

# Key Reminders

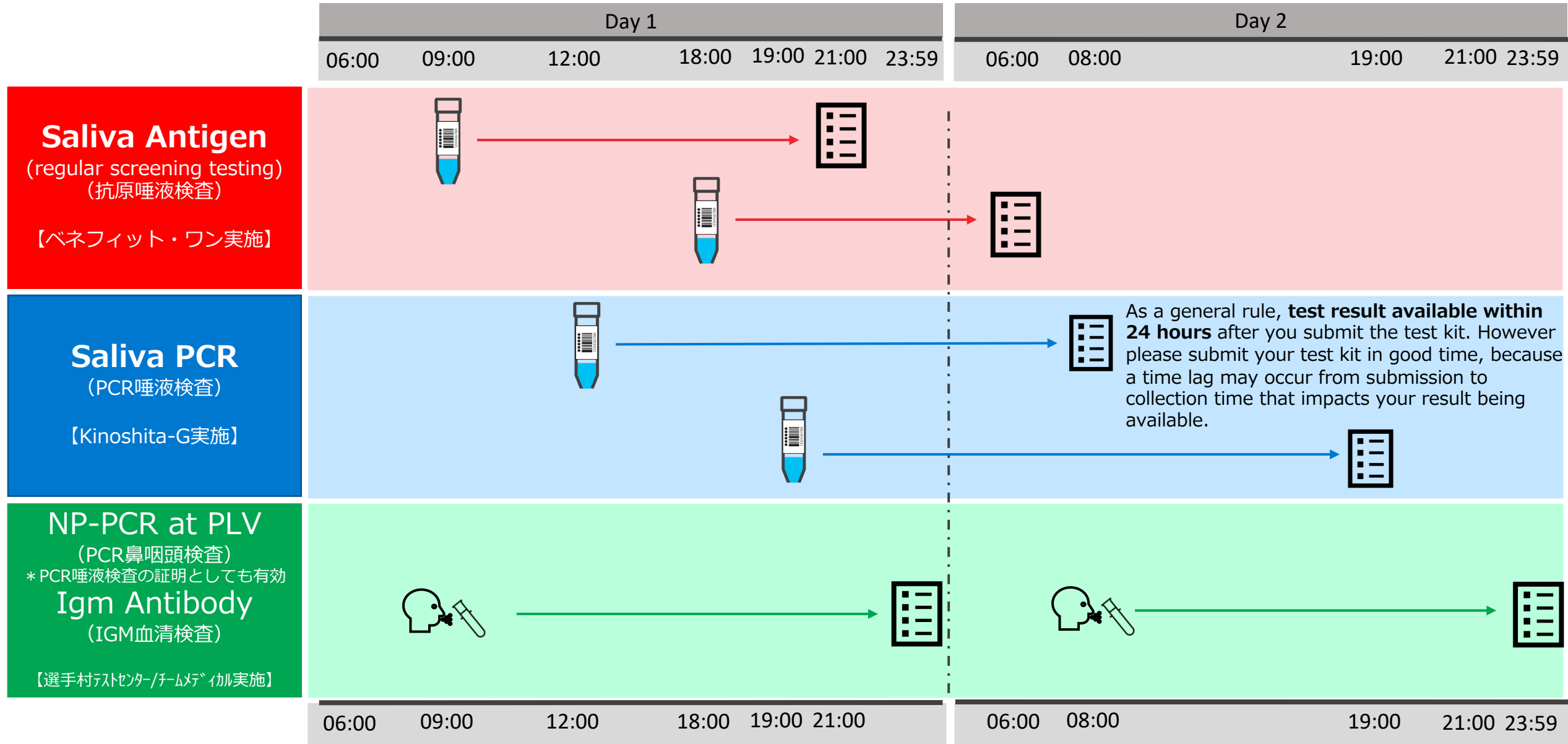
- **Understand the type of test needed for your transit and destination country / countries**
  - **Note that some countries do not have testing entry requirements or accept full vaccination in lieu of testing**
- **Understand the time period prior to departure within which the test must be taken**
- **Understand the information that will need to be included in the certificate**
- **Organise the logistics of your pre departure testing needs in advance**
- **If your testing method requires pre booking, book in advance**

