

---

# **Safety Confirmation Service**

## **User Manual**

---

2nd Edition

September 5, 2017

## Overview of Safety Confirmation Service

Safety Confirmation Service automatically sends safety confirmation e-mails to the users in the event of a disaster, so that the company can check the safety of its employees and collect data.

Safety confirmation e-mails can be also sent through the administrator's operation.

This service makes it possible for the administrator to distribute instructions via e-mail based on the collected data, helping realize communication between relevant parties and quick response.

In addition, it provides a bulletin board specially designed for family use where employees check the safety of their families (only when the user company contracted with the family safety confirmation feature).

Before using Safety Confirmation Service, read this manual carefully.

## Description of Safety Confirmation Service Features

### ■ Replying to safety confirmation e-mails

When a disaster occurs, you can send information about your safety to the user company.

See "3. Replying to Safety Confirmation or Emergency Call" (P.14).

### ■ Checking the safety of your family

(\* Only when the family safety confirmation feature is contracted)

When a disaster occurs, you can check the safety of your family.

See "4.Using the Family Board" (P.18).

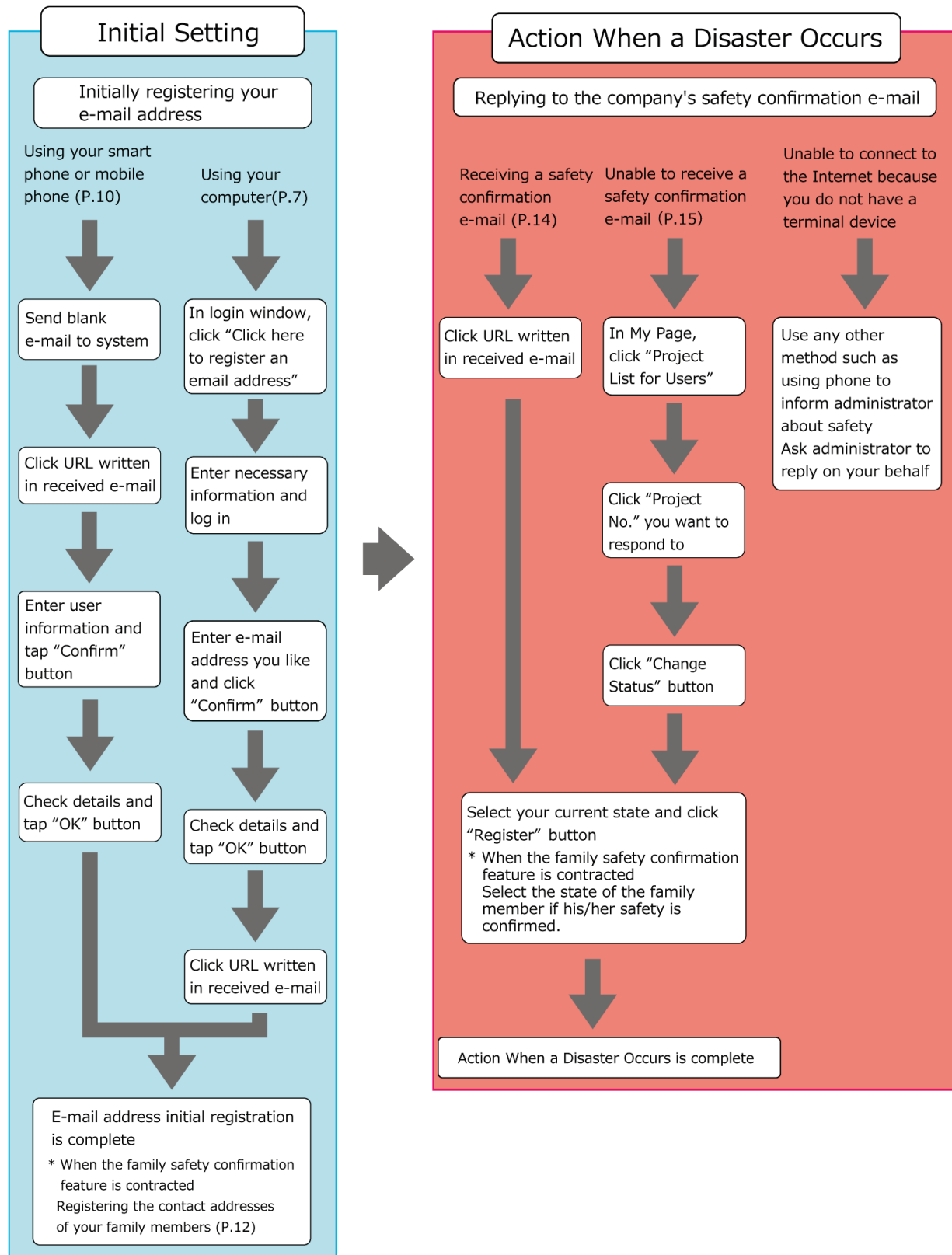
### ■ Checking crisis information

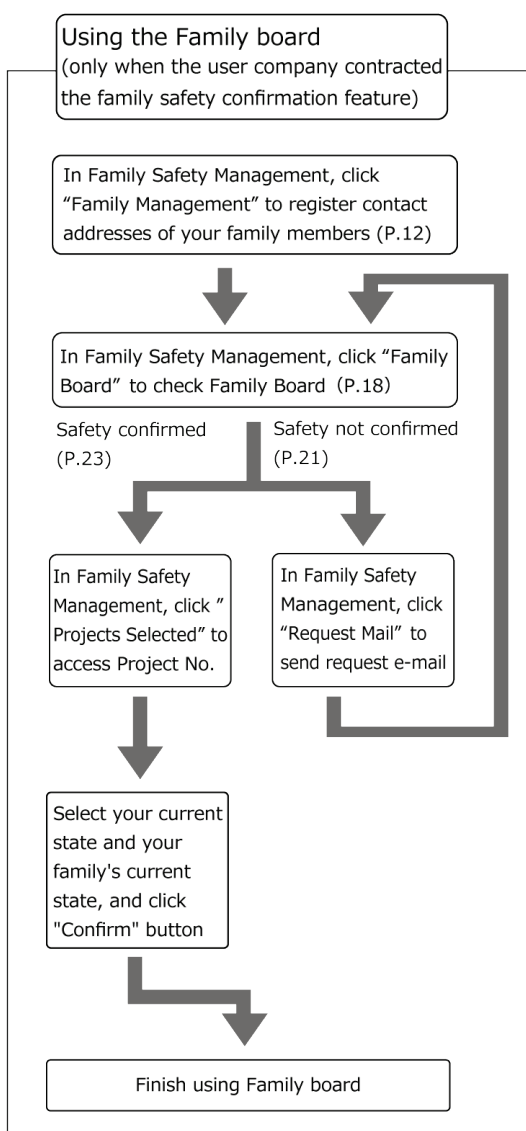
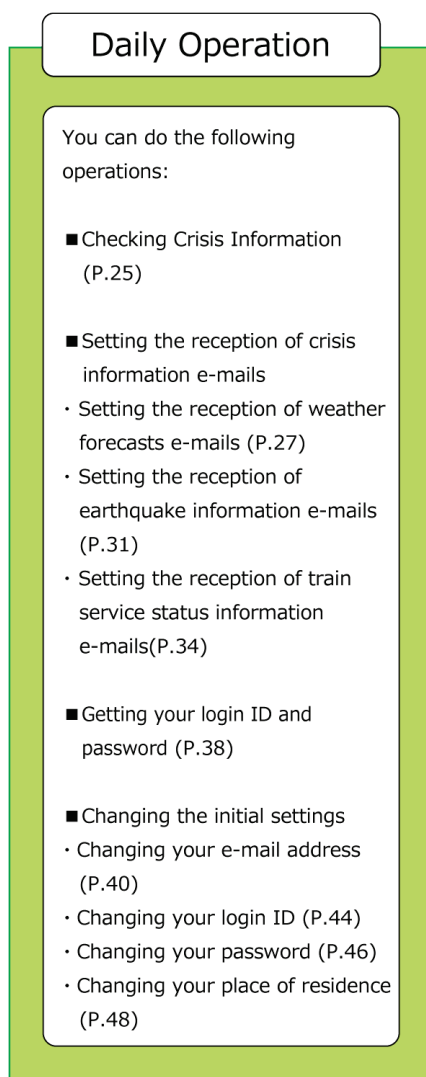
You can check crisis information, which is sent via e-mail based on the settings made in advance, such as earthquake information, weather alerts, tsunami warnings, evacuation information, and train status information.

See "5. Checking Crisis Information" (P.25).

## Operation Flow

This manual consists of three parts - "Initial Setting," "Action When a Disaster Occurs," and "Daily Operation."





