical scores, etc., to use them. In addition, when using teaching materials and images, etc., please obtain permission from the right holder.

(4) Emergency response

- 1) Join an insurance system according to contents of activities.
- 2) Acquire correct knowledge of necessary first aid in accordance with contents of activities. In addition, conduct training for accidents on a regular basis.
- 3) In preparation for an emergency, establish a communication network between club members and their families and share it with all members.
- 4) Have first-aid kits in place for activities where injuries are likely to occur.
- 5) Supervisors and instructors should know contact information of physicians available on holidays and emergency hospitals in preparation for any physical abnormalities of participants.
- 6) Prepare a safety manual in accordance with contents of activities.

* Refer to Safety and Security Guidelines of the University Sports Association (UNIVAS) when creating the safety manual.

<https://www.univas.jp/project/safety/guideline/>



UNIVAS Guidelines

- 7) In case of an accident during training, expedition, and training camp, etc., please inform any of the following contacts.

[Weekdays 8: 30 ~ 17: 15]

(Kibana Campus)

Student Life Support Section TEL: 0985-58-7135

Health Care and Security Center TEL 0985-58-3423

(Kiyotake Campus)

Department of Medical Education and Career Development, Faculty of Medicine TEL: 0985-85-9190

[Holidays and outside of business hours on weekdays]

Janitor's room (Outside of business hours) TEL: 0985-58-2894

(5) When facilities and equipment are defective or damaged

If there are any abnormalities in the facilities and equipment, etc., please inform any of the following contacts within business hours on weekdays, and do not use them until safety is confirmed.

[Contact information]

(Kibana Campus) Student Life Support Section TEL: 0985-58-7135

(Kiyotake Campus) Department of Medical Education and Career Development, Faculty of Medicine.

TEL 0985-85-9190

4. Response to Other Risks

(1) Cannabis and other illegal drugs

Drug abuse by students has become a serious social problem. At other universities, students have been arrested on suspicion of violating the Cannabis Control Act (possession, cultivation and transfer of cannabis plants, etc.). Drug abuse has a significant impact on your mind, life, and student life. Be aware of the horrors of drug abuse, resist temptation, and act with good sense.

(2) Crime prevention

- Suspicious persons have been reported in and around the University. If you actually suffer damage or witness it, please call the police immediately.
- Walking while listening to music is extremely dangerous because you do not notice not only cars and bicycles approaching but also suspicious people approaching. Please be careful not to be off guard with suspicious people.
- The Student Life Support Section lends crime prevention buzzers. If you need one, please contact the Student Life Support Section.
- Some suspicious people pretend to be a friend of students and try to get their personal information. Be careful not to give personal information about yourself or other students to strangers.
- If you upload personal information including your own on the Internet through SNS, you may be involved in an unexpected incident. When using SNS, etc., please be careful about the handling of personal information.

(3) Measures against Multilevel Marketing, etc.

① Sales like multilevel marketing

Have you ever been invited by friends or acquaintances to make a good profit?

In the multilevel marketing, members trick people into buying expensive accessories and health

foods, etc., and becoming a member, saying that they can get back margins if they introduce those products to someone, in order to increase the number of members.

Key point: "There is no easy lucrative business in this world!"

You should be careful so you won't end up shouldering only a debt after you failed to solicit as expected.

② Confidence game

You would be accosted on a downtown street, for example, "Do you have a moment?" or "Please just answer the questionnaire," etc., asked to go to a sales office or coffee shop, etc., and then, persuaded to sign up for products and services.

Key point: Have courage to refuse clearly and to ignore.

③ Fraudulent business luring people with fake winning ticket, etc.

Fraudsters contact you by phone or postcard, saying, for example, "You can receive lucky prizes, chosen by lottery", and then, call you to their sales office or a coffee shop to sell overseas trips, or English conversation materials, etc.

Key point: Refuse such fishy deals without being fooled by prizes.

④ Fraudulent business related to qualification acquisition, so-called "Samurai Business"

You would receive a phone call or a mail for aggressive soliciting which says, for example, "this will become a national qualification," and "If you take this course, you will be able to obtain the qualification easily."

Key point: Think well about whether you need that qualification, and if you don't, "clearly decline."

⑤ Name-lending

Asked by a close friend, you lend your name for a credit card contract. Although the friend says, "I won't bother you," a credit company would bill you.