## 注意事項

- ご自分の渡航先また経由地で必要な検査をご理解ください。（詳しくは大使館、航空会社に確認）
- 国によっては、入国の際に検査が必要なかったり、ワクチン接種証明書の提出が求められることもあります。（抗原唾液/PCR唾液/PCR鼻咽頭/血清Igm抗体/ワクチン接種証明）
- どの検査タイプが必要で、検査に必要な時間また、検査結果取得までの時間をご理解ください。
- 陰性証明書に必要な記載の詳細をご理解ください。
- 出国前にご自分で検査までの流れをしっかりとご理解ください。
- 事前予約が必要な場合は、ご自分で確実にご予約をお願いします。

# Test submission and results timelines

(検体提出から陰性結果証明取得までの時間)



# Pre-Departure Testing [ OF/PF/OTHER SH (Except RHB/PRS) ]

Country-specified test method	How to provide Location	How to take the test	How to receive the certificate	Time to certificate (Depends on a venue specific)	Cost
<b>Saliva PCR</b>	Screening Test (PCR)	CLO will be distributed. Personal registration is required at the time of submission <a href="https://2020pcr.kinoshita-group.co.jp/users-test/register">https://2020pcr.kinoshita-group.co.jp/users-test/register</a>	Download from ICON  <a href="https://infection-control.tokyo2020.org/icon">https://infection-control.tokyo2020.org/icon</a>	Submit →Certificate 7am~12pm →next day 8am 12pm~ 7pm →next day 7pm	Free
<b>Nasopharyngeal PCR</b> (Alternative to saliva test)	Take a test at a private testing center	Can be booked from <a href="https://www.ocha.go.jp/jp/">https://www.ocha.go.jp/jp/</a>	Depends on the testing agency	Depends on the testing agency	Self-pay
<b>IgM Antibodies</b>					
<b>Others</b>					

# Testing by PCR-Saliva (Kinoshita) Accreditation number and recording your barcode

- Kits available at all competition venues and IBC/MPC
- You must register your accreditation number, date of birth and sample barcode online
- Keep a screenshot of the sample submission confirmation shown on the registration website
- **Photograph the barcode number.**

## 1 Use the correct Accreditation Number

Your accreditation number is the 7-digit number on front of accreditation card



## 2 Use the correct date format

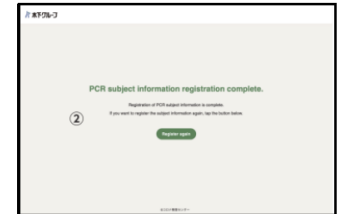
The date needs to be entered as:  
mm/dd/yyyy

## 3 Entering the barcode details

The character displayed as "0" is the number "ZERO" (not an alphabet "O")

## 4 Completing the submission

The information is only submitted once you see the screen pictured to the right.



## 5 Keep a record of your barcode

**To help resolve any issues keep a record of the 11-digit barcode (we recommend taking a picture of it)**

# Negative certificate provided by Tokyo 2020

Certificates from Tokyo 2020 will be provided in the format shown on this page.

If this format does not meet your airlines requirements, destination country or transit country requirements, obtain the required test certificate from a private test provider instead.

Relevant fields are:

- **Personal Information**
  - Name, Passport Number, Nationality, Date of Birth and Gender
- **Test Information**
  - Collection Method
  - Test Results
  - Sample Collection Date and time
  - Test Result Date



TOKYO 2020

Issue Number: NC-000000452  
Date of Issue: 2021/07/27  
Accreditation Number: 7900001

Certificate of Testing for COVID-19

Name: JOHN MICHAEL SMITH

Identification Number: TR1111111

Nationality: United States of America

Date of Birth: 2001/05/25 (YYYY/MM/DD)

Sex: Male

This is to certify the following results which have been confirmed by testing for COVID-19 conducted with the sample taken from the above-mentioned person.

Testing Method for COVID-19: Quantitative antigen test (CLEIA/ECLEIA)

Sample Collection Method: Saliva

Test Result: Negative

Test Result Date: 2021/07/06 (YYYY/MM/DD)

Sample Collection<sup>\*1</sup> Datetime: 2021/07/06 10:00 (YYYY/MM/DD HH:MM)

<sup>\*1</sup> Sample Collection Datetime refers to the time when the sample was received by the testing laboratory. Samples are collected within several hours of receipt by the laboratory.

