

# Housing Orientation Housing Management Section





# Intern Accommodation

## Website

(In the room information email)

Intern Accommodation (for RI and VRS)



[ Link ]

### Bedding To Be Prepared by Resident

Please make sure to bring your own **Matless sheets**, **Comforter cover**, and **Pillowcase**.  
Please refrain from using the bed without sheets and pillowcases.

[Size of items provided]

- Matless (120 x 198 x 26 cm)
- Comforter/duvet (170 x 210 cm)
- Pillow (40 x 60 cm)



# Room Check Sheet & Agreement

Due: within 3 days after move-in

Please submit this and key picture within 3 days after your check-in date to Housing Management Section (student-housing@oist.jp).

Furniture and Room Check List		The Gardens	
Items	Description	Q1	Q2
Resident Furniture (住戸内)	Bed / ベッドフレーム	1	<input type="checkbox"/>
	Study desk / デスク	1	<input type="checkbox"/>
	Book cabinet / ブックシェルフ	1	<input type="checkbox"/>
	Book shelf / ブックシェルフ	1	<input type="checkbox"/>
Bed cover (敷)	3 Manager bed cover (3層ベッドカバー) (3層ベッドカバー)	3	<input type="checkbox"/>
	1 Pillow (1枚) (枕)	1	<input type="checkbox"/>
Living Room Furniture (リビング内)	Living table / ボルトテーブル	3	<input type="checkbox"/>
	Living chair / ボルトチェア	4	<input type="checkbox"/>
	Stool for Microwave / ストール	1	<input type="checkbox"/>
	Desk (Free Standing desks) / 自由設置デスク	2	<input type="checkbox"/>
Living Room Furniture (リビング内)	Single chair / シングルの椅子	2	<input type="checkbox"/>
	Trash boxes / ゴミ箱	2	<input type="checkbox"/>
	Living room furniture (リビング内)	1	<input type="checkbox"/>
Living Room Furniture (リビング内)	Table / テーブル	1	<input type="checkbox"/>
	Armchairs / 肘掛け椅子	1	<input type="checkbox"/>
Bath equipment (バス)	Washing machine / 洗濯機	1	<input type="checkbox"/>
	Washing machine / 洗濯機	1	<input type="checkbox"/>
Chair (椅子)	Chair / 椅子	1	<input type="checkbox"/>
	Chair / 椅子	1	<input type="checkbox"/>

If you see any issue like damage, scratch and stain in the room, please leave a comment.

### Agreement between OIST and Resident Concerning use of Furniture and the Residential Unit

Whereas OIST has provided furniture, furnishings and other household items (the Furniture) in the residential unit to be occupied by the Resident, OIST and the Resident hereby agree as follows:

- An inventory of the items of Furniture provided in the unit when the Resident took up occupancy is attached, and must be checked as correct and signed by the OIST Representative and Resident at the commencement of occupancy.
- The Resident shall be solely responsible for the use of Furniture and the room, and shall use and take care of all items of Furniture in a responsible manner. This shall include regular cleaning and user maintenance as appropriate for each item.
- The Resident shall immediately report to the OIST Representative in the Housing Management Office the loss, damage or breakage of any item of Furniture.
- Repair or replacement of any item of furniture and furnishings which is assessed as due to normal wear and tear shall be made at the expense of OIST, but the Resident may be held responsible for the cost of any repair or replacement which is assessed as due to negligence or willful behavior of the Resident. (Note: The Resident shall be considered responsible for the behavior of any person that he or she permits to enter the residential unit.)
- The Resident shall be responsible for the cost of any repair or replacement of household items.
- At the time of vacating the residential unit, OIST shall inspect and check each item of Furniture against the inventory attached hereto, and responsibility for any repair or replacement deemed necessary shall be assessed in accordance with Paragraph 4 above.
- The Resident shall NOT change the room. This includes the bed room.
- The Resident shall immediately move out of the room after the internship termination.
- The Resident shall not leave anything behind when the time of vacating the residential unit.

I have read and accept the conditions in this check list and agreement.  (Please check the box on the left.)

Resident Name: \_\_\_\_\_ Address: \_\_\_\_\_  
 Date: \_\_\_\_\_ Room No.: \_\_\_\_\_

Please submit this and key picture within 3 days after your check-in date to Housing Management Section (student-housing@oist.jp).

OIST (use only) Housing Management Section: Please do not forget to send a key picture together!



