SEOUL METROPOLITAN GOVERNMENT ORDINANCE ON SUPPORT OF VOLUNTEER SERVICE ACTIVITIES

Enactment No. 3751, May. 20, 2000
Partial Amendment No. 4104, Jun. 16, 2003
Partial Amendment No. 4327, Nov. 10, 2005
Partial Amendment No. 4457, Jan. 02, 2007
Partial Amendment No. 4541, Jul. 30, 2007
Partial Amendment No. 5641, Jan. 09, 2014
Amendment of Other Laws No. 6016, Oct. 08, 2015
Partial Amendment No. 6686, Jan. 04, 2018
Partial Amendment No. 6930, Oct. 04, 2018
Partial Amendment No. 6991, Jul. 01, 2019
Amendment of Other Laws No. 7423, Dec. 31, 2019

CHAPTER I GENERAL PROVISIONS

Article 1 (Purpose)

CHAPTER I GENERAL PROVISIONSThe purpose of this Ordinance is to provide for matters necessary to support volunteer service activities so as to promote volunteer service activities in accordance with the Framework Act on Volunteer Service Activities, thereby contributing to the building of a happy community in which citizens live together. <Amended by Ordinance No. 4457, Jan. 2, 2007>

Article 2 (Definitions)

The definitions of terms used in this Ordinance shall be as follows: <Amended by Ordinance No. 4457, Jan. 2, 2007; Ordinance No. 4541, Jul. 30, 2007>

1. The term "volunteer service activities" means any activities performed by individuals or organizations offering their time and effort, on their own initiative, for the benefit of the local or national community or human society without compensation;
2. The term "volunteer" means any person who engages in volunteer service activities;
3. The term "volunteer service organization" means any nonprofit legal entity or organization that is established mainly for the purpose of engaging in volunteer service activities as its main business or supporting such activities;
4. The term "volunteer service center" means any institution, legal entity, organization, etc. that is established pursuant to any statute, regulation, municipal ordinance, etc. to carry out the work of development, encouragement, coordination, cooperation, etc. with respect to volunteer service activities.

Article 3 (Mayor's Responsibilities)

The Mayor of the Seoul Metropolitan Government (hereinafter referred to as the "Mayor") shall devise policies to promote volunteer service activities, based on the spirit of private-sector and government cooperation, and shall actively recommend and support volunteer service activities. <Amended by Ordinance No. 4327, Nov. 10, 2005>

Article 3-2 (Scope of Volunteer Service Activities)

The scope of volunteer service activities governed by this Ordinance shall be as follows:

1. Activities relating to the promotion of social welfare and health;
2. Activities relating to the development and improvement of communities;
3. Activities relating to the preservation of the environment and the protection of nature;
4. Activities relating to the promotion of the rights and interests of socially disadvantaged groups and the fostering and protection of youth;
5. Activities relating to education and counseling;
6. Activities relating to the protection of human rights and the realization of durable peace;
7. Activities relating to the prevention of crimes and proper guidance;
8. Activities relating to the guidance of traffic order and other basic public order;
9. Activities relating to disaster management and relief;
10. Activities relating to the promotion of culture, tourism, arts and sports;
11. Activities relating to the prevention of corruption and the protection of consumers;
12. Activities relating to campaigns for clean elections;
13. Activities relating to international cooperation and volunteer services abroad;
14. Activities relating to support for business in the public administration sector;
15. Other necessary activities relating to the performance of public interest projects or the promotion of residents' welfare.

[This Article Wholly Amended by Ordinance No. 4457, Jan. 2, 2007; Ordinance No. 4541, Jul. 30, 2007]

CHAPTER II SEOUL VOLUNTEER CENTER

Article 4 (Establishment, Duties, etc.)

