

# RESPONSE SHEET for YEAR BOOK vol.35 2020

Year book is published every two years to update information on ex-participants and to use the updated information within the associated organizations of IISEE.

Year book will not be published as a booklet from this year because of the following reasons:

-There are some countries where overseas shipment is unstable or unavailable due to COVID-19.

-To reduce the use of paper for saving the environment.

Ex-participants can obtain the information in the Year book on request basis.

If you would like to get the information, please send us the response sheet below, together with your (1) purpose of use and (2) reason (why you need them).

Please note that your personal information will be strictly protected and could only be disclosed with your written permission.

Please check  YES if you agree to share your information within the IISEE associated organizations. The information could be used only for the purpose of business trip, research, alumni meeting, and will not be used for commercial purpose.  YES  NO

**✖If you check  NO, only your name, country and your participated course will be printed on YEAR BOOK.**

If you have any information, which you DO NOT WANT to put on YEAR BOOK, please check below boxes. (NO: )

	address	Tel	Fax	E-mail
Office	<input type="checkbox"/> NO	<input type="checkbox"/> NO	<input type="checkbox"/> NO	<input type="checkbox"/> NO
Home	<input type="checkbox"/> NO	<input type="checkbox"/> NO	<input type="checkbox"/> NO	<input type="checkbox"/> NO

Your personal information: Please fill the form in English.

**Red box are mandatory.**

Name	*Underline your family name.
Country	
Course	
Year	

**Please check the left box if you don't need to update the information you had already registered two years ago.**

Office		Home	
Office Name		Address	
Address			
Title: Select one of the following options or write at the bottom.  Title (Other)			
Tel		Tel	
Fax		Fax	
E-Mail		E-Mail	
URL		URL	

**Thank you for your cooperation.**

Please feel free to contact us anytime when you need help.

Reply to: International Institute of Seismology and Earthquake Engineering  
Building Research Institute

1 Tachihara, Tsukuba, Ibaraki, 305-0802 JAPAN

Tel: 81-29-879-0680 Fax: 81-29-864-6777

E-Mail: [iisee@kenken.go.jp](mailto:iisee@kenken.go.jp)

URL: <http://iisee.kenken.go.jp>

## Personal Information Protection Policy

International Institute of Seismology and Earthquake Engineering handles participants' personal information by complying with Act on the Protection of Personal Information of Japan and other relevant laws and regulations.

### Definition of personal information

The term "personal information" as used in this policy is defined as information about a living individual which can identify the specific individual by name or other description contained in such information (including such information as will allow easy reference to other information and will thereby enable the identification of the specific individual).

### Purpose of the policy

The purpose of this policy is to protect individuals' rights and interests by prescribing the basic rules concerning the handling of personal information.

### Basic rules

Restriction on Use: You will not reproduce, transmit, use for commercial purposes, or offer personal information, or act other activities that will be considered to infringe on the rights and interests of individuals.

Purpose of use: For business trips, research, and alumni association of IISEE staff, ex-participants, and all places concerned with IISEE.

Notice of purpose of use: It is mentioned in the Response sheet.

Security Control Measures: You will take necessary and appropriate measures to ensure the security of personal information and will endeavor to prevent loss, leakage, and alteration of personal information.

To revise the information held by IISEE: Please feel free to contact us: [iisee@kenken.go.jp](mailto:iisee@kenken.go.jp)

Obtainment of the person's consent: Disclosure of personal information is possible only when the person agrees. However, for example, in the following cases, it can be provided without consent.

1. When required by law
2. When protecting human life and property
3. When providing to a subcontractor

Obligation to the records of the information providing destination: Restore the information receiver for a specific period.

Changes of the policy: We continuously review this Personal Information Protection Policy for improvement.

INTERNATIONAL INSTITUTE OF SEISMOLOGY AND EARTHQUAKE ENGINEERING

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