## Contents

|                                                                                                   |    |
|---------------------------------------------------------------------------------------------------|----|
| Overview of Safety Confirmation Service .....                                                     | 2  |
| Description of Safety Confirmation Service Features .....                                         | 2  |
| Operation Flow .....                                                                              | 3  |
| Contents.....                                                                                     | 5  |
| How to Log in to the Service.....                                                                 | 6  |
| Initial Setting .....                                                                             | 7  |
| 1. Initially Registering Your E-Mail Address .....                                                | 7  |
| 1-1. Using your computer to make initial registration.....                                        | 7  |
| 1-2. Using your smart phone or mobile phone to make initial registration .....                    | 10 |
| 2. Registering the Contact Addresses of Your Family Members .....                                 | 12 |
| Action When a Disaster Occurs .....                                                               | 14 |
| 3. Replying to Safety Confirmation or Emergency Call.....                                         | 14 |
| 3-1. When receiving an e-mail requesting a reply to safety confirmation or emergency call ...     | 14 |
| 3-2. When unable to receive an e-mail requesting a reply to safety confirmation or emergency call | 15 |
| 4.Using the Family Board .....                                                                    | 18 |
| 4-1. Using the Family Board (viewing and write).....                                              | 18 |
| 4-2. Sending a request mail.....                                                                  | 21 |
| 4-3. Reporting the state of your family .....                                                     | 23 |
| Daily Operation.....                                                                              | 25 |
| 5. Checking Crisis Information .....                                                              | 25 |
| 6. Setting the reception of crisis information e-mails .....                                      | 27 |
| 6-1. Setting the reception of weather forecasts e-mails.....                                      | 27 |
| 6-2. Setting the reception of earthquake information e-mails .....                                | 31 |
| 6-3. Setting the reception of train service status information e-mails .....                      | 34 |
| 7. Getting Your Login ID and Password.....                                                        | 38 |
| 8. Changing the Initial Settings .....                                                            | 40 |
| 8-1. Changing your e-mail address .....                                                           | 40 |
| 8-2. Mail delivery confirmation .....                                                             | 42 |
| 8-3. Changing your login ID.....                                                                  | 45 |
| 8-4. Changing your password.....                                                                  | 47 |
| 8-5. Changing your place of residence .....                                                       | 49 |
| 8-6. Confirmation of user information.....                                                        | 51 |

## How to Log in to the Service

1

### Access the system.

<http://bcp.myrescue.net/anpi/usr>

2

Crisis Information Delivery System 日本語

Enter your Client code, Login ID, and Password.

Client code  
Login ID  
Password

Login Cancel

[Click here to use encrypted communication \(https\)](#)  
[If you have forgotten your Login ID or Password, click here](#)  
[Click here to register an email address](#)

### Log in.

To use the system, you must log in first.

- ① Enter information for "Client code", "LoginID", and "Password".
- ② Click the "Login" button.

#### TIPS

<Information required for logging in>

Client code: Information for identifying the user organization

Login ID: Information for identifying the user

Password: Log in password for the user

\* If you do not know your login ID or password, see "7. Getting Your Login ID and Password" (P.38).

3

株式会社安否 Standard Enlarge 日本語

My Page JohnSmith has logged.

- News from Operators
- Crisis Information
- Settings
- User Project List
- Family Safety Management

Logout

### My Page is displayed.

After you log in, my page appears.

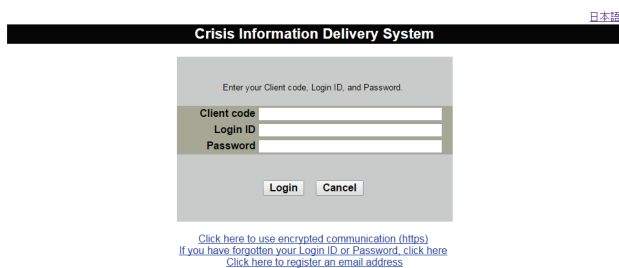
## Initial Setting

### 1. Initially Registering Your E-Mail Address

First, register your e-mail address.

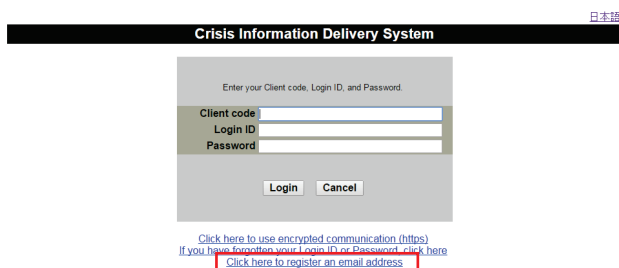
You can make initial registration by using your computer or smart phone/mobile phone.

#### 1-1. Using your computer to make initial registration

**1**

**Access the login window.**

<http://bcp.myrescue.net/anpi/usr>

**2**

**Click "Click here to register an email address".**

3

日本語

**Crisis Information Delivery System**

**Initial Email Address Registration**

Enter your Client code, Login ID, and Password.

|             |                          |
|-------------|--------------------------|
| Client code | <input type="text"/>     |
| Login ID    | <input type="text"/>     |
| Password    | <input type="password"/> |

[Click here to use encrypted communication \(https\) To the login screen](#)

Enter information for "Client code", "Login ID", and "Password", and click the "Login" button.

## TIPS

<Information required for logging in>

Client code: Information for identifying the user organization

Login ID: ID specially for registration of the e-mail address provided to the user company

Password: Password specially for registration of the e-mail address provided to the user company

4

日本語

**Initial Email Address Registration**

**Send Initial Email Address Registration Mail**

Thank you for using the Crisis Information Delivery System.  
Please complete the following required items.  
An email providing instructions about registration will be sent to the address provided.

[For users using a junkmail filtering function]  
Please allow emails from the "myrescue.net" domain.

|                          |                      |
|--------------------------|----------------------|
| Number*                  | <input type="text"/> |
| Name*                    | <input type="text"/> |
| Email address*           | <input type="text"/> |
| Email address (confirm)* | <input type="text"/> |

Enter information for "Number", "Name", "Email address", and "Email address (confirm)", and click the "Confirm" button.

## TIPS

<Information required for e-mail address registration>

Number: User number registered in the system in advance

Name: User name registered in the system in advance

E-mail address: E-mail address to be registered

\* For the number, contact the administrator in the user company.

5

日本語

**Initial Email Address Registration**

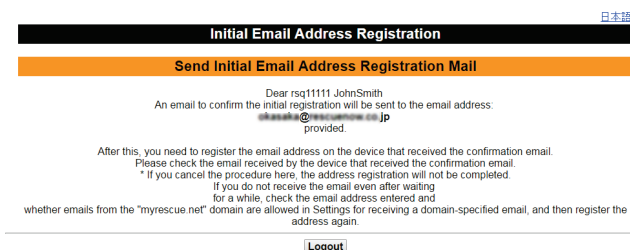
**Send Initial Email Address Registration Mail**

Dear rsq11111 JohnSmith  
An email confirming initial registration will be sent to the address:  
[rsq11111@rescueforce.co.jp](mailto:rsq11111@rescueforce.co.jp)  
provided.

[For users using a junkmail filtering function]  
Please allow emails from the "myrescue.net" domain.

Check the typed details and click the "OK" button.

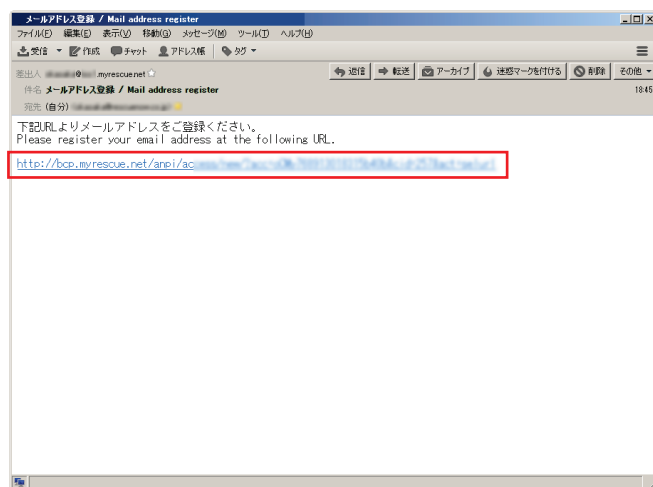
## 6



## Receive a registration confirmation e-mail.

A registration confirmation e-mail is sent from the system.

## 7

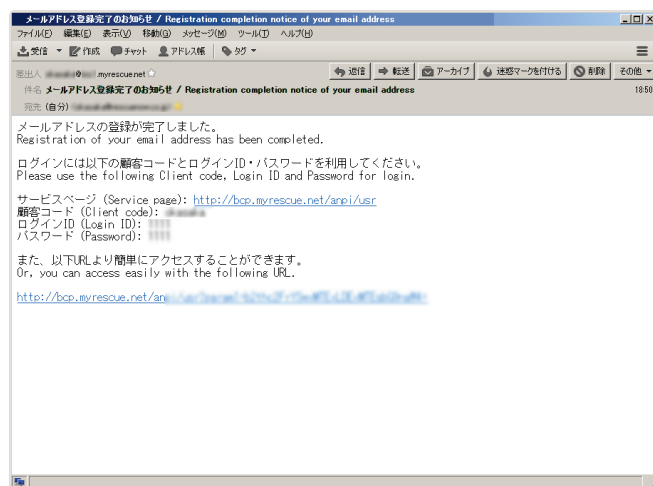


## Click the URL written in the e-mail.

### Caution

<If a confirmation e-mail is not received>  
The reception of a confirmation e-mail may be denied by such a setting as spam reception denial provided by the mobile phone carrier. In the e-mail reception settings, register the sender domain or e-mail address to enable reception (such as specifying and permitting the reception of e-mails), and make registration again.  
\*The sender domain is indicated in the center of the "Initial Email Address Registration" window in step 5.

