

Ministry of Internal Affairs and Communications

Minister's Secretariat

(Organization)

Secretarial Division
General Affairs Division
Accounts Division
Policy Planning Division
Policy Evaluation and Public Relations Division

(Functions)

In the Minister's Secretariat, the Secretarial, the General Affairs, the Accounts, the Policy Planning, and the Policy Evaluation and Public Relations Divisions carry out general coordination of business among different bureaus and divisions to ensure smooth operation of the clerical work under the jurisdiction of the Ministry of Internal Affairs and Communications.

Administrative Management Bureau

(Organization)

Planning and Coordination Division
Government Information Systems Planning Division
Director for Management (10)

(Functions)

The Administrative Management Bureau is in charge of the following affairs:

- (i) planning of fundamental matters concerning administrative systems in general.
- (ii) planning and coordination of the management of administrative organs.
- (iii) matters concerning settlement of the Basic Policies for public Services Reform provided by the Act on Reform of Public Services by Introduction of Competitive Bidding.
- (iv) development and management of government information systems shared by administrative organs.
- (v) matters concerning implementation and enforcement of Administrative Procedure Act and Administrative Appeal Act.
- (vi) matters concerning implementation and enforcement of Act on Access to Information Held by Administrative Organs as well as Act on Access to Information Held by Incorporated Administrative Agencies (IAAs).
- (vii) serving as a secretariat for the Incorporated Administrative Agency System Evaluation Committee, which states opinions on performance evaluations of IAAs.
- (viii) planning of the common systems related to IAAs.
- (ix) review on the establishment, reform and abolishment of IAAs.
- (x) serving as a secretariat for the Committee on the System of Evaluating Incorporated Administrative Agencies.

Administrative Evaluation Bureau

(Organization)

General Affairs Division
Policy Planning Division
Policy Evaluation Division
Administrative Counseling Division
Director for Evaluation and Inspection (8)
Director of Administrative Counseling Office (1)

(Functions)

The Administrative Evaluation Bureau is in charge of the following affairs:

- (i) planning for Policy Evaluation System and coordination of Government-wide Policy Evaluation Network.
- (ii) overall and comprehensive evaluation of policies of Cabinet Office and Ministries; evaluation to ensure the objectivity and strictness in the implementation of Policy Evaluation conducted by each of the Cabinet Office and Ministries; making of necessary recommendations.
- (iii) evaluation and inspection of the activities of administrative organs and making of necessary recommendations.
- (iv) investigation of activities of public corporations and of programs either delegated or subsidized by the national government.
- (v) serving as the secretariat for the Policy Evaluation Council
- (vi) mediating to settle citizen's complaints concerning the activities of administrative organs, IAAs, public corporations and bodies which carry out programs either delegated or subsidized by the national government.

Local Administration Bureau

(Organization)

Local Administration Division

Residents Administration Policy and Management Division

Administration Improvement Division

Policy Planning Division

Regional Self-support Promotion Division

(Functions)

The Local Administration Bureau is in charge of the administration of the Local Autonomy Law in planning, designing and guiding the system formation of local governments and their operation in general. The Bureau presents opinions in national policy-making related to and influential on the local governmental administration from the standpoint of establishing the effective local autonomy. It also has the responsibilities for rationalization of the scale of each local public entity and its management and for designing the local administrative systems suitable for metropolitan areas, etc.

Local Public Service Personnel Department

(Organization)

Local Public Service Personnel Division

Welfare Division

(Functions)

The Local Public Service Personnel Department is in charge of the legislation on local governmental officials (ex. the Local Public Service Law), performing the role of planning and designing the local public personnel systems, providing the country-wide information and technically advising the personnel administration of local governments, as well as guiding and supervising various mutual aid associations of local governmental officials. It is also in charge of secretarial works of the Council of Local Government Officials Mutual Aid Associations.

Election Department

(Organization)

Election Division

Election Management Division

Political Funds Regulation Division

(Functions)

The Election Department is responsible for researches, planning and designing related to various elec-

tion systems under the Public Election Law, the voting system of the public review against or for the nomination of Judges of the Supreme Court, the affairs concerning political parties and other political organization, promotion of fair election, etc. It is also in charge of supervision of election management councils of local public bodies, the administration of Law for the Regulation of Political Funds and Expenditures and Law for the Government Subsidies for Political Parties and secretarial works of the Central Election Management Council.