Athletes' Village Polyclinic  
5 Harumi Chuo-ku, Tokyo, 104-0053, Japan  
Phone: +81 50-9000-8054



<sup>\*1</sup>This is an officially recognised medical institution established and operated based on the Japanese law.

The Tokyo Organising Committee of the Olympic and Paralympic Games

# PCR test : Key notes for WEB registration

## ○ Fill in necessary information

- Accreditation number (twice) : the number is 7 digit on accreditation card bottom right
- Date of Birth (once only) : mm/dd/yyyy
- Barcode number (twice) : 11 digit from **N**umber and **A**lphabet (capital)[**NNN A NNN AA NN**]

## ○ To get the result correctly

- Check registration method and details.
- CLO/Reader must record the barcode which belongs whom on PC or smartphone in advance.

URL for PC

<https://2020pcr.kinoshita-group.co.jp/users-test/register>

QR code for smartphone



- Recommend to take screenshot of registration screen or barcode number to check the result to the company if you are not able to get correct result.

**Attention!!**

# Precautions for examinee registration (1/3)

## Registration for PCR test

Please fill in required fields correctly.

[How to find your accreditation number \(click\)](#)

**Accreditation number (7-digit number)**  
\*If you do not have an Accreditation number, please use Control number (3-letters + 4-digits)

**[Re-enter for confirmation]**  
**Accreditation number (7-digit number)**  
\*If you do not have an Accreditation number, please use Control number (3-letters + 4-digits)

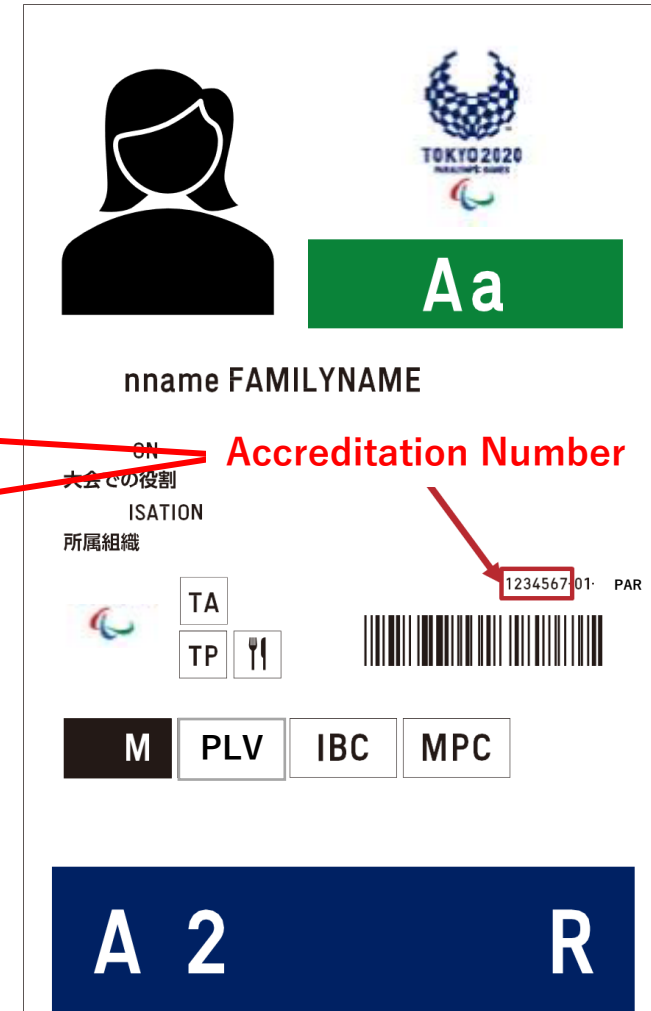
**Date of birth (MONTH/DAY/YEAR) Please select**

MONTH  DAY  YEAR

**barcode number(11-digit Alphanumeric characters)**  
Please enter the 11 digit alphanumeric characters from the barcode sticker. The character displayed as "0" is the number "ZERO"(Not an alphabet "O").

**[Re-enter for confirmation]**  
**barcode number(11-digit Alphanumeric characters)**

**Confirm**



Enter the 7-digit number at the top of the barcode on the front of the accreditation card



**Attention!!**

# Precautions for examinee registration (2/3)

### Registration for PCR test

Please fill in required fields correctly.

