

Ministry of Defense

Minister's Secretariat

(Organization)

- Secretarial Division
- Administrative Coordination Division
- Policy Planning and Evaluation Division
- Public Affairs Division
- Litigation Division

(Functions)

The Minister's Secretariat is responsible for the following affairs: classified matters; appointment, dismissal, status, duty performance and other personnel affairs of the officials; draft of bills and examination of official documents; receipt, dispatch, compilation and custody of official documents; information disclosure; protection of personnel information held by the Ministry of Defense ; overall coordination and administration of functions; organizing the divisions and sections and fixed number of the personnel of the Ministry of Defense; inspection of administrative affairs; connection with parliament; public affairs; policy evaluation of functions; lawsuit, loss compensation and reparations concerning functions; management of the Inspector General's Office of Legal Compliance; general affairs of the Central Council on Defense Facilities; general affairs of the Assessment Committee of Independent Administrative Organizations; general affairs of the Defense Council.

Bureau of Defense Policy

(Organization)

- Defense Policy Division
- Japan-U.S.Defense Cooperation Division
- International Policy Division
- Planning and Programming Division
- Defense Intelligence Division

(Functions)

The Bureau is responsible for the following affairs: basic policy related to defense and security; basic policy related to structure, fixed number of the personnel, organization, equipment and deployment of the Self-Defense Forces; collection and management of information required for functions; information security in the field of defense and security; management and administration of the National Institute for Defense Studies ; management and administration of the Defense Intelligence Headquarters; foreign relations.

Bureau of Operational Policy

(Organization)

- Defense Operations Division
- International Operations Division
- Operations Support Division
- Information and Communication, Follow-up Research Division

(Functions)

The Bureau is responsible for the following affairs: basic policy related to operations of the Self-Defense Forces; basic policy related to unit training of the Self-Defense Forces; maintenance and management of the information system; basic policy related to communication including command communication; basic policy related to supervision of electric waves.

Bureau of Personnel and Education

(Organization)

- Personnel Affairs Division

Remuneration Division
Human Resources Development Division
Welfare Division
Honors and Discipline Division
Health and Medical Division

(Functions)

The Bureau is responsible for the following affairs: appointment, dismissal, status, disciplinary punishment, duty performance and other personnel affairs of the personnel (except for affairs dealt with by the Minister's Secretariat); system about conditions of employment; ceremonies, award and uniform regulation; basic policy related to recruitment; welfare of the personnel; system about salary of the personnel; basic policy related to the Retirement Allowance for the SDF Personnel Under Low-Age Retirement System; basic policy related to education and training of the personnel(except for affairs dealt with by the Bureau of Operational Policy); management of the National Defense Academy and the National Defense Medical College; general affairs of the Defense Personnel Review Board and the Self-Defense Forces Personnel Ethics Board; basic policy related to health and sanitation of the personnel; basic policy related to procurement, supply, maintenance and custody of medical materials; basic policy related to research and development of medical materials.

Bureau of Finance and Equipment

(Organization)

Finance Division
Audit Division
Equipment Policy Division
Communications and Electronic Systems and Guided Missile Systems Division
Weapons and Warships Division
Aircraft Division
Facilities Planning Division
Technology Policy Planning Division
Facilities Engineering Division

(Functions)

The Bureau is responsible for the following affairs: budget and accounts; preparation of settlement of accounts; audit of acquisition of equipment; audit of accounts basic policy related to procurement, supply, maintenance and custody of equipments, and procurement of services; basic policy related to research and development of equipments; management of the Technical Research and Development Institute; management of the Equipment Procurement Office cost accounting and cost audit concerning contracts of procurement of equipments and services; general affairs of the Defense Procurement Council, maintenance and management of facilities, basic policy related to acquisition, maintenance and management of facilities.

Bureau of Local Cooperation

(Organization)

Local Cooperation Planning Division
Local Coordination Division
Living Environment Improvement Division
Soundproof Measures Division
Compensation Division
Facilities Administration Division
Facilities Improvement Program Division
Labor Management Division
Okinawa Coordination Division
Supply and Services Support Division

(Functions)

The Bureau is responsible for the following affairs: to secure cooperation and understanding of local governments and local residents in order to implement defense affairs smoothly and effectively, and to establish a system to coordinate effectively with U.S. forces and locals; acquisition and administration of facilities of the Self-Defense Forces (SDF); acquisition and provision of facilities and areas for use by the U.S. Forces in Japan (USFJ); compensation for losses suffered by parties concerned during the use of facilities and areas by the USFJ; compensation for fishermen's losses caused by establishing sea training area for SDF and USFJ; taking special measures to preclude or alleviate afflictions caused by establishment or operation of defense facilities used by the SDF or USFJ in the environs of those facilities; investigation and statistical activities concerning defense facilities used by the SDF or the USFJ.; projects for construction work for facilities and areas to be provided for use by the USFJ, and provided to the USFJ; procurement of goods and service (except for construction work and labor) for the USFJ; Maintenance, return and disposition of goods from construction work for JSDF facilities and goods by the USFJ; conciliation of disputes arising out of procurement contracts for goods and service by and for the USFJ, etc; employment, supply, dismissal, management, payment, and welfare and recreation for USFJ employees locally employed; claims for damages under the provisions of Article XVIII of the "Agreement Under Article VI of the Treaty of Mutual Cooperation and Security Between Japan and the United States of America, Regarding Facilities and Areas and the Status of the United States Armed Forces in Japan"; payment of special benefits to the USFJ employees who have lost their jobs, and so on.