

IFF GUIDE 2026

Fire Safety

Office of the Hokkaido University Festival Executive Committee

Fire Safety Staff

IFF Staff

Introduction

Fires and accidents during Hokudai-sai are incidents that may involve human life, and safety must be the first priority. **Do not become complacent simply because you have participated every year. This document has been prepared based on guidance from the Fire Department and discussions with the Administration Office.**

Hokudai-sai Staff will provide guidance and instructions for improvement to any Tent that violates the contents of this document. If such guidance and instructions are repeatedly issued, or if there is a serious violation, measures including restrictions on activities may be imposed. Furthermore, separate measures may be imposed by the Fire Department and the Administration Office.

Submissions

Name of Documents	Date of Distribution	Deadline	Submission Method
Fire Safety Agreement	distributed on 5/18 (GA#6)	6/1 (GA#7)	Paper medium

Fire Safety Agreement

This document requires the signatures of the Tent Leader, Vice Tent Leader, and Fire Safety Manager. It will be distributed at GA#6, so please bring it to GA#7 with the signatures of all three persons completed.

Fire / Electrical Equipment

1. Fire / Electrical Equipment

All Fire Equipment and electrical equipment to be used on the day must be declared in the Rental Equipment, Gas & Electrical Application.

《Prohibited》Using any Fire Equipment or electrical equipment that has not been declared in the Rental Equipment, Gas & Electrical Application.

※Fire Equipment refers to all equipment that generates fire or heat, including gas stoves, charcoal grills (shichirin), heating appliances, rice cookers, etc.

【Required】 Keep a distance of at least 100 cm vertically and 30 cm horizontally from combustible materials and Tent Sidewalls.

《Prohibited》Extinguishing gasoline fires or oil fires with water → 【Required】 Extinguish using a Fire Extinguisher



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2. Fireproof Board and Concrete Blocks

When using Fire Equipment on a table → **〔Required〕 Place a Fireproof Board underneath**

When using Fire Equipment with strong heat such as charcoal grills (e.g., shichirin) → **〔Required〕 Place Concrete Blocks underneath**

〔Required〕 Fireproof Board and Concrete Blocks must be picked up at the IFF Tent on June 4th (Thu), 20:00–20:30.

※ When coming to pick up items at the IFF Tent, you must bring your IFF Tent Pass.
(The IFF Tent Pass will be distributed at GA#7.)

〔Required〕 Wrap the Fireproof Board with aluminum foil (aluminum foil must be prepared by each Tent and brought on June 4 (Hokudai-sai Day 0)).

《Prohibited》Cutting or making any modifications to the Fireproof Board, such as adding decorations.

Gasoline

1. Purchase of Gasoline

Please use gas stations around the Campus.

〔Required〕 Prepare a gasoline container and identification such as a student ID.

《Prohibited》Refueling by yourself at a self-service gas station (prohibited by law).

《Prohibited》Storing gasoline in plastic bottles or plastic tanks.

2. Handling of Gasoline

〔Required〕 Store gasoline in a gasoline container.

● For Tents that rent a Generator

〔Required〕 The gasoline container must be picked up at First Year Education Building (the Higher Education Building) on the morning of June 5th.

For details, refer to the “IFF Guide Rental Equipment & Gas on the Day.”

● For Tents that prepare a Generator by themselves

〔Required〕 Prepare your own gasoline container. Do not use plastic tanks.

〔Required〕 Place it directly on stable ground where it is not exposed to direct sunlight.

〔Required〕 Keep it sufficiently away from Fire Equipment and electrical equipment.

〔Required〕 When returning the container, return it as is even if gasoline remains inside.

〔Required〕 Before opening the cap of the container, release the gas (air venting).

《Prohibited》Pouring gasoline onto the ground or into drains.

《Prohibited》Leaving the container with its cap open.

3. In Case of a Gasoline Leak

If even a small amount is spilled, you must carry out the following three actions. Do not act on your own judgment.

- **Immediately stop the use of all Fire Equipment and electrical equipment, including the Generator.**
- Move combustible materials away.
- Inform nearby IFF Staff.

Propane Gas

〔Required〕 Install in a well-ventilated place not exposed to direct sunlight.

〔Required〕 Secure the Propane Gas tank to a table using a rope to prevent it from falling.

〔Required〕 Tighten connection parts using hose bands.

〔Required〕 Before use, check that the rubber hose has no cracks or other deterioration.

《Prohibited》Using Propane Gas purchased without going through the Hokudai-sai Office.

《Prohibited》Using rubber hoses longer than 2 m.



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《Prohibited》Wrapping rubber hoses around table legs.

《Prohibited》Installing near Fire Equipment.

《Prohibited》Lending Propane Gas tank to other Tents.

If you notice anything unusual or any problem with the propane gas in use, immediately close the gas valve, stop using all fire equipment and electrical equipment, and please contact nearby IFF Staff.

Generator

1. Generator

【Required】 Install outside the tent.