[How to find your accreditation number \(click\)](#)

**Accreditation number (7-digit number)**  
\*If you do not have an Accreditation number, please use Control number (3-letters + 4-digits)

**[Re-enter for confirmation]**  
**Accreditation number (7-digit number)**  
\*If you do not have an Accreditation number, please use Control number (3-letters + 4-digits)

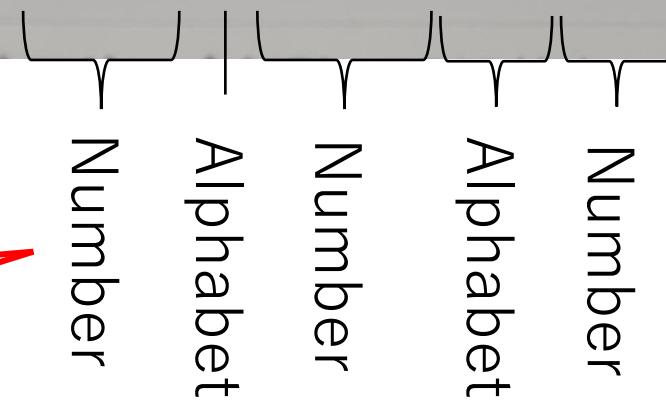
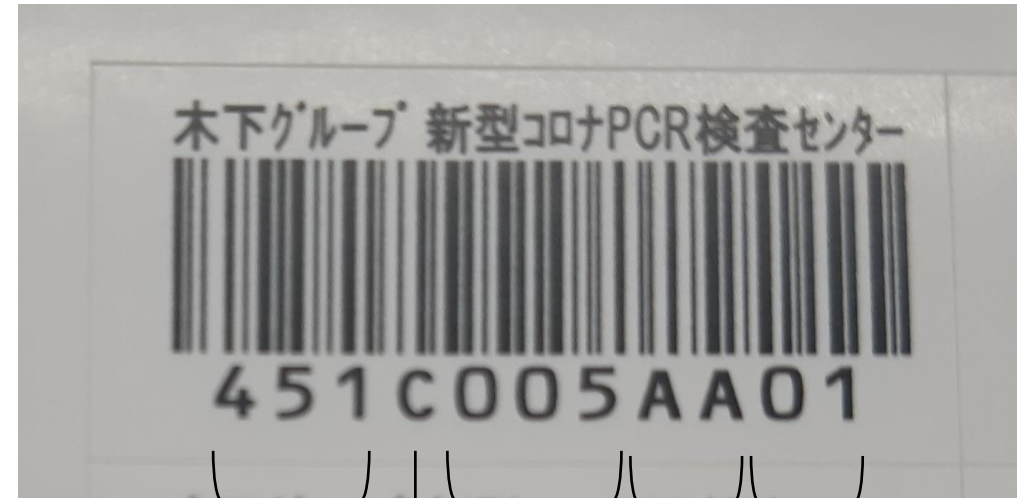
**Date of birth (MONTH/DAY/YEAR) Please select**

MONTH 1 DAY 1 YEAR 19

**barcode number(11-digit Alphanumeric characters)**  
Please enter the 11 digit alphanumeric characters from the barcode sticker. The character displayed as "0" is the number "ZERO"(Not an alphabet "O").