## 8



## Receive a registration completion e-mail.

Check the registered details.

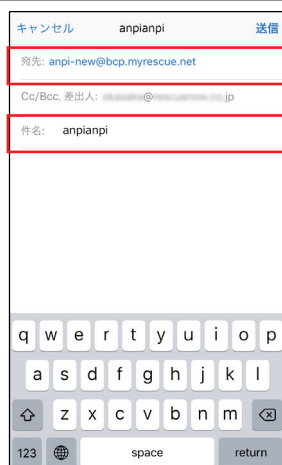
Then, the e-mail address registration process is completed.

### TIPS

Register the URL written in the registration completion e-mail into favorites, and you can log in easily next time.

## 1-2. Using your smart phone or mobile phone to make initial registration

1


**Send an e-mail.**

Send the following information via e-mail from your smart phone or mobile phone.

|             |                                                                |
|-------------|----------------------------------------------------------------|
| Destination | anpi-new@bcp.myrescue.net                                      |
| Subject     | Client code<br>(Number of the Client code used for logging in) |

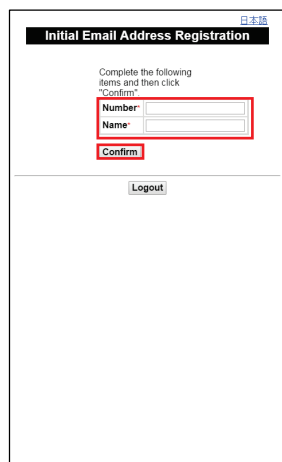
2



**A registration confirmation e-mail is dispatched from the system.**

**Receive that e-mail and tap the URL link.**

3



**Enter information for "Number" and "Name", and tap the "Confirm" button.**

**TIPS**

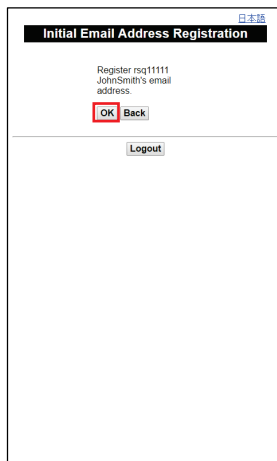
<Information required for e-mail address registration>

Number: User number registered in advance

Name: User name registered in advance

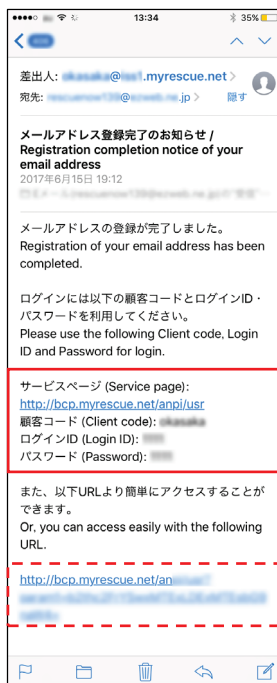
\* For the number, contact the administrator in the user company.

4



Check the registered details and tap the "OK" button.

5



Receive a registration completion e-mail.

Check the registered details.

Then, the e-mail address registration process is completed.

#### TIPS

Register the URL written in the registration completion e-mail into favorites, and you can log in easily next time.

## 2. Registering the Contact Addresses of Your Family Members

\* Only when the user company contracted with the family safety confirmation feature

You can use a bulletin board to check the safety of your family in emergencies.

Register the contact addresses of your family members first.

1



Log in.

<http://bcp.myrescue.net/anpi/usr>

TIPS

<Information required for logging in>  
Client code: Information for identifying the user organization  
Login ID: Information for identifying the user  
Password: Log in password for the user  
\* If you do not know your login ID or password, see "7. Getting Your Login ID and Password" (P.38).

2



Click the "Family Safety Management".

TIPS

If your company does not contract the family safety confirmation feature, "Family Safety Management" is not displayed in the menu.

3



Click "Family Management".

## 2. Registering the Contact Addresses of Your Family Members

4

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

### Family Management

| Name                            | Email address        |
|---------------------------------|----------------------|
| <input type="checkbox"/> David  | David@tamkasaika.com |
| <input type="checkbox"/> Lisa   | Lisa@tamkasaika.com  |
| <input type="checkbox"/> Rikako | Rikako@tamkasaika.jp |
| <input type="checkbox"/>        |                      |
| <input type="checkbox"/>        |                      |

(3 / 10 registered)

Prev 1 2 Next

**Update** Delete Password Notification Cancel

Update, deletion, or password notifications will be sent for the lines that are checked.  
(Entering or changing lines that are not checked will be ignored.)

[To Menu](#)

Logout

Enter information for "Name" and "Email address" for each family member, and click the "Update" button.

Select the check box for the family member to register or change.

### TIPS

- A maximum of 10 e-mail addresses of your family can be registered.
- To send login information for the family safety service to your family, click the "Password Notification" button.

5

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

### Family Management

The following user(s) will be updated.

| Name   | Email address        |
|--------|----------------------|
| David  | David@tamkasaika.com |
| Lisa   | Lisa@tamkasaika.com  |
| Rikako | Rikako@tamkasaika.jp |

**Run** Cancel

[To Menu](#)

Logout

Check the registered details and click the "Run" button.

6

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

### Family Management

| Name                            | Email address        |
|---------------------------------|----------------------|
| <input type="checkbox"/> David  | David@tamkasaika.com |
| <input type="checkbox"/> Lisa   | Lisa@tamkasaika.com  |
| <input type="checkbox"/> Rikako | Rikako@tamkasaika.jp |
| <input type="checkbox"/>        |                      |
| <input type="checkbox"/>        |                      |

(3 / 10 registered)

Prev 1 2 Next

**Update** Delete Password Notification Cancel

Update, deletion, or password notifications will be sent for the lines that are checked.  
(Entering or changing lines that are not checked will be ignored.)

[To Menu](#)

Logout

Check the registered family information.

Then, the family contact address registration process is completed.

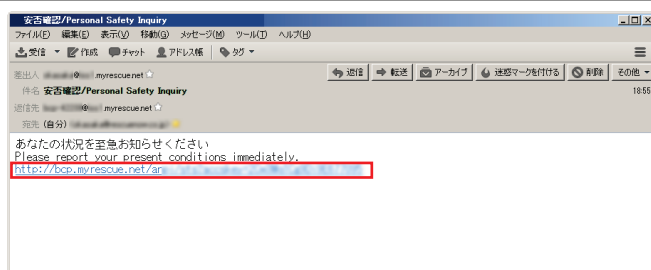
## Action When a Disaster Occurs

### 3. Replying to Safety Confirmation or Emergency Call

In emergencies such as when a disaster occurs, send your safety information to the user company. Your safety information can be sent either by replying to a safety confirmation e-mail from the company or by logging in to the system on your own to reply.

#### 3-1. When receiving an e-mail requesting a reply to safety confirmation or emergency call

1



Click the URL in the received safety confirmation e-mail.

2

A screenshot of a web form titled 'Status Registration'. It contains a date and time stamp, a language selector, and a section for selecting a status. The status options are: 'A: I am safe and I can go to the designated place.', 'B: I am safe but I cannot go to the designated place.', and 'C: Due to injury etc., I cannot go to the designated place.' Below this is a 'Comment' text area. Further down is a 'Family Safety Inquiry' section with options 'A: My family is safe.', 'B: I do not confirm all yet.', and 'C: I can not get in touch with my family so far.' At the bottom is a 'Register' button, which is highlighted with a red rectangular box.

Select and enter the current state of yourself, and click the "Register" button.

The state options differ depending on the project.

#### TIPS

<When the family safety confirmation feature is contracted>

-In "Family Safety Management", also select the state of family.

-If you reply Emergency Call, family safety confirmation selection is not displayed in the menu.

3

A screenshot of the 'Status Registration' form after completion. It shows the selected status 'A: I am safe and I can go to the designated place.' and a 'Registered' message. Below this is a 'Family Safety Inquiry' section with the option 'B: I do not confirm all yet.' and a 'To My Page' link.

The status registration process is completed.

### 3. Replying to Safety Confirmation or Emergency Call

### 3-2. When unable to receive an e-mail requesting a reply to safety confirmation or emergency call

## 3-2. When unable to receive an e-mail requesting a reply to safety confirmation or emergency call

1

**Crisis Information Delivery System** 日本語

Enter your Client code, Login ID, and Password.

|             |                          |
|-------------|--------------------------|
| Client code | <input type="text"/>     |
| Login ID    | <input type="text"/>     |
| Password    | <input type="password"/> |

[Click here to use encrypted communication \(https\)](#)  
[If you have forgotten your Login ID or Password, click here](#)  
[Click here to register an email address](#)

Log in.

<http://bcp.myrescue.net/anpi/usr>

#### TIPS

<Information required for logging in>

Client code: Information for identifying the user organization

Login ID: Information for identifying the user

Password: Log in password for the user

\* If you do not know your login ID or password, see "7. Getting Your Login ID and Password" (P.38).

2

**株式会社安否** Standard Enlarge 日本語

JohnSmith has logged.