Local Public Finance Bureau

(Organization)

- Local Public Finance Division
- Local Public Finance Coordination Division
- Local Allocation Tax Division
- Local Bond Division
- Local Public Enterprise Division
- Financial Management Division

(Functions)

This Bureau deals with the planning and designing of various local financial systems, nation-wide local financial plans, distribution of local allocation tax, permission of local bond issue, guidance of local financial administration including that of municipal enterprises, planning and implementation of financial assistance programs for regional development and statistical works related to local public finance, collecting data and doing researches and studies.

Local Tax Bureau

(Organization)

- Local Tax Planning Division
- Prefectural Tax Policy Division
- Municipal Tax Policy Division
- Fixed Property Tax Division

(Functions)

The Local Tax Bureau is in charge of the administration of the Local Tax Law in planning and designing local tax systems, guiding local tax administration and establishing the standards of fixed assets valuation. It is also responsible for affairs related to local transfer taxes raised by the central government, national grants allocation to the municipalities where non-taxable national governmental properties are located, and affairs related to local taxes which have relations to foreign countries.

Global Strategy Bureau

(Organization)

- International Policy Division
- Technology Policy Division
- ICT Standardization Division
- Space Communications Policy Division
- International Economic Affairs Division
- International Cooperation Division
- Counselor (1)

(Functions)

The Global Strategy Bureau (GSB) is making strategic efforts with a global perspective to facilitate research and development, standardization activities, and global promotion of Japanese ICTs (ICT = Information and Communication Technology), in the context of enhancing international competitiveness. As well, the GSB is committed to making comprehensive and strategic efforts to facilitate global promotion in a broad range of policy fields covered by MIC in a coordinated manner.

Information and Communications Bureau

(Organization)

General Affairs Division
ICT strategy Policy Division
Advanced Information Systems and Software Division
Promotion for Content Distribution Division
Cybersecurity Division
Regional Communications Development Division
Broadcasting Policy Division
Broadcasting Technology Division
Terrestrial Broadcasting Division
Satellite and Regional Broadcasting Division
Counselor (2)

(Functions)

The Information and Communications Bureau is in charge of promoting enhanced functionality for broadcasting services, advanced use of ICT and ensuring cybersecurity.

Postal Services Policy Department

(Organization)

Planning Division
Postal policy Division
Savings and Insurance Services Division
Correspondence Delivery Business Division

(Functions)

Postal Services Policy Department is in charge of the following affairs:

- (i) Issues on the postal services
- (ii) Issues on postal certifiers
- (iii) Supervising the correspondence delivery business
- (iv) Within the scope defined by conventions or laws, negotiating and agreeing on international frameworks of post, making contact with the Universal Postal Union(UPU) and other organizations
- (v) Issues on selling revenue stamps

Telecommunications Bureau

(Organization)

General Affairs Division

(Functions)

General Affairs Division is in charge of the following affairs: general coordination for the Bureau; general affairs concerning with Radio Regulatory Council.

Telecommunications Business Department

(Organization)

Telecommunications Policy Division
Tariff and Telecommunications Access Policy Division
Computer Communications Division
Telecommunication Systems Division
First Telecommunications Consumer Policy Division
Second Telecommunications Consumer Policy Division

(Functions)

The Telecommunications Business Department is in charge of the following affairs: regulation and supervisions of telecommunications; promotion of an environment for fair competition in the telecommu-

nications business; supervision of Nippon Telegraph and Telephone Corporation, Nippon Telegraph and Telephone East Corporation and Nippon Telegraph and Telephone West Corporation; regulation and promotion of telecommunications business; consumer protection; promotion of broadband network, etc.

Radio Department

(Organization)

- Radio Policy Division
- Fixed and Satellite Radio Communications Division
- Land Mobile Communications Division
- Electromagnetic Environment Division

(Functions)

The Radio Department is in charge of the following affairs: frequency assignment; contacting with the International Telecommunication Union (ITU) and foreign administrations concerning allocated frequency usage and interference; enforcement of the Spectrum User Fee system; licensing relations of radio stations; encouragement and promotion of radio wave usage; approval of technical regulations for radio equipment; monitoring and regulation of radio wave, etc.

Statistics Bureau

(Organization)

- General Affairs Division
- Statistics Production Support Division
- Statistics Utilization Promotion Division
- Director for Management of Statistical Information Systems (1)

(Functions)

The General Affairs Division is in charge of overall coordination of the Statistics Bureau's work and matters related to the organization and administration of the Statistical Research and Training Institute and the Incorporated Administrative Agency National Statistics Center.