# Household Trash

## IMPORTANT

- ① Buy designated garbage bags
- ② Separate your trash!

[ Link ]

### How to Separate & Dispose of Household Trash

★Reduce and Recycle Wastes!★ Onna Village

**TYPES OF WASTE**

**Burnable Wastes**

- Food Scraps
- Cooking Oil
- Disposable Diapers
- Flammable Liquids (e.g., Gasoline, Oil)
- Flammable Solids (e.g., Paper, Cloth)
- Flammable Gases (e.g., Propane)

**Non-Burnable Wastes**

- Household Appliances (e.g., Refrigerator, Air Conditioner)
- Small Appliances (e.g., Toaster, Kettle)
- Plastic Containers (e.g., Bottles, Jars)
- Capacitor Lights
- Lighters, Matches, etc.
- Other Daily Items

**Hazardous Wastes**

- Flammable Liquids
- Batteries
- Mercury Thermometers

**Recyclables**

**Paper Wastes**

- Books
- Shredded Paper
- Carbon
- Paper Cartons

**Cans**

- Steel Cans
- Aluminum Cans
- Aerosol Cans

**PET Bottles**

- Plastic Bottles
- Plastic Containers

**What is Included in Bulk Wastes?**

Chairs, tables, desks, beds, refrigerators, freezers, ovens, cupboards, bicycles, lawn mowers, etc.

★Large volume waste and waste generated during moving must be properly transported. Call Village Office and Environment Section for more info.

**Collection Days** ★Put out waste by 8:00 AM on collection days. (Do not put out on the night before to avoid scattering by cats or dogs.)

District	Nakama	Kisenbaru	Senigaki	Onna	Mirami-Onna	Maeganku	Yamada
Type	Aliso	Onna	Onna	Onna	Fuchaku	Fuchaku	Shoyu
Burnable	1st, 3rd, 5th	2nd, 4th, 6th	1st, 3rd, 5th				
Non-Burnable	2nd, 4th, 6th	1st, 3rd, 5th	2nd, 4th, 6th				
Bulk Wastes	1st & 3rd Mon	2nd & 4th Mon					
Recyclables/ Hazardous	1st to 3rd Mon (1st to 3rd Mon)	2nd to 4th Mon (2nd to 4th Mon)	1st to 3rd Mon (1st to 3rd Mon)	1st to 3rd Mon (1st to 3rd Mon)	1st to 3rd Mon (1st to 3rd Mon)	1st to 3rd Mon (1st to 3rd Mon)	1st to 3rd Mon (1st to 3rd Mon)

**Prices for Designated Waste Bags**

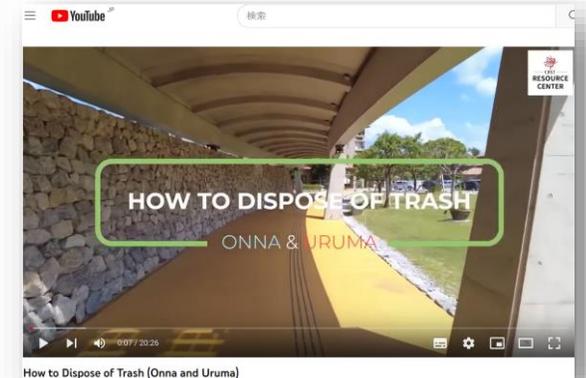
Type	Size	Price (incl. Tax)
Burnable Waste	L (Pkg. of 10)	¥500
	M (Pkg. of 10)	¥200
Non-Burnable Waste	L (Pkg. of 10)	¥200
	M (Pkg. of 10)	¥150

**Bulk Waste Collection**

- Collected by the Village Office: BY APPOINTMENT ONLY, submit desired collection date when purchasing a bulk waste disposal ticket at the Onna Village Residents Division or at your local community hall. Put out the waste with the ticket affixed in front of your house (or apartment building) on the reserved date.
- Personally Transport to Landfill Site (Charge applies): ¥100/10kg, maximum of 20day per household for concrete blocks resulting from DIY demolition. Hours: 9AM to 5PM (closed for lunch). Closed Tuesdays & Jan. 1 to 3.

Point of Contact: Residents Division TEL: 966-1205 Onna Village Landfill Site TEL: 965-6486 943-63 Fuchaku, Onna Village

[ Link ]



How to Dispose of Trash (Onna and Uruma)

# Burnable Wastes



※Use bags designated for burnable wastes.