**My Page**

- News from Operators
- Crisis Information
- Settings
- User Project List**
- Family Safety Management

Click "User Project List".

3

**株式会社安否** Standard Enlarge 日本語

JohnSmith has logged.

**Project List for Users**

Projects currently being published / aggregated

| Project No. | Project start date and time | Subject                               | Type                         | Sender             | Family status |
|-------------|-----------------------------|---------------------------------------|------------------------------|--------------------|---------------|
| 00023       | 2016/09/27 16:23            | 安否確認/Personal Safety Inquiry          | Safety Confirmation          | rsq11111 JohnSmith | B             |
| 00028       | 2016/09/05 11:32            | 安否確認/Personal Safety Inquiry          | Safety Confirmation          | rsq11111 確認太郎      | Not reported  |
| 00026       | 2016/08/31 11:58            | 安否訓練/Training Personal Safety Inquiry | Safety Confirmation training | rsq11111 JohnSmith | Not reported  |
| 00024       | 2016/08/31 11:57            | 非常発生/Emergency Summons                | Emergency call               | rsq11111 JohnSmith | Not reported  |
| 00023       | 2016/08/31 11:57            | 安否確認/Personal Safety Inquiry          | Safety Confirmation          | rsq11111 JohnSmith | B             |
| 00022       | 2016/08/30 15:26            | 安否確認                                  | Safety Confirmation          | rsq11111 確認太郎      | B             |
| 00021       | 2016/08/24 16:44            | 安否確認                                  | Safety Confirmation          | rsq11111 確認太郎      | Not reported  |
| 00019       | 2016/08/24 16:42            | 安否確認                                  | Safety Confirmation          | rsq11111 確認太郎      | Not reported  |
| 00018       | 2016/08/24 16:42            | 安否確認                                  | Safety Confirmation          | rsq11111 確認太郎      | Not reported  |
| 00017       | 2016/08/24 16:42            | 安否確認                                  | Safety Confirmation          | rsq11111 確認太郎      | Not reported  |
| 00016       | 2016/08/24 16:41            | 安否確認                                  | Safety Confirmation          | rsq11111 確認太郎      | Not reported  |
| 00015       | 2016/08/24 16:41            | 非常発生/〇〇工場事故に伴う対応チーム派遣                 | Emergency call               | rsq11111 確認太郎      | Not reported  |
| 00014       | 2016/08/24 16:39            | 安否訓練/平成28年度社内防災訓練                     | Safety Confirmation training | rsq11111 確認太郎      | Not reported  |
| 00011       | 2016/08/24 16:35            | 非常発生/緊急対応事業功発生                        | Emergency call               | rsq11111 確認太郎      | Not reported  |
| 00008       | 2016/08/24 16:14            | 安否訓練                                  | Safety Confirmation training | rsq11111 確認太郎      | Not reported  |
| 00007       | 2016/08/24 16:14            | 安否訓練                                  | Safety Confirmation training | rsq11111 確認太郎      | Not reported  |
| 00004       | 2016/08/24 16:13            | 非常発生                                  | Emergency call               | rsq11111 確認太郎      | Not reported  |
| 00003       | 2016/08/24 16:12            | 非常発生                                  | Emergency call               | rsq11111 確認太郎      | Not reported  |
| 00002       | 2016/08/24 16:12            | 安否確認                                  | Safety Confirmation          | rsq11111 確認太郎      | Not reported  |
| 00001       | 2016/08/23 14:06            | 安否確認                                  | Safety Confirmation          | rsq11111 確認太郎      | Not reported  |

(Total: 20)

[To My Page](#)

Click the "Project No." of the project you respond to.

### 3. Replying to Safety Confirmation or Emergency Call

### 3-2. When unable to receive an e-mail requesting a reply to safety confirmation or emergency call

4

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

Project List for Users

| User Status |      |            |      |           |           |        |
|-------------|------|------------|------|-----------|-----------|--------|
| Number      | Hub  | Department | Post | Name      | Residence | Status |
| rsq11111    | 東京本社 | 営業本部営業部    | 部長   | JohnSmith | 千葉県船橋市    | A      |

Back

Change Status

Status History

From Administrator From user As of 2016/09/27 16:25

| Date and time  | Content                                                                                                   | Status |
|----------------|-----------------------------------------------------------------------------------------------------------|--------|
| 16/09/27 16:24 | 安全確認(Personal Safety Inquiry)                                                                             | A      |
| 16/09/27 16:23 | 安全確認(Personal Safety Inquiry)<br>あなたの状況を至急お知らせください。<br>Please report your present conditions immediately. |        |

To My Page

Logout

Click the "Change Status" button.

5

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

Project List for Users

Project start date and time: 2016/09/27 16:23:00

Subject: 安全確認(Personal Safety Inquiry)

Status Selection

☒ A: I am safe and I can go to the designated place.  
☐ B: I am safe but I cannot go to the designated place.  
☐ C: Due to injury etc., I cannot go to the designated place.

Family safety:  
☐ A: My family is safe.  
☒ B: I do not confirm all yet.  
☐ C: I can not get in touch with my family so far.

Confirm

Back

To My Page

Logout

Select and enter the current state of yourself, and click the "Confirm" button.

The state options differ depending on the project.

#### TIPS

<When the family safety confirmation feature is contracted>

-In "Family Safety Management", also select the state of family.

-If you reply Emergency Call, family safety confirmation selection is not displayed in the menu.

6

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

Project List for Users

Project start date and time: 2016/09/27 16:23:00

Subject: 安全確認(Personal Safety Inquiry)

Status Selection

A: I am safe and I can go to the designated place.

Family safety:  
B: I do not confirm all yet.

Register Back

Back

To My Page

Logout

Check the registered details and click the "Register" button.

### 3. Replying to Safety Confirmation or Emergency Call

### 3-2. When unable to receive an e-mail requesting a reply to safety confirmation or emergency call

7

株式会社安否 Standard Enlarge 日本語 JohnSmith has logged.

[Project List for Users](#)

**User Status**

| Number   | Hub  | Department | Post | Name      | Residence | Status                          |
|----------|------|------------|------|-----------|-----------|---------------------------------|
| rsq11111 | 東京本社 | 営業本部営業部    | 部長   | JohnSmith | 千葉県船橋市    | A <a href="#">Change Status</a> |

[Back](#)

**Status History**

From Administrator [From user](#) As of 2016/09/27 16:26

| Date and time  | Content                                                                                                   | Status |
|----------------|-----------------------------------------------------------------------------------------------------------|--------|
| 16/09/27 16:26 |                                                                                                           | A      |
| 16/09/27 16:24 |                                                                                                           | A      |
| 16/09/27 16:23 | 安否確認(Personal Safety Inquiry)<br>あなたの状況を至急お知らせください。<br>Please report your present conditions immediately. |        |

[To My Page](#)

[Logout](#)

The state registration process is completed.

## 4.Using the Family Board

\* Only when the user company contracted with the family safety confirmation feature

In emergencies such as when a disaster occurs, check the safety of your family. The safety of your family can be checked by using the Family Board or sending a request e-mail to your family.

### 4-1. Using the Family Board (viewing and write)

1

**Log in.**

<http://bcp.myrescue.net/anpi/usr>

#### TIPS

<Information required for logging in>

Client code: Information for identifying the user organization

Login ID: Information for identifying the user

Password: Log in password for the user

\* If you do not know your login ID or password, see "7. Getting Your Login ID and Password" (P.38).

2

**Click the "Family Safety Management".**

3

**Click "Family Board".**

4

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

**Family Board (View)**

[Write New](#)

| Registrant: JohnSmith | Registered date and time: 2016/09/30 16:45                               |
|-----------------------|--------------------------------------------------------------------------|
| Status: A             | I'm OK                                                                   |
| Registrant: JohnSmith | Registered date and time: 2016/09/30 16:44                               |
| Status: B             | I'm OK, but train don't move so I can't return home.                     |
| Registrant: JohnSmith | Registered date and time: 2016/09/30 16:43                               |
| Status: C             | I was injured a foot. I have received an allowance at a nearby hospital. |
| Registrant: JohnSmith | Registered date and time: 2016/09/30 16:42                               |
| Status: A             | I'm at home.                                                             |
| Registrant: JohnSmith | Registered date and time: 2016/09/27 16:28                               |
| Status: A             | I'm OK                                                                   |

Prev 1 2 3 Next

[To Menu](#)

[Logout](#)

Click the "Write New" button.

Information wrote about your family is displayed in the Family Board.

5

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

**Family Board (Write)**

Please select a status and enter a message.

|         |                                                                                                                                                                                         |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Status  | <input checked="" type="radio"/> A: I am safe.<br><input type="radio"/> B: I am safe but I can't go back home.<br><input type="radio"/> C: I was injured.<br><input type="radio"/> None |
| Message | I'm OK.                                                                                                                                                                                 |

[Write](#) [Cancel](#)

[To Menu](#)

[Logout](#)

Enter the current state and message and click the "Write" button.

6

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

**Family Board (Write)**

The following content will be registered.

|         |               |
|---------|---------------|
| Status  | A: I am safe. |
| Message | I'm OK.       |

[Register](#) [Cancel](#)

[To Menu](#)

[Logout](#)

Check the details and click the "Register" button.

