

# SEOUL METROPOLITAN GOVERNMENT ENFORCEMENT RULE OF THE ORDINANCE ON THE PROTECTION OF CULTURAL ASSETS

Enactment No. 1167, Jun. 25, 1971  
Partial Amendment No. 1730, Dec. 28, 1977  
Amendment of Other Laws No. 1993, Sep. 23, 1982  
Whole Amendment No. 2098, Mar. 19, 1985  
Partial Amendment No. 2205, Dec. 31, 1987  
Partial Amendment No. 2638, Sep. 26, 1994  
Whole Amendment No. 3083, Dec. 20, 1999  
Partial Amendment No. 3312, Apr. 09, 2003  
Partial Amendment No. 3678, Aug. 06, 2009  
Amendment of Other Laws No. 3711, Dec. 10, 2009  
Whole Amendment No. 3856, Apr. 19, 2012  
Amendment of Other Laws No. 3873, Sep. 28, 2012  
Partial Amendment No. 3969, May. 22, 2014  
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## CHAPTER GENERAL PROVISIONS

### Article 1 (Purpose)

CHAPTER GENERAL PROVISIONS The purpose of this Rule is to provide for matters delegated by the Seoul Metropolitan Government Ordinance on the Protection of Cultural Assets and matters necessary for the implementation thereof.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

### Article 2 (Definitions)

The definitions of terms used in this Rule shall be as follows:

1. The term "designated cultural asset" means a designated cultural asset of the Seoul Metropolitan Government, which is designated pursuant to Article 3 (1) of the Seoul Metropolitan Government Ordinance on the Protection of Cultural Assets (hereinafter referred to as the "Ordinance");
2. The term "tangible cultural asset" means a cultural asset designated pursuant to Article 3 (1) 1 of the Ordinance;
3. The term "intangible cultural asset" means a cultural asset designated pursuant to Article 3 (1) 2 of the Ordinance;
4. The term "monument" means a monument designated pursuant to Article 3 (1) 3 of the Ordinance;
5. The term "folk materials" means folk materials designated pursuant to Article 3 (1) 4 of the Ordinance;
6. The term "cultural asset materials" means cultural asset materials designated pursuant to Article 4 of the Ordinance.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

## CHAPTER DESIGNATION

### Article 3 (Standards for Designation of Designated Cultural Assets)

CHAPTER DESIGNATION The standards for designation of designated cultural assets shall be as set out in Table 1.

### Article 4 (Procedures for Designation of Designated Cultural Assets)

(1) If the Mayor of the Seoul Metropolitan Government (hereinafter referred to as the "Mayor") intends to designate a designated cultural asset, he/she shall request at least three experts, including members or expert members, etc. of a subcommittee in the relevant field of the Cultural Assets Committee of the Seoul Metropolitan Government established pursuant to Article 37 of the Ordinance (hereinafter referred to as the "Committee"), to investigate and examine the relevant cultural asset.

(2) Each person who has received a request pursuant to paragraph (1) shall investigate and examine the relevant cultural asset and then prepare a report of investigation and submit it to the Mayor.

(3) Where the Mayor deems that the relevant cultural asset worth being designated as a designated cultural asset as a result of examination of a report of investigation pursuant to paragraph (2), he/she shall publicize matters to be deliberated on the official gazette of the Seoul Metropolitan Government for not less than 30 days before the deliberation of the Committee.

(4) The Mayor shall determine whether to designate any cultural asset as a designated cultural asset subject to deliberation by the Committee within six months after the end of the relevant publication, referring to the report of investigation under paragraph (2) and the result of the publication under paragraph (3).

