

Category	Item	Details
Facility	1 Disinfection & sanitization	The spraying of disinfectant liquid (rubbing alcohol), such as hypochlorous acid water, entirely or partially on a regular basis. To have disinfectant liquid (rubbing alcohol) ready for use at any time.
	2 Doors and doorknobs	To disinfect areas of common use on a regular basis.
	3 Air ventilation	Leave doors and windows open. To refresh the air in the room, by using exhaust fans and electric fans, and clean them on a regular basis.
	4 Maximum number of participants	Based on the available exercise space, set a maximum limit of participants that would allow a constant level of SD ※1. For facilities with an exercise space of under 100 square meters, extra care is necessary to avoid the crowding of people.
	5 Toilet and changing room	To not have towels for common use. Recommend the use of personal handkerchiefs or prepare disposable paper towels. Keep the garbage can clean, and throw away the trash frequently (avoid full garbage cans).
	6 Elevator	To avoid pushing the elevator buttons with hands and fingers.
	7 Others	To also apply this guideline for trainings at rental spaces.
Class	8 Time of each class	It is ideal to set each class for 30-40 minutes. Design the training menu in a compact manner.
	9 Number of participants	Based on the available exercise space, set a maximum limit of participants that would allow a constant level of SD. For facilities with an exercise space of under 100 square meters, extra care is necessary to avoid the crowding of people.
	10 Training schedule	To secure enough time between each class to enable appropriate disinfection and refreshing of air.
	11 Observation	To only allow the minimum number of people in the exercise space, and prohibit the observation of trainings (by family members, etc.). If there should be compelling reasons for the student to be observed, such exception will be approved.
Training	12 Distance between students	SD must be secured between students at all times, in all exercises and even during breaks.
	13 Kihon, Ido, Kata	When vocalizing Kiai (during Kihon, etc.), the frequency should be once every 10 techniques or less. To avoid many categories and techniques. During technical guidance that requires contact, avoid contact with the hands and fingers.
	14 Yakusoku Kumite	To carry out as shadow training and avoid contact. The interval between each round should be longer than normal times, and the overall time for this menu should be compact.
	15 Jiyu Kumite	To carry out as shadow training and avoid contact. The interval between each round should be longer than normal times, and the overall time for this menu should be compact.
	16 Use of equipment	Equipment for training, such as mitts and pads, will be disinfected after each use.
	17 Physical training	To avoid any assistance or contact between participants.
	18 Kiai	To avoid vocalizing Kiai as much as possible. When vocalizing, the inhaling and exhaling must be short. Not 'Seiya', but 'Sei', or 'Se'. Frequency must be limited. Communication such as greeting and responding is necessary, but efforts need to be made to shorten the vocalization.
	19 Etiquette and manners	Greetings that require contact, such as shaking hands, will be avoided.
	20 Cleaning	In principle, will not be part of the training curriculum. When necessary, it will be completed in a short time, while wearing masks.
Instructor	21 Wearing of mask	In principle, as long as there are no exceptional physical conditions that prevent it, one must wear a mask. It is important to create an atmosphere where students feel comfortable to wear their mask.
	22 Prior measuring of body temperature	To measure their own body temperature before and after the training session. If one should have a slight fever ※2, an instructor with the required temperature should substitute, or the class should be canceled.
Student	23 Measuring of body temperature prior to training and observing of health condition	To prohibit the participation of students with a slight fever, or students who are not feeling well. During the training, observe the health condition of the students, and create an atmosphere where students can report any changes in their condition. If a change in condition is confirmed, the student must be sent home for further health observation.
	24 Measuring of body temperature	It is ideal to have a non-contact type thermometer ready for checking the body temperature of the students.
	25 Gargling and washing hands	To wash hands before and after the training, based on the method promoted by the government. It is also good to wash hands regularly during the training.
	26 Mask	Students will be asked to wear a mask, but if it should be difficult due to physical conditions, then it will not be forced upon. Heavy physical training that may affect the heart rate will not be carried out while wearing a mask.
	27 Hydration	It is important to stay hydrated, and every 15 minutes is a good pace to take such short break.
	28 Changing and taking breaks	It is important to avoid the crowding of people, especially in the changing room, around lockers, and the area to take off and wear shoes. Including the break time to hydrate, if there is not enough space, division into groups and taking turns is important.
	29 Cough etiquette	It is important to periodically remind participants.
Office Work	30 Taking attendance of training	To take attendance of trainings, so that information can be shared with the related authorities in an infection cluster scenario. If an infection is confirmed, the information needs to be managed carefully, and reported to the Headquarters and related sectors in a prompt manner. It is also important to follow the advice and instructions from the Headquarters and related sectors, and disclose the necessary information.
	31 Exchange of documents and handling of payments	SD must be maintained in any exchange of documents, which should be done without facing each other. In order to avoid contact, cash should be exchanged on a tray (not directly by hand). For any reception counters, it is advised to use clear plastic or vinyl curtains to prevent droplet infection.
Others	32 Policy and request of the cabinet and local governments	Efforts will be made to constantly gather information. If it should be required by any request, the canceling of trainings and the closing of dojos will be carried out in a prompt manner.
	33 Closing of elementary and junior high schools	Efforts will be made to constantly gather information. With the policies of the cabinet and local government as a foundation, the information related to the schools in the area will be considered in any judgements related to the management policy of the dojo.
	34 Emergency communication with students and parents	Efforts will be made to announce related information at the appropriate timing, including the effective use of social media. When sending out emergency communication through social media, such notice will be made appropriately.
	35 Update of measures	Preventive measures that are considered effective will be introduced, and efforts will be made to minimize the risk of infection. This guideline will be updated and circulated regularly.

※1 SD: Social Distance ※2 Slight Fever: 37 degrees Celsius, but for those with low basal body temperature, the standard can be +1 degree Celsius from basal body temperature