7

株式会社安否 Standard Enlarge [日本語](#) JohnSmith has logged.

### Family Board (View)

[Write New](#)

|                       |                                                                          |
|-----------------------|--------------------------------------------------------------------------|
| Registrant: JohnSmith | Registered date and time: 2016/09/30 16:49                               |
| Status: A             | I'm OK                                                                   |
| Registrant: JohnSmith | Registered date and time: 2016/09/30 16:45                               |
| Status: A             | I'm OK                                                                   |
| Registrant: JohnSmith | Registered date and time: 2016/09/30 16:44                               |
| Status: B             | I'm OK, but train don't move so I can't return home.                     |
| Registrant: JohnSmith | Registered date and time: 2016/09/30 16:43                               |
| Status: C             | I was injured a foot. I have received an allowance at a nearby hospital. |
| Registrant: JohnSmith | Registered date and time: 2016/09/30 16:42                               |
| Status: A             | I'm at home.                                                             |

[Prev](#) [1](#) [2](#) [3](#) [Next](#)

---

[To Menu](#)

---

[Logout](#)

The entered details will be displayed in the Family Board.

## 4-2. Sending a request mail

To your family, send an e-mail requesting them to write information in the Family Board.

This e-mail is sent to all the e-mail addresses registered in "2. Registering the Contact Addresses of Your Family Members" (P.12).

1

**Log in.**

<http://bcp.myrescue.net/anpi/usr>

### TIPS

<Information required for logging in>

Client code: Information for identifying the user organization

Login ID: Information for identifying the user

Password: Log in password for the user

\* If you do not know your login ID or password, see "7. Getting Your Login ID and Password" (P.38).

2

**Click the "Family Safety Management".**

3

**Click "Request Mail".**

4

Enter information for "Subject" and "Message", and click the "Confirm Send" button.

5

Check the entered details and click the "Send" button.

The e-mail is sent to the registered e-mail addresses of the family members.

6

When a request mail is received, each family member can register information about his/her safety in the Family Board by clicking the URL in the e-mail.

## 4-3. Reporting the state of your family

Report information about the safety of your family to the user company.

1

**Crisis Information Delivery System** [日本語](#)

Enter your Client code, Login ID, and Password.

Client code

Login ID

Password

[Click here to use encrypted communication \(https\)](#)  
[If you have forgotten your Login ID or Password, click here](#)  
[Click here to register an email address](#)

### Log in.

<http://bcp.myrescue.net/anpi/usr>

#### TIPS

<Information required for logging in>

Client code: Information for identifying the user organization

Login ID: Information for identifying the user

Password: Log in password for the user

\* If you do not know your login ID or password, see "7. Getting Your Login ID and Password" (P.38).

2

株式会社安否 [Standard](#) [Enlarge](#) [日本語](#) JohnSmith has logged.

**My Page**

- News from Operators
- Crisis Information
- Settings
- User Project List
- Family Safety Management**

Click the "Family Safety Management".

3

株式会社安否 [Standard](#) [Enlarge](#) [日本語](#) JohnSmith has logged.

**Family Safety Function Menu**

- Family Management
- Family Board
- Request Mail
- Response Confirmation
- Projects Selected**
- My Page

Click "Projects Selected".

4

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

**Projects Selected**

| Project No. | Project start date and time | Subject                               | Type                         | Sender            | Family safety report status |
|-------------|-----------------------------|---------------------------------------|------------------------------|-------------------|-----------------------------|
| 00029       | 2016/09/27 16:23            | 安否確認/Personal Safety Inquiry          | Safety Confirmation          | rsq11111JohnSmith | B                           |
| 00028       | 2016/09/05 11:32            | 安否確認/Personal Safety Inquiry          | Safety Confirmation          | rsq11111確認太郎      | Not reported                |
| 00026       | 2016/08/31 11:58            | 安否訓練/Training Personal Safety Inquiry | Safety Confirmation Training | rsq11111JohnSmith | Not reported                |
| 00024       | 2016/08/31 11:57            | 非常召集/Emergency Summons                | Emergency Call               | rsq11111JohnSmith | Not reported                |
| 00023       | 2016/08/31 11:57            | 安否確認/Personal Safety Inquiry          | Safety Confirmation          | rsq11111JohnSmith | B                           |

Prev 1 2 3 4 Next

List Update

To Menu

Logout

Click the "Project No." for which the safety of your family should be reported.

5

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

**Status Registration**

Project start date and time: 2016/09/27 16:23:00

Subject: 安否確認/Personal Safety Inquiry

**Status Selection**

☐ A: I am safe and I can go to the designated place.  
☐ B: I am safe but I cannot go to the designated place.  
☐ C: Due to injury etc., I cannot go to the designated place.

☐ A: My family is safe.  
☐ B: I do not confirm all yet.  
☐ C: I can not get in touch with my family so far.

Confirm

Back

To Menu

Logout

Select and enter the current state of yourself and your family each, and click the "Confirm" button.

6

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

**Status Registration**

Project start date and time: 2016/09/27 16:23:00

Subject: 安否確認/Personal Safety Inquiry

**Status Selection**

☐ B: I am safe but I cannot go to the designated place.

☐ A: My family is safe.

Register Back and Edit

Back

To Menu

Logout

Check the entered details and click the "Register" button.

Then, the family state reporting process is completed.

### Daily Operation

## 5. Checking Crisis Information

Besides earthquake or typhoon information, you can also check such information as weather forecasts and train service status.

1

**Crisis Information Delivery System** 日本語

Enter your Client code, Login ID, and Password.

Client code  
Login ID  
Password

Login Cancel

[Click here to use encrypted communication \(https\)](#)  
[If you have forgotten your Login ID or Password, click here](#)  
[Click here to register an email address](#)

### Log in.

<http://bcp.myrescue.net/anpi/usr>

### TIPS

<Information required for logging in>

Client code: Information for identifying the user organization

Login ID: Information for identifying the user

Password: Log in password for the user

\* If you do not know your login ID or password, see "7. Getting Your Login ID and Password" (P.38).

2

株式会社安否 Standard Enlarge 日本語

**My Page**

- News from Operators
- Crisis Information
- Settings
- User Project List
- Family Safety Management

Logout

### Click "Crisis Information".

## 5. Checking Crisis Information

3



Select the category of information you want to check.

Example: 鉄道情報

4



Select the information.

Example: 京浜東北根岸線 列車遅延

5



Detailed information is displayed.

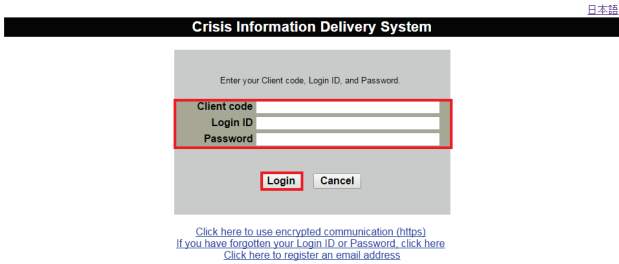
Click "もどる" or "To Crisis Information screen" to go back to the menu.

## 6. Setting the reception of crisis information e-mails

This section describes how to set the reception of crisis information via e-mail.  
Configure settings for crisis information, such as details, the area, and the timing.

### 6-1. Setting the reception of weather forecasts e-mails

1



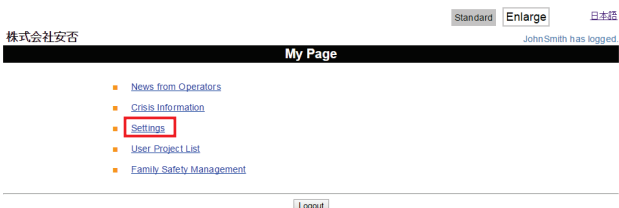
Log in.

<http://bcp.myrescue.net/anpi/usr>

TIPS

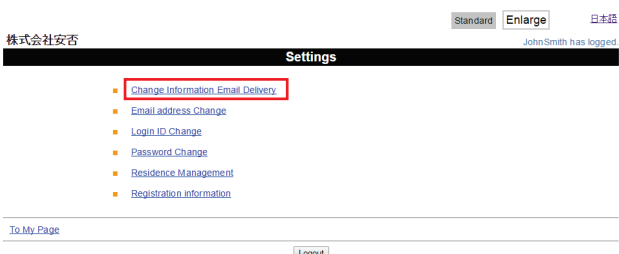
<Information required for logging in>  
Client code: Information for identifying the user organization  
Login ID: Information for identifying the user  
Password: Log in password for the user  
\* If you do not know your login ID or password, see "7. Getting Your Login ID and Password" (P.38).

2



Click "Settings".

3



Click "Change Information Email Delivery".

## 6. Setting the reception of crisis information e-mails

## 6-1. Setting the reception of weather forecasts e-mails

4



Click "天気予報・気象注意報".

5



Click "天気予報追加".

6



Select the area.

Example: 関東

## 6. Setting the reception of crisis information e-mails

## 6-1. Setting the reception of weather forecasts e-mails

7



Select the prefecture.

Example: 千葉県

8



Select the municipality.

Example: 浦安市

9



Select the day of the week and click "設定".