CHAPTER II SEOUL VOLUNTEER CENTER(1) A Seoul Volunteer Center (hereinafter referred to as the "Center") shall be established, in accordance with Article 19 (1) of the Framework Act on Volunteer Service Activities, as a nonprofit incorporated association under the Civil Act. <Amended by Ordinance No. 6016, Oct. 8, 2015>

(2) The Center shall carry out the following duties: <Amended by Ordinance No. 4541, Jul. 30, 2007>

1. Development and implementation of a plan to operate the Center;
2. Cooperation with and assistance to volunteer service centers, volunteer service organizations (including their affiliated organs; hereinafter the same shall apply), schools and institutions that belong to autonomous Gus;
3. Cooperation with and assistance to public agencies (referring to the public agencies under subparagraph 3 of Article 2 of the Official Information Disclosure Act), nonprofit legal entities, and organizations or their affiliated organs, and individuals that require volunteer services (hereinafter referred to as "volunteer service users");
4. Building of systems for constant cooperation with institutions and organizations of Special Metropolitan City, Metropolitan Cities and Dos;
5. Education and training of volunteer service managers and leaders;
6. Development and dissemination of volunteer service programs;
7. Research and study on volunteer services;
8. Operation of the information resource center for volunteer services;
9. Other duties that may serve to promote volunteer service activities by Special Metropolitan City, Metropolitan Cities and Dos.

(3) Deleted. <by Ordinance No. 6016, Oct. 8, 2015>

[This Article Wholly Amended by Ordinance No. 4457, Jan. 2, 2007]

Article 4-2 (Organization, etc. of Center)

(1) The Center established pursuant to Article 4 (1) shall have a chief director to represent the Center and a general manager to exercise overall control in operating the Center. <Amended by Ordinance No. 6016, Oct. 8, 2015>

(2) The chief director and the general manager of the Center under paragraph (1) shall be appointed by the Center and obtain approval from the Mayor.

(3) The Center shall have a secretariat that is comprised of the staff members in charge of affairs relating to volunteer services.

(4) Members of a general meeting shall be comprised of those who represent volunteer service activities by field under Article 3-2.

(5) One of the auditors of the Center shall be a person recommended by the Mayor.

[This Article Newly Inserted by Ordinance No. 4541, Jul. 30, 2007]

Article 4-3 (Procedures, etc. for Appointing General Manager of Center)

(1) The general manager of the Center under Article 4-2 shall be appointed by way of open tender among those who meet qualification requirements under Article 14 of the Enforcement Decree of the Framework Act on Volunteer Service Activities.

(2) To appoint the general manager of the Center, a Screening Committee shall be operated, which shall be comprised of not more than ten persons including directors of the Center, the competent bureau director of the Seoul Metropolitan Government, members of the Seoul Metropolitan Council and outside experts, and matters regarding the constitution and operation thereof shall be determined separately by the Center.

(3) The general manager of the Center shall be appointed by the chief director from among those selected by the Screening Committee, with the Mayor' approval, after a resolution adopted by the board of directors of the Center.

[This Article Newly Inserted by Ordinance No. 4541, Jul. 30, 2007]

Article 4-4 (Instruction and Supervision)

(1) The Mayor may instruct and supervise the Center.

(2) If necessary, the Mayor may require the Center to report operating status, etc., or assign public officials under his/her jurisdiction or a person designated by him/her to check or inspect its business activities.

[This Article Newly Inserted by Ordinance No. 6686, Jan.4, 2018]

Article 4-5 (Performance-Based Contract)

(1) The Mayor shall enter into a performance-based contract with the general manager of the Center within one month after the commencement of the fiscal year (where the general manager of the Center is newly appointed during the fiscal year, within one month from the date of his/her appointment).

(2) The period of the performance-based contract for each fiscal year shall be from January 1 (where the general manager of the Center is appointed after January 1, referring to the date of his/her appointment) to December 31: Provided That, if the remaining working period of the general manager of the Center is less than three months, the Mayor need not enter into a performance-based

contract for the relevant year.
(3) The general manager of the Center shall submit execution results of a performance-based contract and evidential documents to the Mayor by no later than the end of March every year.
(4) In any of the following cases, the Mayor may change the content of the performance-based contract. Provided, That none of matters regarding remuneration shall change:
1. Where management objectives need to be changed due to policy changes of the Government or the Seoul Government or changes in managerial environment, etc.;
2. Where it is found that the performance-based contract has a significant error or fault.
[This Article Newly Inserted by Ordinance No. 6686, Jan.4, 2018]

Article 4-6 (Business Evaluation)

(1) The Mayor may conduct any of the following activities against the Center:
1. Evaluation of execution results of a performance-based contract;
2. Evaluation of management performance;
3. Citizen satisfaction survey.
(2) The Mayor may entrust the business under paragraph (1) to a specialized institution or corporation.
[This Article Newly Inserted by Ordinance No. 6686, Jan.4, 2018]