【Required】 In rainy weather, keep the generator outlets and cord plug connections from getting wet. Cover the area around the plug connections with vinyl tape or similar material to help prevent rainwater from entering.

【Required】 After starting, always return the choke knob to its original position.

【Required】 When adding gasoline, perform the task with at least two people.

【Required】 When adding gasoline, always turn off the power.

《Prohibited》Using fuels other than gasoline.

《Prohibited》Placing combustible materials (including Tent Sidewalls) or gasoline containers in front of the exhaust outlet.

2. Cord reel

【Required】 When using a cord reel, pull the entire cable out from the reel to prevent overheating. Do not use it while any part of the cable is still wound around the reel.

【Required】 In case of rain, place the cord reel inside the tent.

Charcoal Cooking • Portable Gas Stove • Decorations

1. Charcoal Cooking

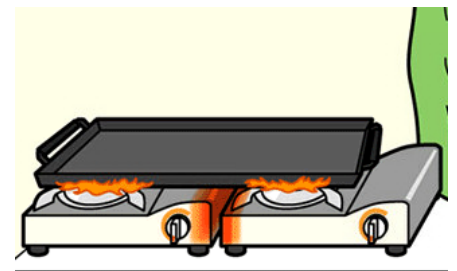
【Required】 Prepare a fire extinguishing pot and a bucket for extinguishing.

《Prohibited》Using on grass.

2. Portable Gas Stove

【Required】 Make sure that the gas canister does not become hot.

《Prohibited》Allowing items such as a Teppanyaki Grill to cover the canister (especially when using two units connected side by side, as shown in the figure).



3. Floodlights and Decorations

【Required】 Secure decorations firmly.

《Prohibited》Placing decorations near lighting equipment such as Floodlights or near Fire Equipment.

《Prohibited》Decorations involving fire, such as candles.

Fire Extinguisher

During Hokudai-sai, the Hokudai-sai Office will designate some Sections as Fire Extinguisher Zones. The Fire Extinguisher and Fire Extinguisher Zone Certificate will be arranged and prepared by the Hokudai-sai Office. Fire Extinguishers will also be installed at the IFF Tent.

List of Tents with Fire Extinguishers Installed



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- IFF-02 <Thailand>
- IFF-06 <India>
- IFF-08 <Indonesia>
- IFF-11 <Bangladesh >
- IFF-14 <Pakistan >
- IFF-17 <Morocco>



【Required】 Pick up the Fire Extinguisher at the IFF Tent between 20:00 and 20:30 on June 4 (Thu).

※When coming to pick up items at the IFF Tent, you must bring your IFF Tent Pass. (The IFF Tent Pass will be distributed at GA#7.)

【Required】 Install the Fire Extinguisher and Fire Extinguisher Zone Certificate in an easily visible place at the front of the tent.

How to Use a Fire Extinguisher (Nagoya City Fire Bureau Video)

Link: <https://www.youtube.com/watch?v=TM-Gsq-6Nyw> (The 2D code is in the bottom right.)

【Required】Install the Fire Extinguisher at the front of the tent, in a place where it can be quickly checked and used in an emergency.

【Required】In case of rain, install it inside the tent and prevent the Fire Extinguisher from getting wet.

【Required】Ensure that all Tent Members know the location of the Fire Extinguisher and how to use it.

【Required】When carrying it, hold it by the neck.

【Prohibited】Touching the yellow safety pin.

【Prohibited】Giving it a strong impact.

【Prohibited】Installing it in a place where it may rust, such as right next to water.

【Prohibited】Installing it in an unstable place.



Compensation Fee

If a Fire Extinguisher is lost, damaged, broken, or used inappropriately

(used for purposes other than its original purpose), a compensation fee of 6,000 yen will be charged.

【Important】 Fire Inspection

- **The Fire Inspection by the Fire Department will begin at 9:30 on June 5th (Fri).**

On the day, please arrive at the Campus by 8:00 and begin preparations.

※Groups that have rented Rental Equipment must go to First Year Education Building (the Higher Education Building) to pick it up at 7:00. For details, refer to “IFF Guide 2026 Rental Equipment & Gas on the Day,” which will be distributed at GA#7.

- **If preparations are insufficient at the time of the inspection, the Tent will be judged to have fire safety deficiencies and will not be allowed to operate.**

IFF Staff cannot do anything about the result of the Fire Inspection, so each Tent must prepare for the inspection with a sense of seriousness. As a general rule, re-inspections will not be conducted.

【Required】 Complete preparation of items, excluding food, and the fire safety Self-Check before the inspection.

【Required】 Wrap the Fireproof Board with aluminum foil. Aluminum foil must be prepared by each Tent.

【Required】 Secure the Propane Gas tank to a table using a rope.

【Required】 **Complete and post the Self-Check Sheet** before the inspection.

※The Self-Check Sheet for each day will be distributed every morning during Hokudai-sai.