Example: 月曜日／火曜日／水曜日／木曜日／金曜日

## 6. Setting the reception of crisis information e-mails

## 6-1. Setting the reception of weather forecasts e-mails

10

株式会社安否

Standard Enlarge 日本語

John Smith has logged.

天気予報 Settings

以下を選択してください

|        |
|--------|
| 0時 配信  |
| 1時 配信  |
| 2時 配信  |
| 3時 配信  |
| 4時 配信  |
| 5時 配信  |
| 6時 配信  |
| 7時 配信  |
| 8時 配信  |
| 9時 配信  |
| 10時 配信 |
| 11時 配信 |
| 12時 配信 |
| 13時 配信 |
| 14時 配信 |
| 15時 配信 |
| 16時 配信 |
| 17時 配信 |
| 18時 配信 |
| 19時 配信 |
| 20時 配信 |
| 21時 配信 |
| 22時 配信 |
| 23時 配信 |

曜日を選択  
千葉県のみ市町村を再選択  
関東地方の都道府県を再選択  
地方を選択  
設定変更(カテゴリ)へ  
設定変更(カテゴリ)へ

[To Settings Menu](#)  
[To My Page](#)

Select the time.

Example: 7 時配信

11

株式会社安否

Standard Enlarge 日本語

John Smith has logged.

Settings

Registration is complete.

リンクをクリックすると設定を変更できます。

【天気予報】  
◆千葉県津安市:月火水木金 7時  
天気予報追加

【気象警報・注意報】  
気象警報・注意報追加

設定変更(カテゴリ)へ

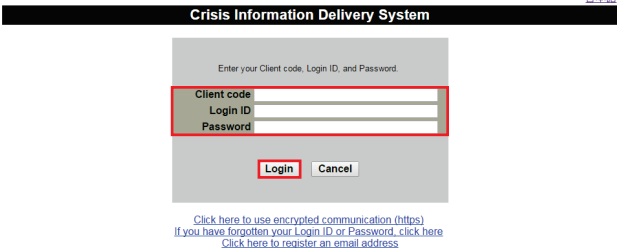
[To Settings Menu](#)  
[To My Page](#)

Logout

Then, the weather forecast e-mails reception setting process is completed.

## 6-2. Setting the reception of earthquake information e-mails

1



Log in.

<http://bcp.myrescue.net/anpi/usr>

### TIPS

<Information required for logging in>

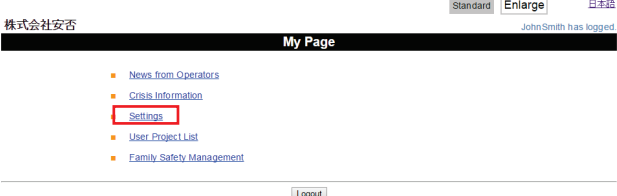
Client code: Information for identifying the user organization

Login ID: Information for identifying the user

Password: Log in password for the user

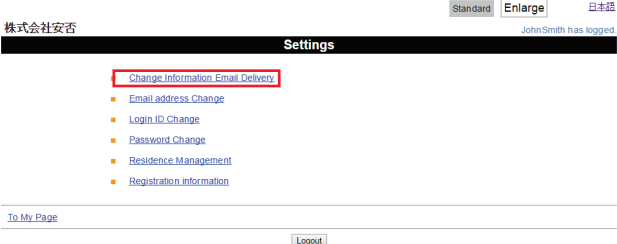
\* If you do not know your login ID or password, see "7. Getting Your Login ID and Password" (P.38).

2



Click "Settings".

3



Click " Change Information Email Delivery".

## 6. Setting the reception of crisis information e-mails

## 6-2. Setting the reception of earthquake information e-mails

4



Click "気象・自然".

5



Click "地震情報追加".

6



Select the area.

Example: 近畿

## 6. Setting the reception of crisis information e-mails

## 6-2. Setting the reception of earthquake information e-mails

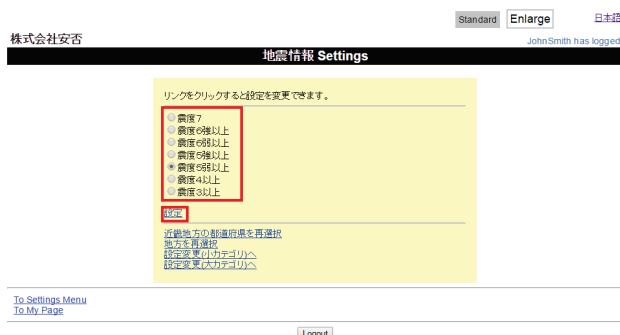
7



Select the prefecture.

Example: 京都府

8



Select "震度" and click "設定".

Example: 震度 5 弱以上

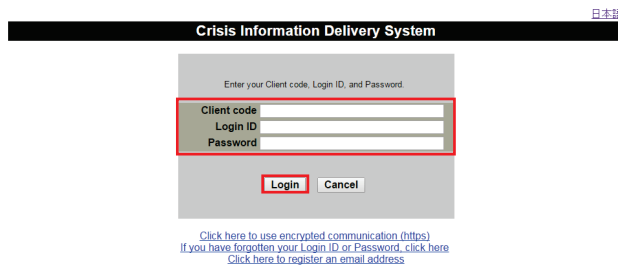
9



Then, the earthquake information e-mails reception setting process is completed.

## 6-3. Setting the reception of train service status information e-mails

1



Log in.

<http://bcp.myrescue.net/anpi/usr>

### TIPS

<Information required for logging in>

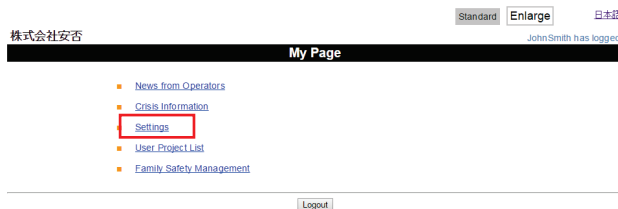
Client code: Information for identifying the user organization

Login ID: Information for identifying the user

Password: Log in password for the user

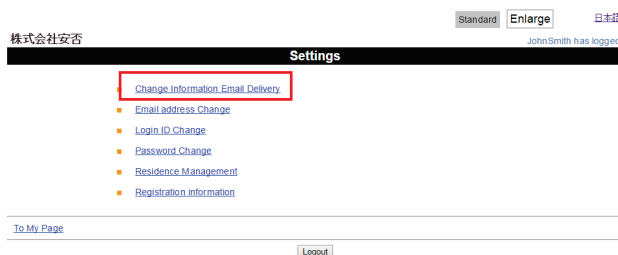
\* If you do not know your login ID or password, see "7. Getting Your Login ID and Password" (P.38).

2



Click "Settings".

3



Click "Change Information Email Delivery".

## 6. Setting the reception of crisis information e-mails

## 6-3. Setting the reception of train service status information e-mails

4



Click "交通".

5



Click "鉄道情報追加".

6



Select the area.

Example: 関東

## 6. Setting the reception of crisis information e-mails

### 6-3. Setting the reception of train service status information e-mails

Standard Enlarge 日本語 Select the railway company.

Example: 京成電鉄



Standard Enlarge 日本語 Select the railway line.

Example: 京成本線



9 [株式会社安否](#) [鉄道情報 Settings](#) [日本語](#) [JohnSmith has logged.](#)

Example: 運転見合わせ／運転再開



10



Then, train service status information  
e-mails reception setting process is  
completed.

### 7. Getting Your Login ID and Password

If you forget the ID or password required for logging in, you can get it from the system.

1

日本語

Crisis Information Delivery System

Enter your Client code, Login ID, and Password.

Client code  
Login ID  
Password

Login Cancel

[Click here to use encrypted communication \(https\)](#)  
[If you have forgotten your Login ID or Password, click here](#)  
[Click here to register an e-mail address](#)

In the Login window, click "If you have forgotten your Login ID or Password, click here".

<http://bcp.myrescue.net/anpi/usr>

2

日本語

Password Request

■ If you have forgotten your Login ID/Password  
Enter the registered destination email address below,  
and click "Send".  
You will receive an email containing your Login  
ID/Password

Client code  
Email address

Send

[To the login screen](#)

Enter information for "Client code" and "Email address", and click the "Send" button.

#### TIP

<Information for identifying the user>

Client code: Information for identifying the user organization

E-mail address: E-mail address already registered

3

日本語

Password Request

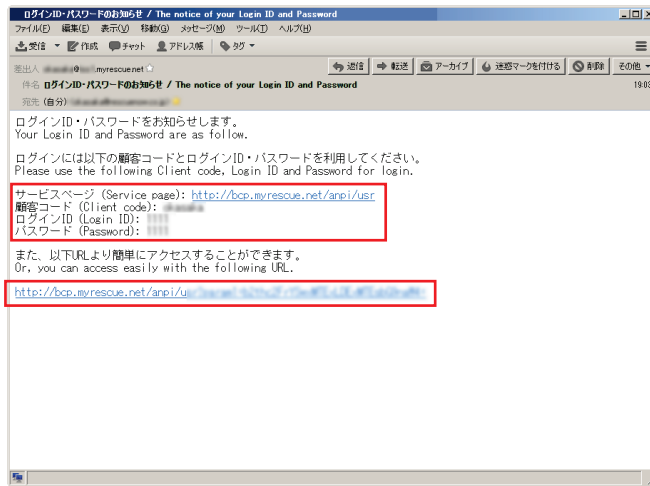
An email containing your Login ID/Password has been sent.  
An email containing your Login ID/Password has been sent to the registered address. Please check it.