Article 4-7 (Utilization of the Evaluation)

(1) The Mayor shall maximally reflect the outcomes of the evaluation under Article 4-6 in budget planing.
(2) The Mayor may utilize the outcomes of the evaluation of management performance under Article 4-6 as a ground for paying an incentive to the Center, within the budget.
(3) The Mayor shall report evaluation plans and outcomes of the evaluation under Article 4-6, incentive rates under paragraph (2), etc., to the competent standing committee of the Seoul Metropolitan Council.
[This Article Newly Inserted by Ordinance No. 6686, Jan.4, 2018]

Article 4-8 (Corrective Orders)

(1) If necessary based upon the outcomes of the evaluation under Article 4-6, the Mayor may issue a corrective order to the Center.
(2) Upon receipt of corrective order under paragraph (1), the Center shall comply with the order without delay, and report the outcomes of the corrections to the Mayor.
(3) Thy Mayor may examine or investigate the compliance with the corrective order under paragraph (1).
(4) Where the Mayor intends to investigate the compliance under paragraph (3), he/she shall make a prior notice in writing: Provided, That this shall not apply in cases of emergency or where it is like to harm the purpose of the investigation.
(5) The Mayor may take complementary measures against the Center for non-compliant matters based upon the outcomes of examination or investigation.
[This Article Newly Inserted by Ordinance No. 6686, Jan.4, 2018]

Article 5 Deleted. <by Ordinance No. 4104, Jun. 16, 2003>

Article 6 Deleted. <by Ordinance No. 4541, Jul. 30, 2007>

Articles 7 and 8 Deleted. <by Ordinance No. 4327, Nov. 10, 2005>

Article 7 Deleted. <by Ordinance No. 4327, Nov. 10, 2005>

Article 8 Deleted. <by Ordinance No. 4327, Nov. 10, 2005>

CHAPTER III PROMOTION OF VOLUNTEER SERVICE ACTIVITIES

Article 9 (Volunteer Day and Voluntary Service Week)

CHAPTER III PROMOTION OF VOLUNTEER SERVICE ACTIVITIES(1) In order to promote citizen participation in volunteer service activities and raise the morale of volunteers, the Mayor may designateDecember 5 of each year as Volunteer Day and designate and hold Volunteer Week for one week therefrom on. <Amended by Ordinance No. 4541, Jul. 30, 2007>
(2) Necessary matters regarding events for Volunteer Day and Volunteer Week under paragraph (1) shall be prescribed by rule. <Amended by Ordinance No. 4541, Jul. 30, 2007>

Article 10 (Taking Out Insurance Policy, etc.)

(1) The Center or volunteer service users may buy insurance policy or join mutual aid programs against any disaster or any accident such as death that volunteers might suffer while carrying out their activities: <Amended by Ordinance No. 4541, Jul. 30,

2007>
1. through 3. Deleted; <by Ordinance No. 4541, Jul. 30, 2007>
(2) If necessary, the Mayor may reimburse the Center and volunteer service users for all or some of the expenses involved in buying insurance policy or joining mutual aid programs for the protection of volunteers within the budget.
[This Article Wholly Amended by Ordinance No. 4457, Jan. 2, 2007]

Article 10-2 (Support for Volunteer Service Activities, etc.)

(1) The Mayor may reimburse necessary expenses incurred by volunteers and volunteer service organizations engaging in activities, to the extent that it is not contrary to the nature of volunteer service.
(2) Any volunteer service organization that seeks to be reimbursed for the expenses incurred pursuant to paragraph (1) shall submit its business plan and shall prepare and submit a report on the results of implementation of the projects that are covered by such expenses.
(3) No volunteer service organization being reimbursed of the expenses incurred pursuant to paragraph (1) shall be engaged in election campaigns defined in Article 58 (1) of the Public Official Election Act using its name or its representative's name. <Newly Inserted by Ordinance No. 5641, Jan. 9, 2014; Ordinance No. 6686, Jan. 4, 2018>
[This Article Newly Inserted by Ordinance No. 4541, Jul. 30, 2007]

Article 11 (Rewards, etc.)

(1) The Mayor may reward individuals or organizations that have rendered distinguished service with respect to volunteer service activities.
(2) If a volunteer has performed volunteer service activities in a specific field continuously for a certain period of time, the Mayor may recommend the head of the legal entity or organization, such as a company or school, to which he/she belongs, to reflect the fact in his/her employment, entrance examination, etc.