Point: A person who lent a name is deemed to be a party to a contract, and will have to make payment.

Never lend your name!

⑥ Door-to-door sales

Salesperson visits your apartment, etc. to sell goods and make a contract for maintenance of housing equipment.

Point: Don't sign up right away, but think well and clearly decline.

(4) Response to malicious sales using the Internet and mobile phones

① Pyramid scheme

On the Internet, money games called "pyramid scheme" are spreading, in which people solicit others with advertising phrases such as "Just by transferring some 1,000 yen to several bank accounts on the list, deleting the top person on the list, creating a new list with your name and account added, and sending it to many people by e-mail, etc., you can increase the number of members one after another and get a lot of money from them." As such systems are legally prohibited, be careful not to be involved in such a system, fooled by the phrases.

② Internet auction fraud

The problem with Internet auctions and Internet shopping, etc., is that each other's identity cannot be verified. Especially in cases of prepayment, there are cases where the item does not arrive even though the payment was already remitted. Be careful!

③ One-click fraud

When you connect to the Internet and click to watch a movie or access an adult site, the screen of "Registration" or "Registration Complete" may appear, and you may be billed a large amount. Be careful not to be swindled by useless clicks.

④ Precautions for using the Internet

- Be very careful about managing your ID and password.
- For credit card payment, please check the security and do not send the credit card number without a thought.
- Do business with a reliable trader. Especially for transactions between individuals, please make sure to confirm the identity of the other party.
- Don't click "Yes" easily when checking contents of the contract. It is important to check the contents thoroughly.

(5) Other fraudulent business practices

Please be very careful because there are many problematic sales methods in addition to the above.

In the unlikely event that you become involved in such frauds, you may withdraw your application in writing or cancel a contract within a certain period of time under the "cooling-off system.". (However, please note that the cooling off may not be possible in some cases, for example, when you already used consumables such as cosmetics.)

Consumer Affairs Centers have been established in each prefecture to provide advice on such vicious business practices. In Miyazaki Prefecture, the Centers have been established in Miyazaki City (Miyazaki Consumer Affairs Center 0985-25-0999 Monday - Saturday 9: 00 to 17:00), Miyakonojo City and Nobeoka City. In the University of Miyazaki, the Student Services Division (Student Counseling Room) provides consultation.

(6) Stalking cases

Stalking is an act of repeating and continuing the eight conducts shown below for a specific person or his/her family or friends, etc. for the purpose of satisfying;

- feelings of affection, such as romantic feelings
 - feelings of resentment that the above feeling were not satisfied.
1. Act of stalking, ambushing, barging into or prowling
 2. Act of informing that the person is watching
 3. Act of requesting something which is not mandatory, such as meeting or seeing each other
 4. Outrageous behavior
 5. Silent phone calls, or successive phone calls, frequent transmission of facsimiles, e-mails, SNS, etc.
 6. Sending of filth, etc.
 7. Defamation
 8. Invasion of sexual sense of shame

Stalkers have the risk of escalating their activities and developing into heinous crimes such as murder. If you think you've been stalked, don't hesitate to consult the police immediately.

In case of emergency, dial 110 immediately.

Consultation is available 24 hours a day.

First of all, call a police station or the Miyazaki Prefectural Police Headquarters 0985-26-9110 (Speed Dial # 9110).

Also, there is a possibility that you become an assailant of stalking while not aware of it. It's possible that acts you're not particularly aware of may be interpreted as stalking. If you think you're making him/her feel disgusted or scared, please respect the feelings of the other party and stop such acts.

5. Safety confirmation system

The University of Miyazaki has introduced a safety confirmation system to confirm the safety and status of students and to give appropriate instructions in times of disaster (natural disasters such as typhoons, earthquakes, and eruptions, and man-made disasters) and emergencies (ballistic missile information (information concerning the protection of citizens)).

Students who have not registered their contact information with the safety confirmation system should register immediately.

▼ Safety confirmation system login page

<https://www.e-kakushin.com/login/>



Safety confirmation system Login page

- See the "Pocket Manual for Safety Confirmation System" distributed separately for how to register your contact information.

http://www.of.miyazaki-u.ac.jp/~kikaku/ampi/shiryuu/top/10_pocketmanual.pdf



Safety confirmation system pocket manual