**[Re-enter for confirmation]**  
**barcode number(11-digit Alphanumeric characters)**

**Confirm**

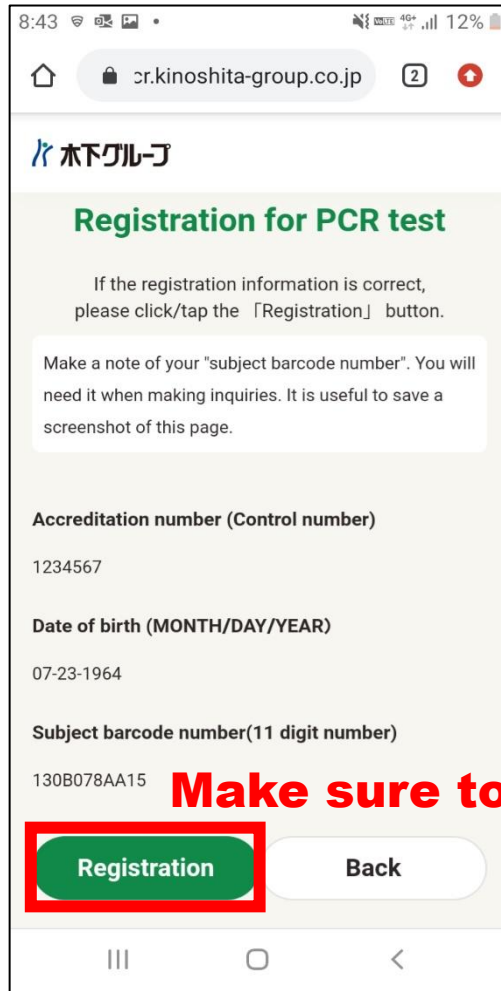


**Enter the numbers and alphabets at the bottom of the barcode**

**Attention!!**

# Precautions for examinee registration (3/3)

What to prepare as a measure in case the proper result is not obtained



**Make sure to click**



Registration screen photo or screenshot

Photo of Accreditation Card and sample

## Downloading your certificate



# ICON USER Manual – how to download a negative certificate

## STEP 1: Log into ICON

Login **ICON Website** with your accreditation number (7-digit) and your password you set at the first access to ICON before using OCHA. <https://infection-control.tokyo2020.org/icon>

If you forget your password, reset your password at the following site:

<https://infection-control.tokyo2020.org/icon/s/login/ForgotPassword>

The image shows a screenshot of the Tokyo 2020 login page and a sample accreditation badge. The login page has a header with the Tokyo 2020 Olympic and Paralympic logos and the text "TOKYO 2020". Below the header, the text "Tokyo 2020" is displayed. The login form contains a "User ID" field, a "Password" field, and a "Forgot your password?" link. A red "Login" button is located below the password field. The accreditation badge on the right shows a user profile with a name "Aa", a 7-digit accreditation number "1234567", and a barcode. A red callout box points to the accreditation number with the text "Your 7-digit Accreditation Number".

Labels on the left side of the image:

- ICON Password
- Password Reset

Labels on the right side of the image:

- Your 7-digit Accreditation Number

# ICON USER Manual – how to download a negative certificate

## STEP 2: Navigate to Negative Certificate

Go to Negative Certificates  
Press New button

The screenshot shows the Tokyo 2020 application interface. At the top, there are logos for the Tokyo 2020 Olympic and Paralympic Games, followed by the text 'TOKYO 2020' and a user profile icon. Below this is a navigation bar with 'Home' and 'Negative Certificate' (the latter is circled in green). The main content area is titled 'Negative Certificates' and '90.All Negative Certificates'. It includes a search bar, a 'New' button (circled in green), and a table of certificates. The table has columns for 'Negative Certificate...', 'Individual', 'Accreditation ...', 'Testing Method For COVI...', 'Test Resu...', and 'Certificat...'. A single row is visible with the following data: 1, NC-0000000318, JOHN SMITH, 7900001, Quantitative antigen test (CLE..., 2021/07/06, 2021/07/21...

Home [Negative Certificate](#)

Negative Certificates  
90.All Negative Certificates ▼

1 item • Sorted by Negative Certificate Number • Filtered by All negative certificates • Updated a few seconds ago

Search this list...

New

	Negative Certificate... ↑ ▼	Individual ▼	Accreditation ... ▼	Testing Method For COVI... ▼	Test Resu... ▼	Certificat... ▼
1	NC-0000000318	JOHN SMITH	7900001	Quantitative antigen test (CLE...	2021/07/06	2021/07/21... ▼

# ICON USER Manual – how to download a negative certificate

## STEP 3: Select a test type

Select a testing type from the list in accordance with what you require for country transit and entry requirements

- Residents of the PLV may only choose Saliva Antigen
- Non PLV residents may choose Saliva PCR if they conducted a test with the Kinoshita provider

**Issue Negative Certificate**

Please select the test method you have been undertaken for this specific certificate for Saliva antigen or Saliva PCR. Make sure the correct test method appears on the certificate. In case of doubt, refer to your CLO. If your country requires a negative certificate with another sample collection method, please refer to your CLO.