The Statistics Production Support Division is in charge of the collection and provision of information concerning the production of statistics; the secondary use and provision of questionnaire information provided in Article 2, paragraph (11) of the Statistics Act (Act No. 53 of 2007); the production of statistics by utilizing questionnaire information; conducting statistical research; and the collection and provision of anonymized data provided in Article 2, paragraph (12) of the Statistics Act.

The Statistics Utilization Promotion Division is in charge of the collection and provision of information concerning the utilization of statistics; compiling and publishing statistical compendia etc.; and public relations activities of the Statistics Bureau;

The Director for Management of Statistical Information Systems is in charge of development and management of the information systems for statistics.

Statistical Survey Department

(Organization)

- Survey Planning Division
- Population Census Division
- Economic Statistics Division
- Consumer Statistics Division

(Functions)

The Survey Planning Division is in charge of coordinating the activities of the Statistical Survey Department; the execution and tabulation of statistical surveys entrusted by other national administrative organizations and local governments; technological and methodological research and studies on statistics; and the overall coordination of statistical surveys within the MIC.

The Population Census Division is in charge of the execution and tabulation of demographic surveys

such as the Population Census, surveys on employment and unemployment, and surveys on housing and land; and the compilation of the current population estimates.

The Economic Statistics Division is in charge of the execution and tabulation of the statistical surveys pertaining to establishments and enterprises including the survey of research and development.

The Consumer Statistics Division is in charge of the execution and tabulation of the statistical surveys on family income and expenditure and on prices; and the compilation of the Consumer Price Index.

Director-General for Policy Planning (2)

(Organization)

Director for Statistical Planning

Director for Statistical Clearance (3)

Director for International Statistical Affairs

Director for Pension Planning

Director for Pension Execution

(Functions)

Planning and formulations of the comprehensive policy under the jurisdiction of the Ministry of Internal Affairs and Communications.

Planning and formulation of fundamental matters of statistics and the statistical system. The Director for Statistical Planning is in charge of planning of fundamental matters for improvement of statistics and statistical systems; planning of training schemes and qualifying as statistical personnel. The Directors for Statistical Clearance are in charge of the examination, clearance and coordination of statistical surveys; and the establishment and coordination of statistical classifications. The Director for International Statistical Affairs is in charge of the government-wide coordination of international statistical affairs involving Japan.

Researching, drafting and Planning with regard to the pension system for public employees. Decisions on pension eligibility, and Payments and burdens of pensions.

Environmental Dispute Coordination Commission

Secretariat

(Organization)

General Affairs Division

Examiner

The Commission consists of a chairman and six commissioners appointed by the Prime Minister, subject to the consent of the Diet. Also, general affairs division and nine examiners assist the Commission as the Secretariat.

(Functions)

Missions of the Commission are:

- (i) to resolve environmental disputes quickly and justly by providing mediation, conciliation, arbitration and adjudication services,
- (ii) to balance land use between the mining, quarrying or gravel collecting industries and public interests for appropriate and efficient land use.

Fire and Disaster Management Agency

(Organization)

General Affairs Division

Fire and Ambulance Service Division

Fire Prevention Division

The Fire and Disaster management Agency (FDMA) consists of three divisions and the Civil Protection and Disaster Management Department.

(Functions)

The FDMA is in charge of the administration of the Fire Service Organization Law and the Fire Service Law, planning and designing the fire and disaster management systems throughout Japan at ordinary times and coordinating and operating nation-wide supports from local fire departments to help the severely disaster-stricken area at the times of disaster.

The General Affairs Division carries out general coordination of business among different divisions and a department to ensure smooth operation of the clerical work under the jurisdiction of the FDMA. The duty of the Fire and Ambulance Service Division contains the education and training local fire service personnel and the establishment of the guidelines for fire-fighting, ambulance, and rescue activities. It also tackles the improvement of the cooperation with medical institution in order to improve the survival rate. In addition, the Fire Prevention Division takes charge of the improvement of fire prevention system, including safety standards on dealing with hazardous materials and the experimental studies for fire prevention.

Civil protection and Disaster Management Department

(Organization)

Disaster Management Division

Counselor (3)

(Functions)

The duty of the Civil Protection and Disaster Management Department contains advising and supporting local governments' disaster management and civil protection. It also deals with warning and emergency evacuation (sheltering) in order to protect the people against armed/terrorist attacks as well as against natural/accidental disasters. In addition, it is responsible for improving nation-wide support system of the Emergency Fire Response Team that the Commissioner directs local fire departments to dispatch those fire brigades when a severe disaster such as a large-scale earthquake and a NBC terrorist attack occurs.