[To the login screen](#)

Receive a login ID/password notification e-mail.

An e-mail notifying your login information is sent from the system.

4



Check the login ID and password.

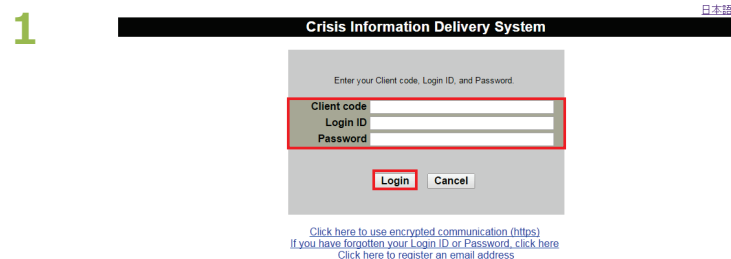
### TIPS

Register the URL written in the login ID/password notification e-mail into favorites, and you can log in easily next time.

## 8. Changing the Initial Settings

You can change your user information such as the e-mail address and user ID.

### 8-1. Changing your e-mail address



**Log in.**

<http://bcp.myrescue.net/anpi/usr>

#### TIPS

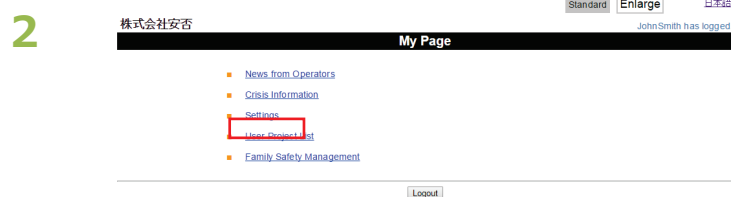
<Information required for logging in>

Client code: Information for identifying the user organization

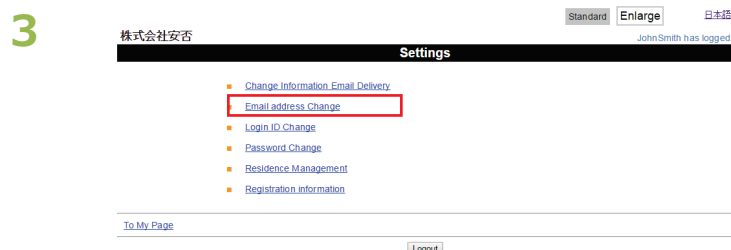
Login ID: Information for identifying the user

Password: Log in password for the user

\* If you do not know your login ID or password, see "7. Getting Your Login ID and Password" (P.38).



**Click "Settings".**



**Click "Email address Change".**

4

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

### Email address Change

|                  |   |                             |
|------------------|---|-----------------------------|
| Email address(1) |   |                             |
| Email address(2) | * | test001b@exam22.mynsica.jp  |
| Email address(3) | * | test001b@exam22.mynsica.com |

Confirmation Reset Delivery confirmation

[To Settings Menu](#)  
[To My Page](#)

Logout

Enter your e-mail address and click the "Confirmation" button.

## TIPS

A maximum of three e-mail addresses can be registered.

5

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

### Email address Change

|                  |                             |    |                             |
|------------------|-----------------------------|----|-----------------------------|
| Email address(1) |                             | >> |                             |
| Email address(2) | test001b@exam22.mynsica.net | >> | test001b@exam22.mynsica.jp  |
| Email address(3) | test001b@exam22.mynsica.net | >> | test001b@exam22.mynsica.com |

Change Back

[To Settings Menu](#)  
[To My Page](#)

Logout

Check the registered details and click the "Change" button.

6

メールアドレス変更完了のお知らせ / Changing completion notice of your email address

ファイル 編集 表示 移動 メッセージ ツール ヘルプ

送受信 作成 チャット アドレス帳 タグ

送受信 転送 アーカイブ 送付マークを付ける 削除 その他

件名: メールアドレス変更完了のお知らせ / Changing completion notice of your email address 10:39

発件: (自分) test001b@exam22.mynsica.jp

メールアドレスの変更が完了しました。  
Your email address has been changed.

変更後の配信先メールアドレス  
The destination email address after the change.

[test001b@exam22.mynsica.jp](mailto:test001b@exam22.mynsica.jp)

1通のメッセージをダウンロードしました

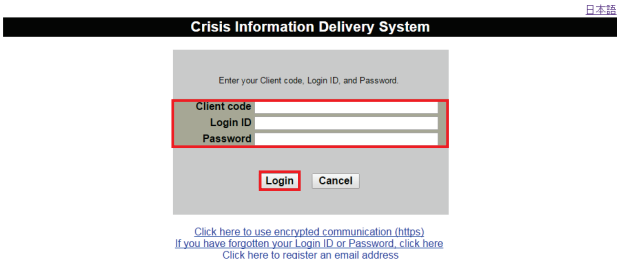
Receive an e-mail address change confirmation e-mail.

Check the registered details after change.

Then, the e-mail address change process is completed.

## 8-2. Mail delivery confirmation

**1**



Log in.  
<http://bcp.myrescue.net/anpi/usr>

## TIPS

<Information required for logging in>

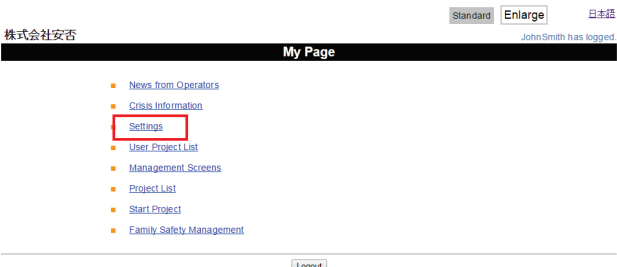
Client code: Information for identifying the user organization

Login ID: Information for identifying the user

Password: Log in password for the user

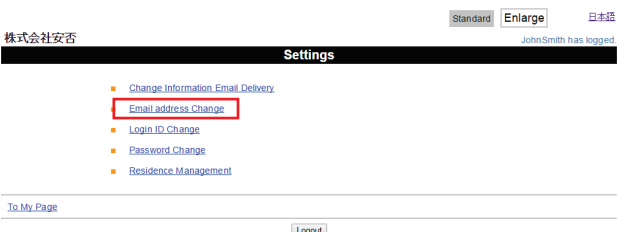
\* If you do not know your login ID or password, see "7. Getting Your Login ID and Password" (P.38).

**2**



Click "Settings".

**3**



Click "Email address Change".

4

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

### Email address Change

|                  |                                |
|------------------|--------------------------------|
| Email address(1) |                                |
| Email address(2) | ※ test001@redmail2.mynical.jp  |
| Email address(3) | ※ test001@redmail2.mynical.com |

Confirmation | **Reset** | **Delivery confirmation**

[To Settings Menu](#)  
[To My Page](#)

Logout

## Click "Delivery confirmation"

### TIPS

The latest email status is displayed on the left side of the email address field by symbol.

○ : The email address is registered and enable.

※ : The email address is registered but disable ( a Do Not Receive response received from the receiving side server. )

The email delivery status is checked every 30 minutes. Depending on the system environment being used by the customer, the email delivery status check function may not be available.

In that case, it will be displayed with the symbol "○".

5

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

### Mail delivery confirmation

Send an e-mail to the registered mail address below.

|                              |
|------------------------------|
| test001@redmail2.mynical.jp  |
| test001@redmail2.mynical.com |

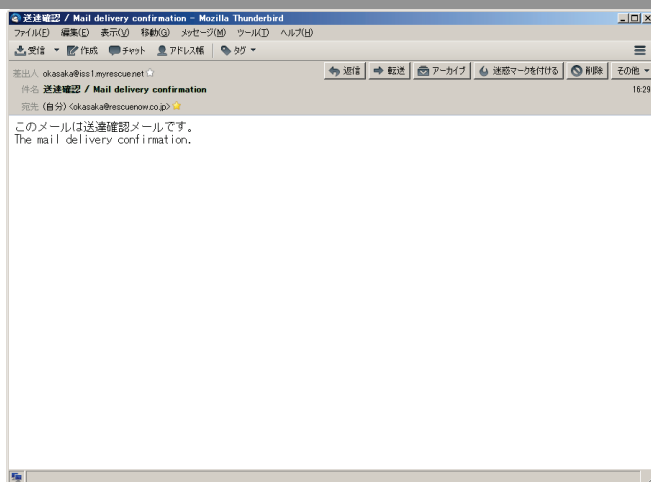
**Send**

[To Settings Menu](#)  
[To My Page](#)

Logout

## Check your email address and click the "Send" button.

6



## Receive a mail delivery confirmation email.

Check the email.

Then, a mail delivery confirmation process is completed.