Test Method

--None--

✓ --None--

Saliva antigen

Saliva PCR

# ICON USER Manual – how to download a negative certificate

## STEP 4: Confirm or search for the individual

Confirm your name and press "Search" to show your latest testing result

Note: If you are a CLO, you will need to search for your participants name before pressing the 'Search' button. CLO's cannot bulk download certificates

*CLO's complete this step first*

**Issue Negative Certificate**

Please select the relevant test method and the individual you want to issue a certificate for Saliva antigen or Saliva PCR. Make sure the correct test method appears on the certificate. If your country requires a negative certificate with another sample collection method, participants will have to take an inspection in another organization to receive a required certificate.

Test Method  
Saliva antigen

Individual subject to issue certificate  
Mary

Show All Results for "Mary"

MARY JONES  
7900002

*Participants proceed directly to this step:*

**Issue Negative Certificate**

Please select the relevant test method and the individual you want to issue a certificate for Saliva antigen or Saliva PCR. Make sure the correct test method appears on the certificate. If your country requires a negative certificate with another sample collection method, participants will have to take an inspection in another organization to receive a required certificate.

Test Method  
Saliva antigen

Individual subject to issue certificate  
MARY JONES

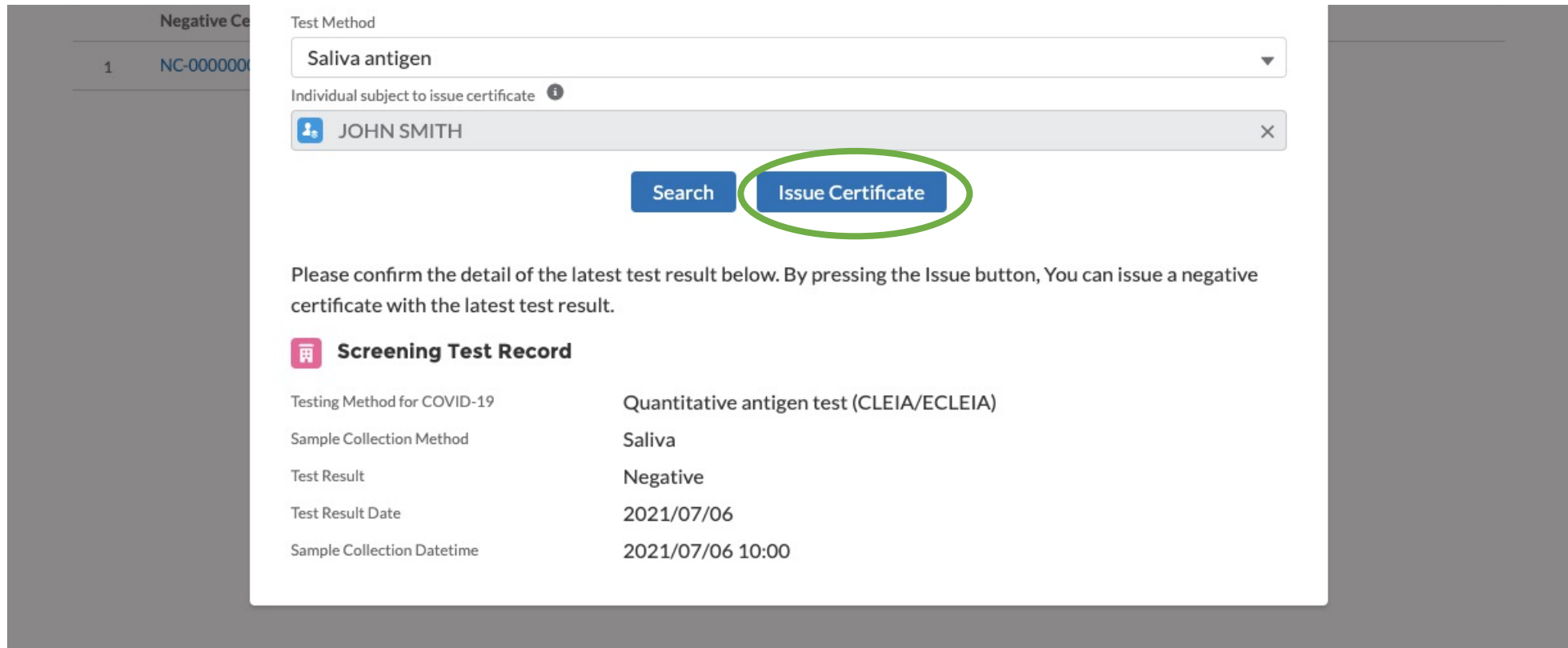
Search Issue Certificate

# ICON USER Manual – how to download a negative certificate

## STEP 5: Issue Certificate

Confirm your latest testing result and method. If all information is correct, press “Issue Certificate”.