## Food Scraps



※Drain of liquid before disposal.

## Cooking Oil



※Use newspapers or cloths to absorb oil, or oil solidifier sold in stores.

## Disposable Diapers



※Remove all solids and flush down toilet.

## Plastics/CDs/Cassettes/ Video Tapes/Rubber, etc.

CDs, cassettes, video tapes, vinyl or polyester bags, other plastic products, etc



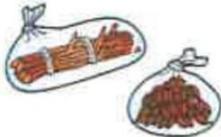
※PET bottles are recyclable.

## Scrap Paper/Carbon Paper/ FAX Paper (Thermal Paper)

FAX paper (thermal paper), carbon paper, and tissue paper



## Yard Wastes



※Branches capable of damaging garbage trucks should be disposed of as bulk waste.

## Cloths



# Non-Burnable Wastes



※Use bags designated for non-burnable wastes.

## Ceramics (bpwls, dishes)/Glass (including heat resistant glass)/Oil or Cosmetic Bottles, etc



## Small Appliances



※Branches capable of damaging garbage trucks should be disposed of as bulk waste.

## Disposable Lighters



※Empty before disposal.

## Metal/Kettles/Hangera/ Umbrellas, etc.



## Razors/Cutters/ Knives/Saws, etc



※Wrap broken shards or blades in heavy paper.

## Broken Glass Mirrors



- Do NOT mix with non-burnable wastes such as cans, bottles & metals.



- Do NOT mix with plastic & recyclables.

# Recyclables

## Paper Wastes



Use Paper Cord

※Separate by type and tie with paper strings. (Do not use duct tape.)

### Paper Cartons

Rinse, cut open, and tie crisscross with string (Cartons with aluminum linings are burnable waste.)



### Books

Comics, magazines, paperbacks, hardcovers, paper boxes, etc



### Newspapers/Fliers/ Sheets of Paper



### Cardboard

Remove all tape and staples.



Not collected on rainy days

- Paper cannot be recycled once soaked.
- Keep until next collection day if raining.

≠ Non-recyclable items:  
FAX paper (thermal paper)/  
photographs/oilpaper/  
envelopes with windows/  
carbon paper  
(Above items must be treated as burnable wastes.)