CHAPTER IV SUPPLEMENTARY PROVISIONS

Article 12 Deleted. <by Ordinance No. 4541, Jul. 30, 2007>

CHAPTER IV SUPPLEMENTARY PROVISIONS

Article 13 (Support for Center)

(1) The Mayor may contribute to the Center for working expenses, project costs, etc. within the budget. <Amended by Ordinance No. 6686, Jan. 4, 2018>
(2) If the Mayor deems it necessary to efficiently operate the Center, he/she may dispatch public officials under his/her jurisdiction to the Center pursuant to Article 30-4 of the Local Public Officials Act.
[This Article Newly Inserted by Ordinance No. 4327, Nov. 10, 2005]

Article 13-2 (Submission, etc. of Business Plans, etc.)

(1) Where the Center seeks to obtain support under Article 13 (1), it shall submit to the Mayor the business plan and budget by not later than one month before the commencement of the relevant business year. The same shall also apply with respect to any change in the business plan and budget plan submitted.
(2) Where the Center has completed its project with support under paragraph (1), it shall submit to the Mayor a written settlement of accounts concerning revenue and expenditure and a financial report prepared using the double-entry accounting system, audited by a certified public accountant designated by the Mayor, within two months after the end of the relevant business year. <Amended by Ordinance No. 4541, Jul. 30, 2007>
(3) The Center shall keep accounting-related documents including the written settlement of accounts concerning revenue and expenditure and the financial report under paragraph (2) for five years from the date the relevant business year ends, while offering them for public access for not less than 14 days. <Amended by Ordinance No. 4541, Jul. 30, 2007>
(4) The Mayor shall report the written settlement of revenue and expenditure submitted by the Center to the competent standing committee of the Seoul Metropolitan Council. <Newly Inserted by Ordinance No. 6686, Jan. 1, 2018>
[This Article Newly Inserted by Ordinance No. 4457, Jan. 2, 2007]

Article 14 (Enforcement Rule)

Necessary matters regarding the enforcement of this Ordinance shall be prescribed by rule.

ADDENDA

Article 1 (Enforcement Date)

This Ordinance shall enter into force on the date of its promulgation.

Article 2 (General Transitional Measures)

Any transactions of business and other activities conducted in regard to the establishment and operation of the Center before this Ordinance enters into force shall be deemed to have been conducted pursuant to this Ordinance.

ADDENDUM <Ordinance No. 4104, Jun. 16, 2003>

This Ordinance shall enter into force on the date of its promulgation.

ADDENDA <Ordinance No. 4327, Nov. 10, 2005>

(1) (Enforcement Date) This Ordinance shall enter into force on the date of its promulgation.

(2) (Transitional Measures concerning Registration of Center) Any volunteer service organizations and volunteers registered with the former "Seoul Volunteer Center" at the time this Ordinance enters into force shall be deemed to have been registered with the Center under the amended provisions of Article 4.

(3) (Transitional Measures concerning Support, etc.) With respect to taking out insurance policy and providing support for volunteer service organizations and volunteers under paragraph (2) of these Addenda before the Center is established under the amended provisions of Article 4, the previous provisions shall prevail.

ADDENDA <Ordinance No. 4457, Jan. 2, 2007>

(1) (Enforcement Date) This Ordinance shall enter into force on the date of its promulgation.

(2) (Transitional Measures concerning Submission of Business Plans, etc.) Any business plan and budget of the Center submitted to the Mayor at the time this Ordinance enters into force shall be deemed to be the business plan and budget submitted under the amended provisions of Article 13-2 (1).

ADDENDUM <Ordinance No. 4541, Jul. 30, 2007>

This Ordinance shall enter into force on the date of its promulgation.

ADDENDUM <Ordinance No. 5641, Jan. 9, 2014>

This Ordinance shall enter into force on the date of its promulgation.

ADDENDUM <Ordinance No. 6016 , Oct. 08, 2015>

This Ordinance shall enter into force on the date of its promulgation.

ADDENDA <Ordinance No. 6686, Jan.4, 2018>

Article 1 (Enforcement Date)

This Ordinance shall enter into force on the date of its promulgation.

Article 2 (Transitional Measures)

A performance-based contract concluded before this Ordinance enters into force shall be deemed a contract concluded pursuant to this Ordinance.