

*This information is provisional due to the department relocation period.

Facility Information

East Wing		
10F	City Assembly / Viewing Lobby	    
9F	City Assembly	
8F	City Assembly	
7F	Secretariat to the Assembly (Reception)	 
6F	See the diagram below.	 
5F	See the diagram below.	
4F	See the diagram below.	
3F	See the diagram below.	
2F	Setagaya Egret Hall (Setagaya Civic Hall) Lounge	    
1F	Setagaya Egret Hall (Setagaya Civic Hall) Management Office Maekawa Gallery	    
B1F	Setagaya Egret Hall (Setagaya Civic Hall) Assembly Room Studio Security Control Room	    
B2F		

To access the 8th or 9th floor, please visit the Secretariat to the Assembly (Reception) on the 7th floor.

Common Administrative Procedures	
Resident Registration / Family Registration / Individual Number card	Civic Affairs Counter (Civic Affairs Division)
Civic Advisory Desk / Foreign Residents Help Desk	Community Activities Division
National Health Insurance	Insurance Premiums Payment Division / National Health Insurance and National Pension Division (Nenkin)
National Pension	National Health Insurance and National Pension Division (Nenkin)
Certificate of Tax / Payment of Resident's Tax	Tax Payment Division
Declaration of Resident's Tax / Light Motor Vehicle Registration / Abolition	Taxation Division

West Wing		
5F	See the diagram below.	  
4F	See the diagram below.	
3F	See the diagram below.	    
2F	See the diagram below.	    
1F	See the diagram below.	    
B1F		
B2F		

  Toilets are located on each floor.	 Public Facilities	 Automated External Defibrillator (AED)	 Common Administrative Procedures
 All Gender Toilet	 Barrier-Free Toilet	 Ostomate	 Baby Changing Station
 Stairs	 Water Dispenser	 Bank ATM	 Assistance Bed
	 Vending Machine	 Information	 Designated Smoking Area
			 Parking

The relocation schedule varies by department. Please see below for the relocation dates and destination locations.

East Wing [Before]		After	
Floor	Division	Scheduled Start Date of Operations at New Location	Building, Floor
7F	Secretariat to the Assembly	No Office Relocation	East Wing 7F
6F	School & Community Coordination Division	No Office Relocation	East Wing 6F
6F	School Personnel Division	No Office Relocation	East Wing 6F
6F	Educational Supervisory Division	No Office Relocation	East Wing 6F
6F	Educational Affairs Division	No Office Relocation	East Wing 6F
6F	Public Property and Contract Management Division	No Office Relocation	East Wing 6F
5F	Secretariat to Audit Commission	No Office Relocation	East Wing 5F
5F	Personnel Division	Oct 26, 2026 (Mon)	East Wing 3F
5F	Personnel Welfare Division	Oct 26, 2026 (Mon)	East Wing 3F
4F	Public Relations and Public Hearing Division	Sep 24, 2026 (Thu)	East Wing 3F
4F	Finance Division	Sep 24, 2026 (Thu)	East Wing 3F
4F	Public-Private Partnership and Administrative Method Reform Division	Sep 24, 2026 (Thu)	East Wing 3F
4F	Policy Planning Division	Sep 24, 2026 (Thu)	East Wing 3F
4F	Homeowner Tax Countermeasures Division	Sep 24, 2026 (Thu)	East Wing 3F
4F	Information Services Division	Nov 9, 2026 (Mon)	East Wing 3F
4F	General Affairs Division	Nov 9, 2026 (Mon)	East Wing 3F
3F	Disaster Countermeasures Division	No Office Relocation	East Wing 3F
3F	Community Safety Division	No Office Relocation	East Wing 3F

West Wing [Before]		After	
Floor	Division	Scheduled Start Date of Operations at New Location	Building, Floor
4F	Secretariat to Election Commission	No Office Relocation	West Wing 4F
4F	Community Administration Division	Oct 5, 2026 (Mon)	West Wing 5F
4F	Resident and Family Registration Division	Oct 5, 2026 (Mon)	West Wing 5F
3F	Sports Promotion Division	Oct 5, 2026 (Mon)	West Wing 5F
3F	Children and Family Division	Oct 5, 2026 (Mon)	West Wing 3F
3F	Children and Youth Support Division (Policy Promotion Division)	Oct 5, 2026 (Mon)	West Wing 3F
2F	City Hall and Related Facilities Construction Management Division	Sep 28, 2026 (Mon)	East Wing 5F
2F	City Hall and Related Facilities Construction Management Division	Sep 28, 2026 (Mon)	East Wing 5F
2F	City Development Division	Sep 28, 2026 (Mon)	East Wing 4F
2F	Community Activities Division	Sep 28, 2026 (Mon)	West Wing 1F
1F	Accounting Division	No Office Relocation	West Wing 1F
1F	Housing Division	Sep 28, 2026 (Mon)	East Wing 4F
1F	Housing Support Division	Sep 28, 2026 (Mon)	East Wing 4F
1F	Students Health and School Lunch Division	Sep 28, 2026 (Mon)	West Wing 5F
1F	Facilities Planning Division	Sep 28, 2026 (Mon)	West Wing 5F
1F	Facilities Development Division	Sep 28, 2026 (Mon)	West Wing 5F