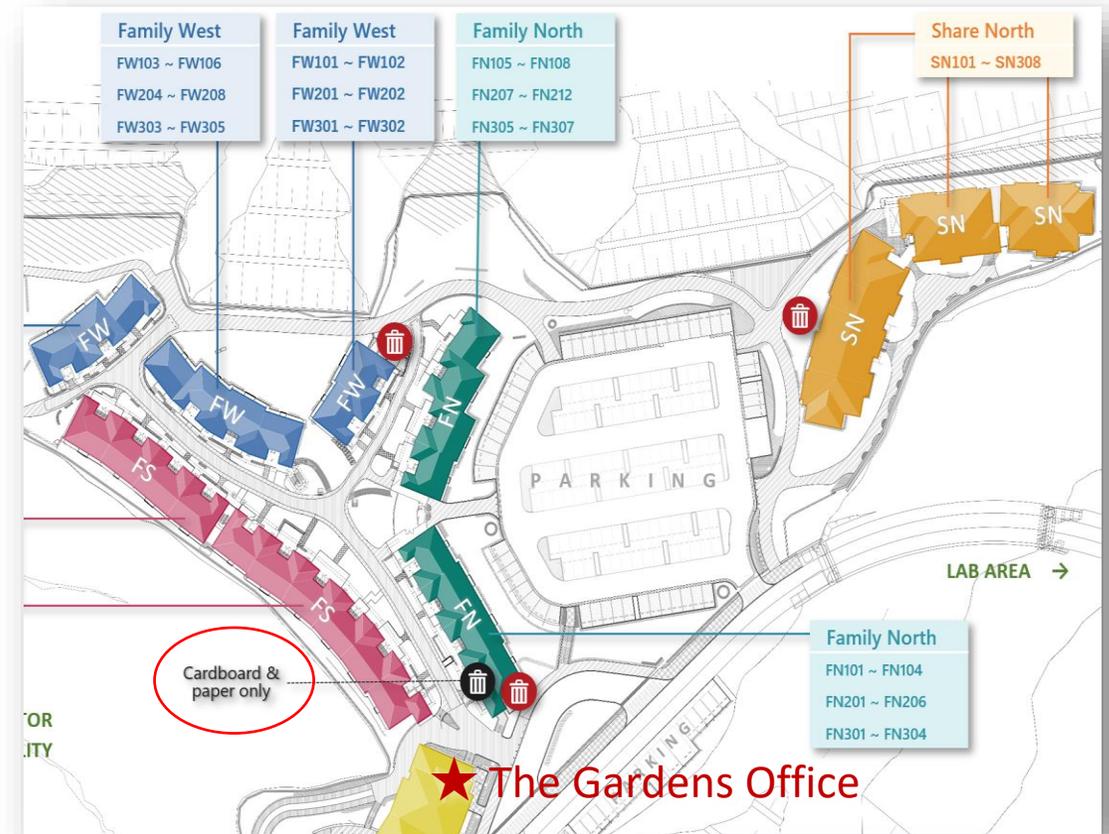


≠ Do not insert in bags.

Please Do!

- Tie with paper string.
- Leave in the paper garbage storage.

## Garbage collection areas



# Recyclables



※Use bags designated for recyclable items.

## PET Bottles

Include only items bearing the symbol to the right.



※All recyclable PET bottles bear the symbol either on the sides or bottom.

●Dispose of containers NOT having the symbol or containers for oil, dressings, sauce, detergents, shampoo or cosmetics as burnable waste.



※Remove caps and rinse before disposal.

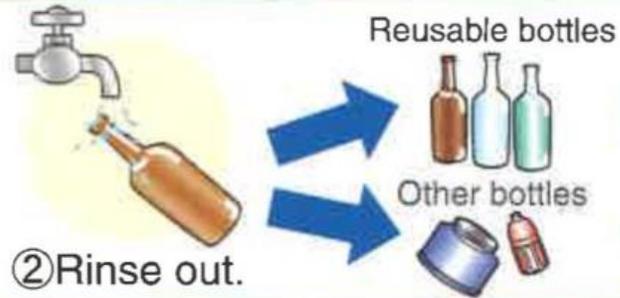
※PET bottles cannot be recycled if containing cigarette butts or other foreign matter.



## Glass Bottles & Jars

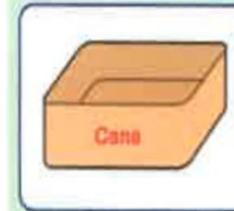


① Remove all caps or corks.



② Rinse out.

## Cans



※Provide a box or container for disposal.

### Steel Cans



All steel cans bear the above symbol.



### Aluminum Cans



All aluminum cans bear the above symbol.



### Aerosol Cans

Gas cylinders for portable gas stoves, insect or hair spray cans, etc



- Empty and rinse before putting out.
- Dispose of empty paint, oil or bulk (18L) food cans as non-burnable waste.
- Completely use up aerosol cans before disposal.

※Cans cannot be recycled if containing cigarette butts or other foreign matter.

Please Do!

- Remove caps and labels
- Rinse out

Please Do!

- De-pressurize Aerosol cans

# Bulk Wastes

## What Is Included in Bulk Wastes?

In principle, whatever cannot fit into a designated bag is bulk waste. If broken into pieces small enough to fit into designated bags, items can be disposed of as burnable or non-burnable wastes.

※Call Section in charge for more info about collections.



Please  
Do!

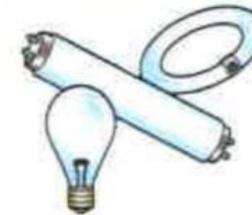
- Buy a collection voucher.
- Make a reservation

# Hazardous Wastes



※Provide a box or container for disposal.

Florescent Lights/Bulbs



Batteries



Mercury Thermometers



- Do NOT mix with other waste.



# Control Humidity

- **Mold**  
If you see mold, please wipe away asap!



Recommended  
A/C setting  
**Cool 25°C**

- **Condensation**



# Contact Information



University



**Housing Management Section**  
student-housing@oist.jp

## OPEN HOURS

**Weekdays**                      9:00 – 17:30

- Room allocation
- Monthly & Move-out inspections

 **合人社 The Gardens Office**

Housing Management Company



## Gradens Office

gardens\_office@gojin.co.jp

## OPEN HOURS

**Weekdays**                                      9:00 – 18:00

**Weekends & Holidays**                      9:00 – 17:00

- Building management
- Furniture, AC/, Gas stove

**Nighttime Emergency**  
**050-5835-2236**



# Any questions?

[Intern Accommodation Website](#)