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 5 (Standards and Procedures for Recognition of Possessors or Honorary Possessors of Intangible Cultural Assets)**

(1) Where the Mayor recognizes a possessor (including a possessory group; hereinafter the same shall apply) or honorary possessor of an intangible cultural asset under Article 3 (2) through (4) of the Ordinance, he/she shall comply with the following standards :

1. A possessor: A person who masters and preserves the arts or crafts of an intangible cultural asset in its original form and can reproduce it in its original form;
2. A possessory group: A group which preserves the arts or crafts of an intangible cultural asset in its original form and can reproduce it in its original form (limited to cases where the relevant intangible cultural asset is unable to be reproduced by one individual in the nature of the arts or crafts thereof, or a number of persons deserve to be recognized as a possessor);
3. An honorary possessor: A possessor of an intangible cultural asset who has difficulty normally conducting crafts and arts instruction of an intangible cultural asset due to his/her physical or mental disability, etc. <Newly Inserted by Enforcement Rule No. 3312, Apr. 19, 2003>

(2) The provisions of Article 4 (2) through (4) shall apply mutatis mutandis to the procedures for recognition of a possessor or honorary possessor of an intangible cultural asset under Article 3 (2) through (4) of the Ordinance.

[This Article Wholly Amended by Enforcement Rule No. 3312, Apr. 19, 2003; Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 6 (Standards and Procedures for Designation of Cultural Asset Materials)**

(1) Cultural asset materials shall be designated as a whole, not by types pursuant to Article 3 (1) of the Ordinance, and the standards provided for in Table 1 shall apply mutatis mutandis.

(2) Article 4 shall apply mutatis mutandis to the procedures for designation of cultural asset materials.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 7 (Standards and Procedures for Designation of Protected Objects or Protected Areas)**

(1) The standards for designation of a protected object or protected area pursuant to Article 5 of the Ordinance shall be as set forth in Table 2.

(2) Where the Mayor deems it especially necessary due to natural or artificial conditions or other special circumstances, he/she may raise or lower the standards for designation of a protected area referred to in paragraph (1).

(3) Article 4 shall apply mutatis mutandis to the standards for designation of a protected object or protected area.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 8 (Examination of Propriety of Protected Objects or Protected Areas)**

Article 5 of the Enforcement Rule of the Cultural Heritage Protection Act shall apply mutatis mutandis to the adjustment procedures after an examination of the propriety of designation of a protected object or protected area pursuant to Article 5 (3) of the Ordinance.

[This Article Newly Inserted by Enforcement Rule No. 3312, Apr. 19, 2003; Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 9 (Publication of Designation, Cancellation, etc.)**

Where the Mayor designates or recognizes pursuant to Article 6 of the Ordinance or cancels designation or recognition pursuant to Article 9 of the Ordinance, he/she shall publicize the following on the official gazette of the Seoul Metropolitan Government:

1. The classification, designation number, name, quantity, location or place of custody of the designated cultural asset and cultural asset materials (hereinafter referred to as "designated cultural asset, etc.");
2. The name, quantity and location of the protected object or protected area of the designated cultural asset, etc.;
3. The name and address of an owner or occupant of the designated cultural asset, etc. and its protected object or protected area;
4. The name, gender, date of birth, address or date of death of a possessor or honorary possessor of an intangible cultural asset (in the case of a possessory group, its name, location, date of establishment and the name, gender, date of birth and address of its representative);
5. Reasons for designation, approval or cancellation.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 10 (Designation-Related Materials)**

(1) Each person who intends to apply for designation of a designated cultural asset, etc., or its protected object or protected area shall state the following in an application for designation:

1. The classification, name, quantity, location or place of custody of the designated cultural asset, etc.;
2. The name and address of an owner, possessor, occupant or manager of the designated cultural asset, etc. (in the case of a possessory group of an intangible cultural asset, its name and date of establishment, and the name and address of its representative);
3. The name and address of an owner, occupant or manager of the location or place of custody of the designated cultural asset, etc. (where it is necessary to designate a protected area or protected object, its area or quantity and the name and address of an owner, occupant or manager)

4. The author, origin and legend of the designated cultural asset;
5. Explanation on the current situation;
6. Materials, quality, structure, form, size and shape of the designated cultural asset (in the case of an intangible cultural asset, its contents and special features)
7. Photographs, drawings, sound recordings and written records;
8. Matters concerning restriction or prohibition necessary for the protection and management of the designated cultural asset, etc.;
9. Other matters necessary for designation.

