

## **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)**

The Minister's Secretariat carries 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 (hereinafter referred to "MIC").

### **Administrative Management Bureau**

#### **(Organization)**

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

#### **(Functions)**

The Administrative Management Bureau takes charge of the following affairs:

- (i) Support system maintenance and examines the resources required to operate each ministry
- (ii) Development and operation of the communication network, the cloud service and information systems used commonly by each ministry
- (iii) Handles the general rules for preserving accountability, administrative fairness and the rights of the people

### **Administrative Evaluation Bureau**

#### **(Organization)**

General Affairs Division  
Policy Planning Division  
Policy Evaluation Division  
Administrative Counseling Division  
Director for Evaluation and Inspection (7)  
Director of Administrative Counseling Office

#### **(Functions)**

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

- (i) Administrative Evaluation Bureau investigation
- (ii) Promotion of policy evaluation
- (iii) Administrative counseling, to improve the quality of public administration via citizen's opinions and requests regarding the activities of administrative organizations

### **Local Administration Bureau**

#### **(Organization)**

Local Administration Division  
Residents Administration Policy and Management Division  
Administration Improvement Division  
Policy Planning Division

## Regional Self-support Promotion Division

### Counselor

#### (Functions)

The Local Administration Bureau has responsibility for 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 effective local autonomy. It also works on 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 has jurisdiction over 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 also acts as a secretariat for 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 works for research, planning and designing related to various election 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 charged with 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)

The 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 research and study.

## **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 an entity which aims at jurisdiction over 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)**

- General Affairs Division
- Technology Policy Division
- ICT Standardization Division
- Space Communications Policy Division
- International Policy Division
- International Economic Affairs Division
- International Cooperation Division

### **(Functions)**

The Global Strategy Bureau makes 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. Furthermore the Bureau is committed to making a comprehensive and strategic effort 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
- Regional Communications Development Division
- Broadcasting Policy Division
- Broadcasting Technology Division
- Terrestrial Broadcasting Division
- Satellite and Regional Broadcasting Division
- Counselor

### **(Functions)**

The Information and Communications Bureau covers promoting enhanced functionality for broadcasting services, advanced utilization of ICTs.

## **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 responsible for 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)

The Telecommunication Bureau, which consists with the following departments, is in charge of telecommunications sector and managing radio waves.

#### **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 copes with the following affairs: regulation and supervisions of telecommunications; promotion of an environment for fair competition in the telecommunications 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 networks, etc.

#### **Radio Department**

##### (Organization)

Radio Policy Division

Fixed and Satellite Radio Communications Division

Land Mobile Communications Division

Electromagnetic Environment Division

##### (Functions)

The Radio Department has jurisdiction over 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 related to radio stations; encouragement and promotion of radio wave usage; approval of technical standards for radio equipment; monitoring and regulating of radio wave, etc.

#### **Statistics Bureau**

##### (Organization)

General Affairs Division

Statistical Business Register Management

Division Statistics Information Utilization

Promotion Division

Director for Management of Statistical Information Systems

(Functions)

The Statistics Bureau performs the following affairs: preparing and providing the statistics on the national fundamentals, strategic promotion to provide statistical information.

### **Statistical Survey Department**

(Organization)

Survey Planning Division

Population Census Division

Economic Statistics Division

Consumer Statistics Division

(Functions)

The Statistical Survey Department takes charge of mainly conducting statistical surveys such as a national census.

### **Director-General for Policy Planning**

(Organization)

Director for Statistical Planning

Director for Statistical Clearance (3)

Director for International Statistical Affairs

Director for Pension Planning

Director for Pension Execution

(Functions)

The Director-General for Policy Coordination handles the following affairs:

- (i) Statistical Standards: working with governmental agencies to coordinate over matters like planning and drafting plans to organize statistics for Japan as a whole and over excluding duplicate statistical surveys
- (ii) Pension: promoting pension administration such as ensuring appropriate payments to beneficiaries, for the pensions to public service

### **Director-General for Cybersecurity**

(Organization)

Counselor (3)

(Functions)

The Director-General for Cybersecurity works to ensure cybersecurity, through measures such as the promotion of public-private partnerships, development of human resources, promoting R&D and international cooperation.

## **Environmental Dispute Coordination Commission**

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.

### **Secretariat**

(Organization)

General Affairs Division

Examiner

(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**

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

(Organization)

General Affairs Division

Fire and Ambulance Service Division

Fire Prevention Division

(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.

### **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.