

## **An Introduction to the NPA**

The NPA is a central personnel administrative organization of the Japanese Government, established in Dec. 1948 under the National Public Service Act. As its primary duties, the NPA: (i) ensures fairness in the personnel management of public employees; (ii) protects public employees' welfare and interests in compensation for restrictions of basic labor rights; and (iii) as the organization specializing in personnel administration, promotes appropriate policies and measures in response to the situation in society in general, aiming to ensure efficient administrative operations that can be trusted by the public. For these purposes, under the jurisdiction of the Cabinet, the NPA operates its duties with neutrality and fairness without outside control, and is given the authority to make recommendations to the Diet.

To fulfill its duties, the NPA has been trying to realize a personnel administration that can respond to needs of the times with the following aims:

- to ensure efficient public service management through the improvement of working environments;
- to secure and develop diverse and competent personnel;
- to realize appropriate remuneration that is adjusted to the current socio-economic situation;
- to ensure fair personnel management through the protection of staff members' interests;
- to advance personnel management based on ability and performance;
- to promote citizen's understanding of public employees and personnel administration; and
- to maintain ethics pertaining to the duties of employees and ensure citizens' trust.

### **<Responsibilities>**

In compliance with the National Public Service Act, the Act on Remuneration of Officials in the Regular Service and other laws, the NPA is responsible for matters related to recommendations on the improvement of working conditions and personnel administration, submission of opinions about enactment, revision or repeal of laws and regulations, recruitment examinations, appointment and dismissal, remuneration, training, status, disciplinary actions, processing of complaints, maintenance of ethics in relation to duties, and so forth.

### **<Organizational Structure>**

The NPA has three commissioners, one of whom is designated as the president. The appointment of the commissioners is made by the Cabinet with the consent of the Diet, and is then approved by the Emperor. The exercise of significant authorities of the NPA must be approved at the meeting of the NPA composed of these three commissioners. The meetings were held 54 times in FY2018.

The NPA General Secretariat is the organization responsible for performing the NPA's duties. Overall supervision is carried out by the secretary general. The General Secretariat is divided into five divisions (General Affairs, Planning and Legal Affairs, Personnel, Financial Affairs, and International Affairs), four bureaus (Employee Welfare, Human Resources, Remuneration, and Equity & Investigation), the National Institute of Public Administration, eight regional bureaus (Hokkaido, Tohoku, Kanto, Chubu, Kinki, Chugoku, Shikoku and Kyushu) and Okinawa Local Office. The fixed number of personnel in the NPA was 614 at the end of FY2018.

The National Public Service Ethics Board, composed of one president and four board members, was established for addressing matters concerning the maintenance of ethics related to employee duties. The Secretariat

is established under the National Public Service Ethics Board to perform administrative functions. The fixed number of personnel of the Secretariat was 12 at the end of FY2018.