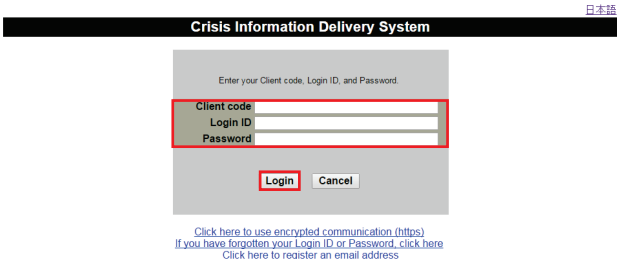
### Caution

< If you do not receive the mail delivery confirmation email.>

- Please check your spam folder whether the email has been received.
- Please check your registered email address is correct.
- It may not be received due to spam settings etc. Please set the reception permission of the sender's domain or email address, then try mail delivery confirmation operation again.

### 8-3. Changing your login ID

1



**Log in.**  
<http://bcp.myrescue.net/anpi/usr>

#### TIPS

<Information required for logging in>

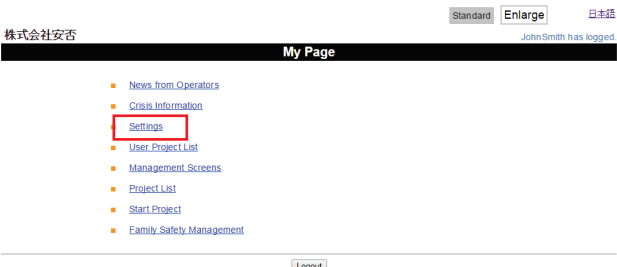
Client code: Information for identifying the user organization

Login ID: Information for identifying the user

Password: Log in password for the user

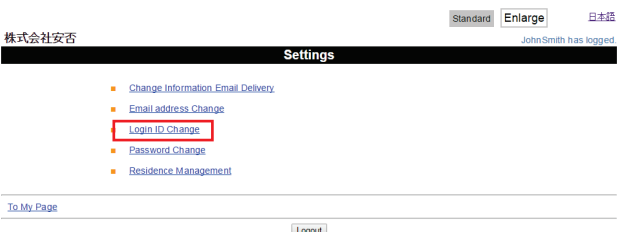
\* If you do not know your login ID or password, see "7. Getting Your Login ID and Password" (P.38).

2



Click "Settings".

3



Click "Login ID Change".

4

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

**Login ID Change**

Update the details, then please click the Change button. (If double-byte alphanumeric characters are entered, they are converted to single-byte characters automatically)

Login ID rsq11111

Login ID (confirm) rsq11111

Change Reset

[To Settings Menu](#)  
[To My Page](#)

Logout

**Enter a new login ID.**

Type a new login ID into each of the two input fields, and click the "Change" button.

5

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

**Login ID Change**

Login ID was successfully changed.

[To Settings Menu](#)  
[To My Page](#)

Logout

Then, the login ID change process is completed.

## 8-4. Changing your password

**1**



Log in.  
<http://bcp.myrescue.net/anpi/usr>

## TIPS

<Information required for logging in>

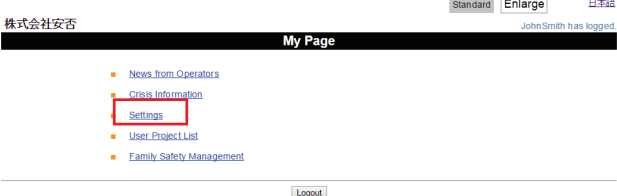
Client code: Information for identifying the user organization

Login ID: Information for identifying the user

Password: Log in password for the user

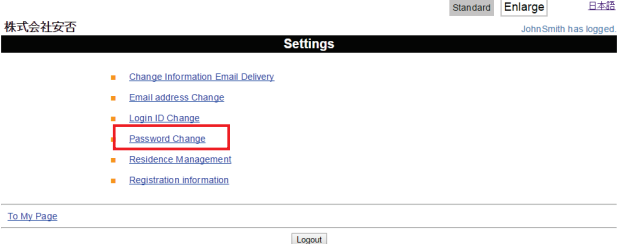
\* If you do not know your login ID or password, see "7. Getting Your Login ID and Password" (P.38).

**2**



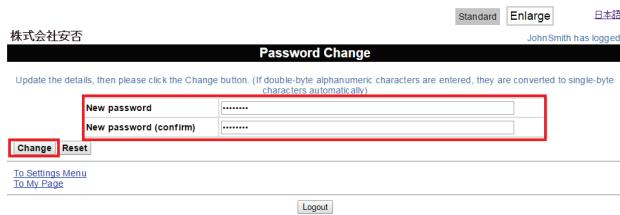
Click "Settings".

**3**



Click "Password Change".

4

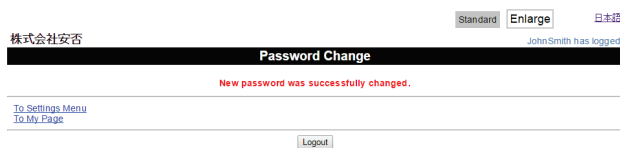


The screenshot shows the 'Password Change' page of a web application. At the top, there are links for 'Standard', 'Enlarge', and '日本語'. Below these, the user's name 'JohnSmith' is displayed as logged in. The main heading is 'Password Change'. A message states: 'Update the details, then please click the Change button. (If double-byte alphanumeric characters are entered, they are converted to single-byte characters automatically)'. There are two input fields: 'New password' and 'New password (confirm)', both with masked characters. Below these fields are two buttons: 'Change' and 'Reset'. The 'Change' button is highlighted with a red box. At the bottom, there are links for 'To Settings Menu' and 'To My Page', and a 'Logout' button.

**Enter a new password.**

Type a new password into each of the two input fields, and click the "Change" button.

5



The screenshot shows the 'Password Change' page after the password has been successfully changed. The 'Change' button is now highlighted with a red box. A red message in the center of the page reads: 'New password was successfully changed.' The rest of the page, including the top navigation and bottom links, remains the same.

**Then, the password change process is completed.**

The password has been changed.

## 8-5. Changing your place of residence

1

**Crisis Information Delivery System** [日本語](#)

Enter your Client code, Login ID, and Password.

Client code  
Login ID  
Password

Login Cancel

[Click here to use encrypted communication \(https\)](#)  
If you have forgotten your Login ID or Password, click here  
[Click here to register an email address](#)

**Log in.**<http://bcp.myrescue.net/anpi/usr>**TIPS**

&lt;Information required for logging in&gt;

Client code: Information for identifying the user organization

Login ID: Information for identifying the user

Password: Log in password for the user

\* If you do not know your login ID or password, see "7. Getting Your Login ID and Password" (P.38).

2

株式会社安否 [Standard](#) [Enlarge](#) [日本語](#) JohnSmith has logged.

**My Page**

- News from Operators
- Crisis Information
- Settings**
- User Project List
- Family Safety Management

Logout

**Click "Settings".**

3

株式会社安否 [Standard](#) [Enlarge](#) [日本語](#) JohnSmith has logged.

**Settings**

- Change Information Email Delivery
- Email address Change
- Login ID Change
- Password Change
- Residence Management**
- Registration Information

[To My Page](#) Logout

**Click "Residence Management".**

4

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

Residence Change

Current settings

千葉県船橋市

Residence

千葉県 ▼

船橋市 ▼

Change Reset

To Settings Menu

To My Page

Logout

**Select a new residence.**

- ① Click "▼" to select a prefecture and municipality.
- ② Click the "Change" button.

5

株式会社安否

Standard Enlarge 日本語

JohnSmith has logged.

Residence Change

Residence was successfully changed.

To Settings Menu

To My Page

Logout

**Then, the place of residence change process is completed.**

## 8-6. Confirmation of user information.

1

**Log in.**<http://bcp.myrescue.net/anpi/usr>**TIPS**

&lt;Information required for logging in&gt;

Client code: Information for identifying the user organization

Login ID: Information for identifying the user

Password: Log in password for the user

\* If you do not know your login ID or password, see "7. Getting Your Login ID and Password" (P.38).

2

**Click "Settings".**

3

**Click " Registration information".**

## 4

株式会社安否

Standard Enlarge 日本語

John Smith has logged

### Registration information

|                          |                                                                               |
|--------------------------|-------------------------------------------------------------------------------|
| ■ Number                 | rsq11111                                                                      |
| ■ Name                   | John Smith (ジョン・スミス)                                                          |
| ■ Post                   | 部長                                                                            |
| ■ Hub                    | 東京本社                                                                          |
| ■ Department             | 営業本部営業部                                                                       |
| ■ Residence              | 千葉県船橋市                                                                        |
| ■ Company-wide authority | 一般権限                                                                          |
| ■ Departmental authority | 管理権限                                                                          |
| ■ Setting to start       | [U] 地震情報（震度 6 弱以上）：千葉県、東京都<br>[K] 地震情報（震度 5 弱以上）：千葉県千葉市美浜区、東京都千代田区、神奈川県横浜市鶴見区 |

**Legends**

[U] . . . Settings based on registration your address of hub, department or residence.  
 [K] . . . Settings assigned by administrators, which are not the hub, department or residence address.

[To Settings Menu](#)  
[To My Page](#)

Logout

**Check your Registration information.**

You can check such as your Number, Name, Post, Hub, Department, Authority, Settings to start ( which area × how much seismic intensity / warning will the Safety Confirmation start automatically.)