Note: ICON cannot issue a certificate if the latest result is positive or NA, or there is no testing result in ICON.



The screenshot shows a web interface for issuing a negative certificate. On the left, a table lists a single entry with ID '1' and certificate number 'NC-000000'. The main area contains a form with the following fields:

- Test Method:** A dropdown menu currently showing 'Saliva antigen'.
- Individual subject to issue certificate:** A search bar containing the name 'JOHN SMITH'.

Below the search bar are two buttons: 'Search' and 'Issue Certificate'. The 'Issue Certificate' button is circled in green. Below the buttons, a confirmation message reads: 'Please confirm the detail of the latest test result below. By pressing the Issue button, You can issue a negative certificate with the latest test result.'

A section titled 'Screening Test Record' displays the following details:

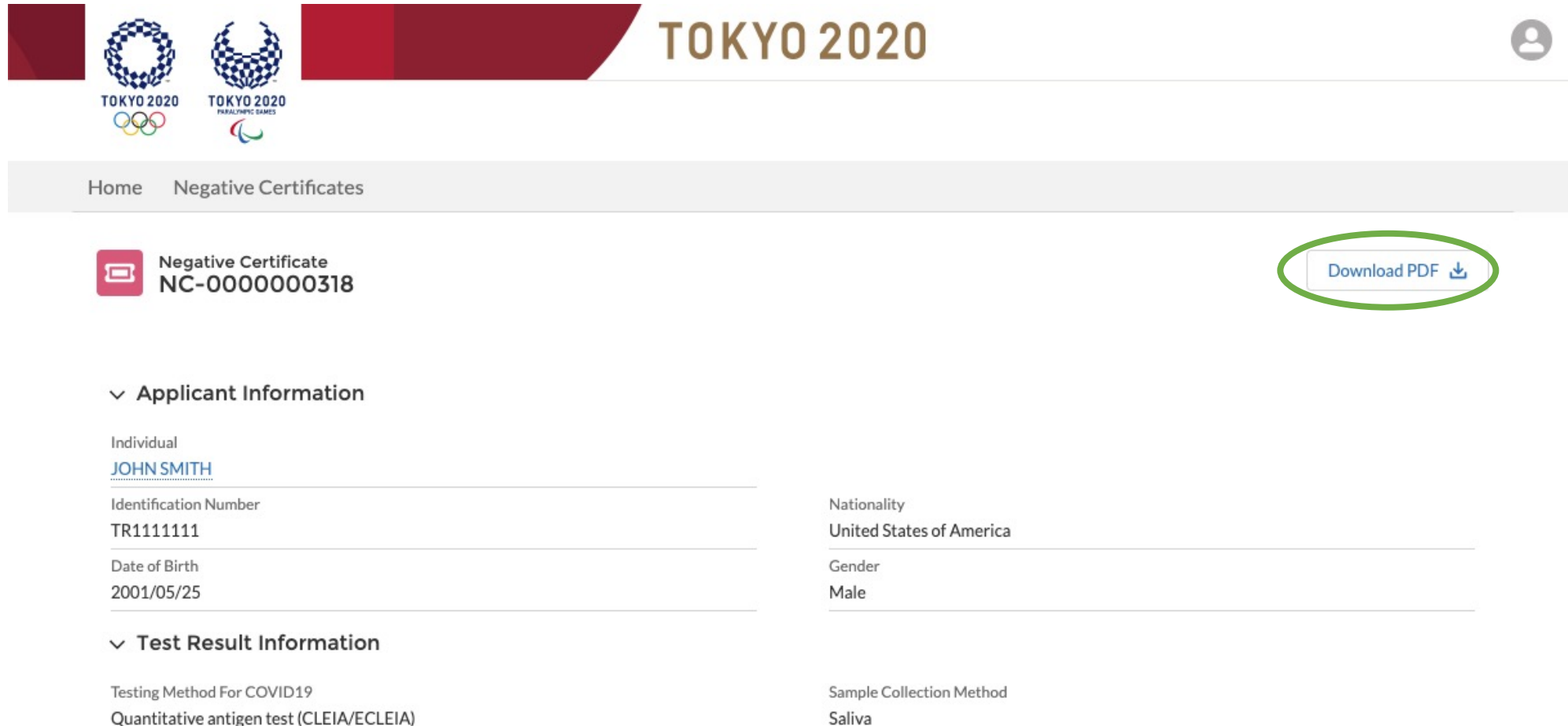
Testing Method for COVID-19	Quantitative antigen test (CLEIA/ECLEIA)
Sample Collection Method	Saliva
Test Result	Negative
Test Result Date	2021/07/06
Sample Collection Datetime	2021/07/06 10:00



