

A Notice from the Fukuoka City Fire Prevention Bureau

Are you a new tenant?

Have you submitted a Notification of Commencement of Building Usage?

Anyone who is using a building or part of a building for business purposes must* submit a **Notification of Commencement of Building Usage** (*bōka taishōbutsu shiyō kaishi todoke*) at least **7 days before** using the building.

*You may not need to submit the Notification if you meet certain requirements. Check with your nearest Fire Station first!



Why?

The notification informs fire safety experts on how a building is used. The experts then confirm and assess the notification's contents from the standpoint of fire safety, and the experts then can instruct tenants to install fire safety equipment in advance to ensure the safety of the building.

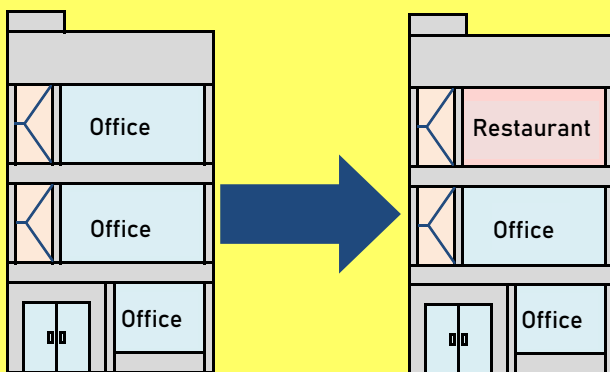
Available Online!

The notification form can be downloaded from the Fukuoka Fire Prevention Bureau website (the form must be completed in Japanese):

Click 申請様式 → 条例等届出関係 → No.4. 防火対象物使用開始届出書

You may have to install an automatic fire alarm if you change the type of business

Is it OK to change a **3rd floor office** into a **restaurant** without installing an alarm?



A building with only one set of internal stairs



No! You must install an **automatic fire alarm system**, regardless of the total area of your business space.

You may also have to install other **fire safety equipment** depending on the **size** and **capacity** of your business space.

What is an automatic fire alarm?

An automatic fire alarm system automatically detects the heat and smoke produced by a fire, and alerts the people in the building with an alarm or bell.

Contact the Fire Service first!

If you **repair, remodel, change the layout, install kitchen equipment such as a gas duct, or change your business space in any way**, your business may no longer fulfill the legal requirements specified by **Fire Service Act Law Enforcement Ordinance** and **Fire Prevention Ordinance**. First consult the Fire Station in charge of the local area of your business before you make any changes.



- Firefighting equipment installation
 - Appointing a fire prevention manager
 - Equipment inspection report frequency
 - Regular building inspections
- etc.

Your legal obligations according to the Fire Service Act and Law Enforcement Ordinance change depending on your business layout.

Inquire at your nearest Fire Prevention Section Open: 9 a.m.—5 p.m. Monday—Friday (closed public holidays)

Fire Station Contact Details	Chuo Fire Station 092-762-0119	Sawara Fire Station 092-821-0245
Higashi Fire Station 092-683-0119	Minami Fire Station 092-541-0219	Nishi Fire Station 092-806-0642
Hakata Fire Station 092-475-0119	Jonan Fire Station 092-863-8119	

Fukuoka City Fire Prevention Bureau Website: <http://119.city.fukuoka.lg.jp/>

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