

# JICA Tokyo Facilities Guide

Tokyo International Center (JICA Tokyo) was established in 1985 as one of JICA's International Centers. Since then, JICA Tokyo has been implementing training courses and promoting partnerships through international cooperation activities with people from all over the world. This guide will provide you with general information about JICA Tokyo and its facilities.



NOTICE: This guide is for JICA training course participants (JICA participants), some information may not apply to participants in the Youth Invitation Program and other visitors.

# 1 Contact information

Address: 2-49-5 Nishihara Shibuya-ku Tokyo 151-0066 Japan

TEL (from overseas): +81-3-3485-7051 (Front Desk)

FAX (from overseas): +81-3-3485-9655 (Incoming FAX at Front Desk)

## (1) Access

JICA Tokyo is located in a quiet residential area just 3km away from Shinjuku (one of the busiest areas in Tokyo) and is surrounded by a beautiful park and the Tokyo Fire Academy. Around the train stations near JICA Tokyo are supermarkets and 24-hour convenience stores, where you can buy daily necessities, as well as drugstores, restaurants, and other shops.

You can walk to JICA Tokyo from Hatagaya Station (Keio New Line) or from Yoyogi-Uehara Station (Tokyo Metro / Odakyu Line). It takes about 8 minutes to walk from Hatagaya Station and about 12 minutes from Yoyogi-Uehara Station.

You can also walk from Sasazuka Station (Keio Line / Keio New Line), which takes about 12 minutes.

Please see the map on the next page for more details.

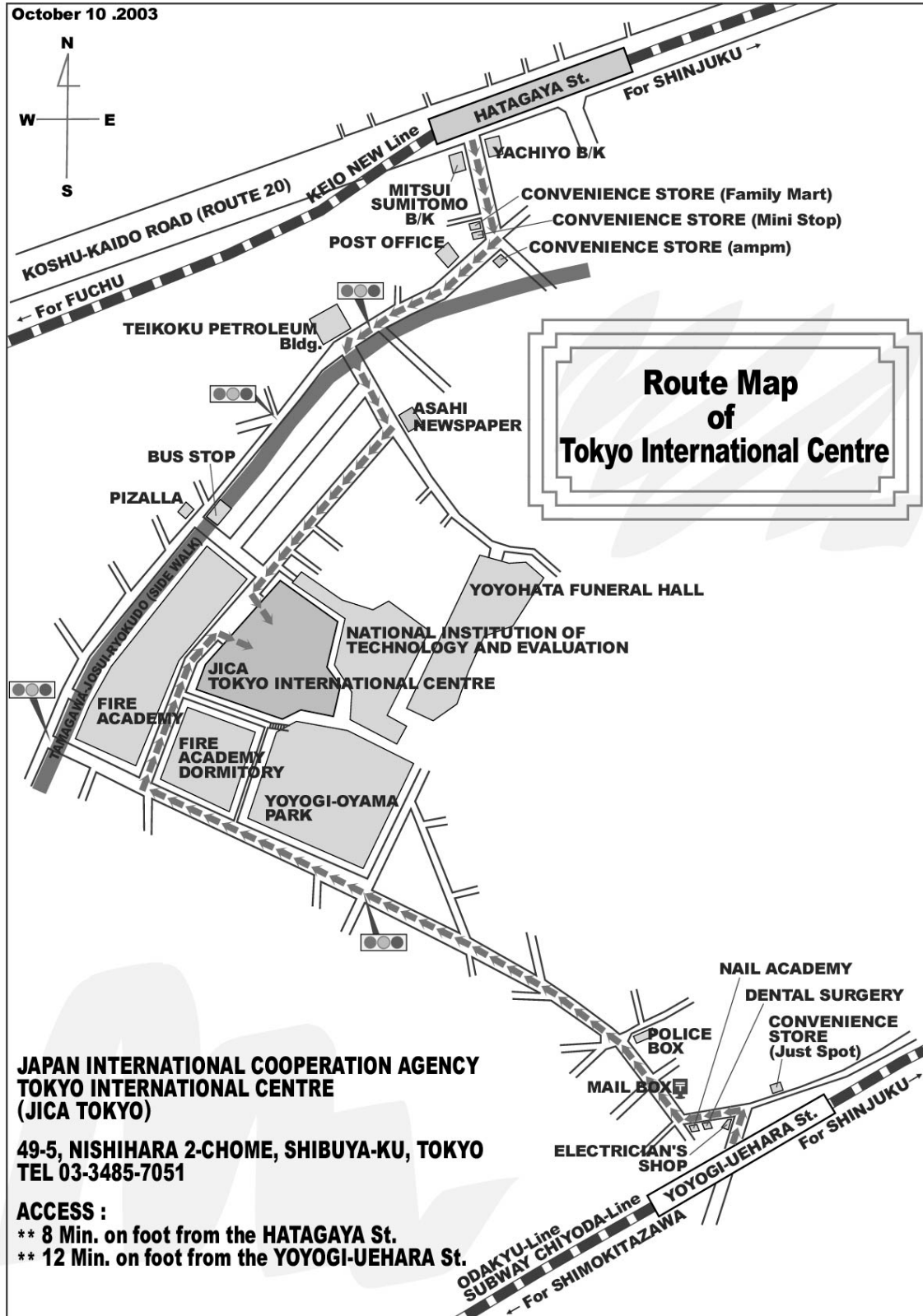
### *Useful Links (train companies)*

Keio Line            <http://www.keio.co.jp/english/index.html>

Tokyo Metro        <http://www.tokyometro.jp/en/index.html>

Odakyu Line        <http://www.odakyu.jp/english/route/index.html>

(2) Map



## 2 Weather Information

### (1) Weather in Tokyo.

Spring and Autumn	It is very pleasant although the weather tends to alternate between warm and cool.
Summer	It is quite humid. The temperature often exceeds 30°C in the daytime.
Winter	The air is clear and dry. It does not snow much.
Rainy Season and Typhoon Season	It is very humid in the rainy season which runs from early June until late July. Typhoons hit Japan in August and September and sometimes bring strong winds and rain.