# ICON USER Manual – how to download a negative certificate

## STEP 6: Download Certificate


After a few seconds, you can download negative certificate as PDF file to your own device.



The screenshot shows the Tokyo 2020 application interface. At the top, there are logos for the Tokyo 2020 Olympic and Paralympic Games, followed by the text "TOKYO 2020" and a user profile icon. Below this is a navigation bar with "Home" and "Negative Certificates". The main content area displays a "Negative Certificate" with the ID "NC-0000000318". A green circle highlights the "Download PDF" button with a download icon. Below the certificate information, there are two sections: "Applicant Information" and "Test Result Information".

Home Negative Certificates

Negative Certificate  
NC-0000000318

Download PDF 

▼ Applicant Information

Individual  
JOHN SMITH

Identification Number  
TR1111111

Date of Birth  
2001/05/25

Nationality  
United States of America

Gender  
Male

▼ Test Result Information


Testing Method For COVID19  
Quantitative antigen test (CLEIA/ECLEIA)

Sample Collection Method  
Saliva

# ICON USER Manual – how to download a negative certificate

## STEP 7: Save certificate and verify information

You can download PDF file and open it in your device's PDF viewer. Save PDF file into any folders in your device.

 TOKYO 2020

Issue Number: NC-000000318  
Date of Issue: 2021/07/06  
Accreditation Number: 7900001

**Certificate of Testing for COVID-19**

Name: JOHN SMITH  
Identification Number: TR1111111  
Nationality: United States of America  
Date of Birth: 2001/05/25 (YYYYMMDD)  
Sex: Male

This is to certify the following results which have been confirmed by testing for COVID-19 conducted with the sample taken from the above-mentioned person.

Testing Method for COVID-19: Quantitative antigen test (CLEIA/ECLIA)  
Sample Collection Method: Saliva  
Test Result: Negative  
Test Result Date: 2021/07/06 (YYYYMMDD)  
Sample Collection Datetime: \*1 2021/07/06 10:00 (YYYYMMDD HHMM)

\*1 Sample Collection Datetime refers to the time when the sample was received by the testing laboratory. Samples are collected within several hours of receipt by the laboratory.

Athletes' Village Polyclinic  
5 Harumi Chuo-ku, Tokyo, 104-0053, Japan  
Phone: +81 3-XXXX-XXXX

\*This is an officially recognised medical institution established and operated based on the Japanese law.

The Tokyo Organising Committee of the Olympic and Paralympic Games

*Participant information*

*Latest Testing Result*

# Pre-Departure Test / Negative Result Certificate Hotline

- **Questions about pre-departure negative test certificate issued by Tokyo 2020:**

- +81 (0)50 9000 8054

- +81 (0)50 9000 8059

- +81 (0)50 9000 8060

CLO ONLY

- Telephone inquiries are limited to inquiries from CLO or FA representatives. To prioritize contact from CLO and FA representatives in an emergency.
- For inquiries from individuals, please email us. We ask for your understanding.

\*English or Japanese Support \*Operation hours: 9:00 to 21:00

- **ICON technical support:**

- Email: [icon-systemsupport@tokyo2020.jp](mailto:icon-systemsupport@tokyo2020.jp)

\*Available for inquiries from individual stakeholders

- Call Centre: +81 (0)3 6632 2939

\*Only available for inquiries from stakeholders CLOICON technical support:

\*English or Japanese Support \*Operation hours: 9:00 to 18:00

- **Team medical (OLV/MPC Pre-Departure Test Center) support:**

- Email: [pcr-opa-info@team-medical.or.jp](mailto:pcr-opa-info@team-medical.or.jp)

\*Available for inquiries from individual stakeholders