City Hall Building No.2 [Before]		After	
Floor	Division	Scheduled Start Date of Operations at New Location	Building, Floor
5F	Lifestyle and Welfare Division	Oct 13, 2026 (Tue)	West Wing 2F
5F	Land Purchasing Division	Nov 2, 2026 (Mon)	East Wing 5F
5F	School Affairs Division	Nov 2, 2026 (Mon)	West Wing 5F
4F	Civic Information Center	Oct 14, 2026 (Wed)	West Wing 1F
3F	Public Health and Welfare Division	Oct 19, 2026 (Mon)	West Wing 3F
3F	Lifestyle-Support Division	Oct 19, 2026 (Mon)	West Wing 3F
3F	Children and Family Support Division	Oct 19, 2026 (Mon)	West Wing 3F
3F	Public-Health Promotion Division	Oct 19, 2026 (Mon)	West Wing 3F
3F	Disabled Policy Promotion Division	Oct 26, 2026 (Mon)	West Wing 4F
3F	Community Life for the Disabled	Oct 26, 2026 (Mon)	West Wing 4F
2F	West Wing Public Health and Welfare Division	Oct 26, 2026 (Mon)	West Wing 2F
2F	Insurance Premiums Payment Division	Oct 26, 2026 (Tue)	West Wing 4F
2F	National Health Insurance and National Pension Division	Oct 13, 2026 (Tue)	West Wing 2F
2F	Public Health and Welfare Policy Division	Oct 13, 2026 (Tue)	West Wing 2F
2F	Public Health, Medical Services and Welfare Promotion Division	Oct 13, 2026 (Tue)	West Wing 2F
2F	Children's Welfare Division	Oct 19, 2026 (Mon)	West Wing 3F
2F	Nursery Schools Division	Oct 19, 2026 (Mon)	West Wing 3F
2F	Nursery School Eligibility and Coordination Division	Oct 19, 2026 (Mon)	West Wing 3F
2F	Children and Youth Support Division	Oct 19, 2026 (Mon)	West Wing 3F
1F	Civic Affairs Counter (Civic Affairs Division)	Oct 13, 2026 (Tue)	West Wing 1F
1F	Tax Payment Division	Oct 19, 2026 (Mon)	East Wing 2F
1F	Holiday and Non-Business Hour Reception Desk	Nov 1, 2026 (Sun)	East Wing B1F

City Hall Annex [Before]		After	
Floor	Division	Scheduled Start Date of Operations at New Location	Building, Floor
3F	Preventive Long-term Care and Community Support Division	Oct 26, 2026 (Mon)	West Wing 4F
3F	Elderly Welfare Division	Oct 26, 2026 (Mon)	West Wing 4F
1-2F	Long-term Care Insurance Division	Oct 26, 2026 (Mon)	West Wing 4F

Administrative Center [Before]		After	
Floor	Division	Scheduled Start Date of Operations at New Location	Building, Floor
1F	DX Promotion Division	Nov 16, 2026 (Mon)	East Wing 3F

Shiroyama Annex [Before]		After	
Floor	Division	Scheduled Start Date of Operations at New Location	Building, Floor
3F	Public Health Planning Division	No Office Relocation	Shiroyama Annex 3F
2F	Public Health Promotion Division	No Office Relocation	Shiroyama Annex 2F
2F	Infectious Diseases Control Division	No Office Relocation	Shiroyama Annex 2F
1F	Environment Sanitation Division	No Office Relocation	Shiroyama Annex 1F

Futakotamagawa Branch Administration Office [Before]		After	
Floor	Division	Scheduled Start Date of Operations at New Location	Building, Floor
3F	Public Facility Management Division	Dec 21, 2026 (Mon)	East Wing 5F
3F	1st Division of Public Facilities	Dec 21, 2026 (Mon)	East Wing 5F
3F	2nd Division of Public Facilities	Dec 21, 2026 (Mon)	East Wing 5F
3F	1st Division of Public Works	Dec 28, 2026 (Mon)	East Wing 5F
3F	2nd Division of Public Works	Dec 28, 2026 (Mon)	East Wing 5F
3F	Territorial Rain Countermeasures and Sewage Development Division	Dec 28, 2026 (Mon)	East Wing 5F
3F	Public Works Planning and Coordination Division	Dec 28, 2026 (Mon)	East Wing 5F
3F	Environmental Protection Division	Jan 4, 2027 (Mon)	East Wing 5F
3F	Transportation Policy Division	Dec 28, 2026 (Mon)	East Wing 5F
3F	Road Planning Division	Jan 4, 2027 (Mon)	East Wing 4F
3F	Road Project Promotion Division	Jan 4, 2027 (Mon)	East Wing 4F
3F	Park Improvement and Utilization Promotion Division	Dec 21, 2026 (Mon)	East Wing 5F
3F	Greenery Planning Division	Dec 21, 2026 (Mon)	East Wing 5F
3F	Parks Planning Division	Dec 21, 2026 (Mon)	East Wing 5F
3F	Traffic Safety & Bicycle Countermeasures Division	Dec 28, 2026 (Mon)	East Wing 5F
3F	City Disaster Preparedness Division	Dec 28, 2026 (Mon)	East Wing 4F
3F	Urban Design Division	Dec 28, 2026 (Mon)	East Wing 4F
3F	Urban Development Division	Jan 4, 2027 (Mon)	East Wing 4F
3F	Urban Planning Division	Jan 4, 2027 (Mon)	East Wing 4F
3F	Building Control Division	Jan 4, 2027 (Mon)	East Wing 4F
3F	Building Coordination Division	Jan 4, 2027 (Mon)	East Wing 4F
3F	Building Safety Division	Jan 4, 2027 (Mon)	East Wing 4F
3F	Road Management Division	Jan 4, 2027 (Mon)	East Wing 4F