

## **Privacy Policy**

August 1, 2025

Press Secretary / Director-General for Press and Public Diplomacy,  
Director-General for Cultural Affairs,  
Ministry of Foreign Affairs of Japan

Press Secretary / Director-General for Press and Public Diplomacy, Director-General for Cultural Affairs of the Ministry of Foreign Affairs of Japan handles personal information appropriately in compliance with the Act on the Protection of Personal Information (Act No. 57 of 2003).

### **1 Acquisition of Personal Information**

Before the Press Secretary / Director-General for Press and Public Diplomacy, Director-General for Cultural Affairs acquires personal information on an identifiable person that is recorded in a document (including an electronic or magnetic record), the Press Secretary / Director-General for Press and Public Diplomacy, Director-General for Cultural Affairs clearly indicates the purpose of use to that person, by means of in writing, or through verbal communication.

### **2 Purpose of Use**

The Press Secretary / Director-General for Press and Public Diplomacy, Director-General for Cultural Affairs uses personal information within the scope of the purposes of use listed below or other purposes that is indicated or publicized alternatively.

●To send information on press opportunities or events organized by the Ministry of Foreign Affairs. (Those who do not wish to receive information should notify us, and we will cease sending them.)

●To send information on press opportunities or events organized by the Cabinet Secretariat or other Japanese government agencies. (Those who do not wish to receive information should notify us, and we will cease sending them.)

●To send materials related to the Government of Japan. (Those who do not wish to receive materials should notify us, and we will cease sending them.)

●To ensure safety and maintain order at press opportunities or events hosted by the Ministry of Foreign Affairs.

- To ensure safety and maintain order at press opportunities or events hosted by the Cabinet Secretariat or other Japanese government agencies.

- To do research such as conduction of questionnaires.

- To respond to various kinds of inquiries.

### **3 Provision of Personal Information on a Third Party**

The Press Secretary / Director-General for Press and Public Diplomacy, Director-General for Cultural Affairs neither uses acquired personal information within the Ministry nor provides it to a third party except for the following cases:

- If otherwise provided by laws and regulations.

- If the Press Secretary / Director-General for Press and Public Diplomacy, Director-General for Cultural Affairs provides within the scope of the purpose of use stated in the above “2 Purpose of Use.”

- If the Press Secretary / Director-General for Press and Public Diplomacy, Director-General for Cultural Affairs provides to outsourced third-party organizations (such as the Foreign Press Center Japan, the Foreign Correspondents’ Club of Japan and the Foreign Press in Japan) necessary for carrying out the work related to the purpose of use stated in the above “2 Purpose of Use.”

- If the personal information is provided with the identifiable person's prior consent.

- If there are reasonable grounds for within the Ministry, another administrative organ, incorporated administrative agency or other prescribed corporation, local government organ, or local incorporated administrative agency to use the personal information only to the extent necessary for managing the processes or services under its jurisdiction provided by laws and regulations for the purposes except for the purpose of use stated in the above “2 Purpose of Use.”

- For statistical purposes or academic research purposes.

- If provision of the personal information to a third party is obviously beneficial to the

identifiable person.

- If there are other special grounds for providing the personal information.

#### **4 Management of Personal Information**

The Press Secretary / Director-General for Press and Public Diplomacy, Director-General for Cultural Affairs takes necessary measures to prevent leakage, loss, or damage and to ensure the proper management of personal information.

#### **5 Change to the Privacy Policy**

The Press Secretary / Director-General for Press and Public Diplomacy, Director-General for Cultural Affairs may change this Privacy Policy when necessary.