### (2) Temperature and Rainfall in Tokyo (1981-2010)

		Temp (°C)			Humidity (%)	Rainfall (mm)
		Average	High	Low		
Jan	Winter	6.1	9.9	2.5	49	52.3
Feb		6.5	10.4	2.9	50	56.1
Mar		9.4	13.3	5.6	55	117.5
Apr	Spring	14.6	18.8	10.7	60	124.5
May		18.9	22.8	15.4	65	137.8
Jun		22.1	25.5	19.1	72	167.7
Jul	Rainy Season	25.8	29.4	23	73	153.5
Aug	Summer	27.4	31.1	24.5	71	168.2
Sep		23.8	27.2	21.1	71	209.9
Oct	Autumn	18.5	21.8	15.4	66	197.8
Nov		13.3	16.9	9.9	59	92.5
Dec	Winter	8.7	12.4	5.1	52	51

Source: Japan Meteorological Agency

### 3 Main Facilities

#### (1) Main Building



#### 1st floor: LOUNGE

Dining Hall, Auditorium  
(Gymnasium), Seminar Room,  
Karaoke Rooms, Shopping Corner,  
Beverage Vending Machines,  
Billiards Corner, Newspaper Corner,  
Smoking Room



#### 2nd floor: MAIN ENTRANCE / LOBBY

Front Desk, Communication Plaza  
(Information Desk, Service Counter,  
Travel Agency [Kokusai Service  
Agency (KSA) Desk]), PC Help Desk,  
Seminar Room, JICA Tokyo Office,  
Public Telephones,

#### 3rd floor: OFFICE and SEMINAR ROOMS

Director General's Room, JICA Tokyo  
Office, Reception Room, Lecturers'  
Room, Seminar Rooms

#### 4th floor: SEMINAR ROOMS

Seminar Rooms, General Orientation  
Room, Assembly Room



## (2) Accommodation Building



Guest Rooms (441 rooms in total, including single, twin, and barrier-free rooms),

4th floor: Clinic, Counselor's Room, Cash Dispenser, Guard's Counter, Smoking Room

5th floor: Computer Room

each floor: Laundry Rooms



**Smoking in rooms and balconies is prohibited.** You can smoke only at the smoking rooms on the 4<sup>th</sup> floor of the accommodation building and on the 1<sup>st</sup> floor of the main building.

## (3) Annex Building

1<sup>st</sup> floor: JICA Office, Coordinators' Room

2nd floor: Seminar Rooms

Rooftop: Tennis Court



## 4 Services

### (1) Facilities in a guest room

Single bed, TV (free movie channel available), desk, bath tub & shower, toilet, telephone (international calls available), safety box, air conditioner. You would receive a small set of daily necessities on your arrival including bath towel, small towel, shampoo and conditioner, tooth blush, tooth paste and soap. Please be reminded that amount of shampoos are really small. Irons are available at the Guard's Counter

## (2) Hot Water and Ice

Drinkable hot water is available at the corner of each floor in the accommodation building. Ice is available at the corner of 1<sup>st</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 7<sup>th</sup> and 9<sup>th</sup> floor.

## (3) Laundry

Washing machines are located in Laundry Room in each floor. You can buy detergent at the Shopping Corner. Irons can ONLY be used in Laundry Rooms.

## (4) Dining Hall

The Dining Hall offers more than 20 kinds of dishes daily including vegetarian meals and halal foods.



## (5) Medical Care

JICA participants can receive medical treatment with JICA Medical Card during your official stay in Japan for any unhealthy conditions except the following;

- 1) Medical treatment of your pre-existing diseases for which immediate treatment or examination is not required.
- 2) Corrective surgery which does not require immediate treatment.
- 3) Any medical treatment related to and resulting from pregnancy.
- 4) Treatment of your teeth for corrective purposes including decorative ones.
- 5) Purchase and repair of corrective eye glasses and contact lenses.

## (6) Communication Plaza

Information on recreational activities is available at the Information Desk. KSA personnel provide flight information services and advice on traveling to your country. At the Service Counter, you can reserve the tennis court and a Karaoke room as well as check out DVDs.



## (7) Recreational and cultural activities

JICA Tokyo organizes the following activities for the participants to make their stay in Japan more pleasant.

### **Cultural Activities**

As a part of introduction to Japanese culture, activities such as demonstration of

tea ceremony, flower arrangement, paper picture making, Kamakura guided tour are conducted. Please ask for details at Information Desk.

### **Japanese Language Course**

You are recommended to attend the three-day classes since basic knowledge of Japanese language will certainly help to make your stay in Japan more comfortable and wonderful. The class schedule is available at Information Desk.

### **Sports Activities**

The Auditorium is available for sports. We also have a tennis court.

#### **(8) Computers**

The equipment for internet access are set up in each room. Guests can connect to the internet service with their own computer. Also, there are two PC rooms in JICA Tokyo.

NOTICE: Electric voltage throughout Japan is 100 volts AC. Electrical outlets in your room only accept two-pronged plugs.

#### **(9) Shopping Corner**

Daily necessities, stationery, postage stamps, photo services, and laundry services are available at the Shopping Corner. Electric appliances are also sold.