(2) Where an application for designation of an intangible cultural asset or for recognition of a possessor or honorary possessor of an intangible cultural asset is filed, in addition to those referred to in the subparagraphs of paragraph (1), the following matters shall be included: Provided, That in cases of an honorary possessor, matters referred to in subparagraph 2 only shall be included:

1. A curriculum vitae of a possessor (in cases of a possessory group, referring to its representative; hereafter the same shall apply in this Article);
2. Two copies of a photograph (a business card-sized photograph showing upper body off the hat which is taken within the last six months) of a possessor or honorary possessor.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 11 (Certificate of Designation of Tangible Cultural Asset, etc.)**

(1) The following shall be mentioned in a certificate of designation of a tangible cultural asset, monument, folk materials or cultural asset materials pursuant to Article 7 (1) of the Ordinance:

1. The name and quantity;
2. The designation number and date of designation;
3. In the case of a building, its structure and form;
4. In the case of an object other than a building, its size, shape, material and other special features;
5. The location or place of custody;
6. The name and address of an owner.

(2) Each certificate of designation pursuant to paragraph (1) shall be made in accordance with Form 1.

(3) When matters referred to in the subparagraphs of paragraph (1) are written, where there are details in quantity referred to in subparagraph 1 of the same paragraph, such details and matters referred to in subparagraphs 3 and 4 shall be stated in an appendix to a certificate of designation in accordance with Form 2. In such cases, an appendix to a certificate of designation shall be deemed to be a part of the relevant certificate of designation, and a seal shall be affixed between an appendix and the back of the certificate of designation.

(4) When a certificate of designation referred to in paragraph (1) is destroyed or damaged, an owner of the relevant cultural asset shall have his/her certificate of designation reissued.

(5) Where the Mayor issues or reissues a certificate of designation of a tangible cultural asset, monument, folk materials or cultural asset materials, he/she shall write the details thereof in the book of issuance of certificates of designation in Form 3.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 12 (Certificate of Recognition as Possessor or Honorary Possessor of Intangible Cultural Asset, etc.)**

(1) A certificate of recognition as a possessor or honorary possessor of an intangible cultural asset pursuant to Article 7 (2) of the Ordinance shall be issued in accordance with Form 4; a certificate of recognition as a possessory group, in accordance with Form 5; and an identification card of a possessor or honorary possessor, in accordance with Form 6.

(2) Where a certificate of recognition or identification card referred to in paragraph (1) is destroyed or damaged, the relevant possessor or honorary possessor shall have his/her certificate of recognition or identification card reissued.

(3) Where the Mayor issues or reissues a certificate of recognition as a possessor or honorary possessor or a certificate of recognition as a possessory group of an intangible cultural asset, he/she shall state the details thereof in the book of issuance of certificates in Form 7, and where he/she issues or reissues an identification card of a possessor or honorary possessor, he/she shall state the details thereof in the book of issuance of identification cards in Form 8.

[This Article Wholly Amended by Enforcement Rule No. 3312, Apr. 19, 2003; Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 13 (Procedures for Cancellation of Designation as Designated Cultural Assets, etc.)**

Article 4 shall apply mutatis mutandis to the following cases:

1. Cancellation of designation as a designated cultural asset, etc. pursuant to Article 9 (1) of the Ordinance;
2. Cancellation of recognition as a possessor of an intangible cultural asset pursuant to Article 9 (2) of the Ordinance;
3. Cancellation of recognition as a possessor or honorary possessor of an intangible cultural asset pursuant to Article 9 (3) of the Ordinance;
4. Cancellation of designation and adjustment of the scope of a protected object or protected area pursuant to Article 9 (4) of the Ordinance.

[This Article Newly Inserted by Enforcement Rule No. 3312, Apr. 19, 2003; Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 14 (Provisional Designation)**

Where the Mayor provisionally designates a cultural asset as a designated cultural asset pursuant to Article 10 of the Ordinance, he/she shall classify it into a tangible cultural asset, monument, folk materials or cultural asset materials.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

### **CHAPTER PRESERVATION AND MANAGEMENT OF CULTURAL ASSETS**

#### **Article 15 (Formulation of Plan for Preservation, Management and Utilization of Cultural Assets)**

CHAPTER PRESERVATION AND MANAGEMENT OF CULTURAL ASSETS(1) If necessary for the formulation of a master plan pursuant to Article 14 of the Ordinance, the Mayor may request the head of an autonomous Gu to submit materials on designated cultural assets in the district over which the head has jurisdiction.

(2) Where the head of an autonomous Gu is requested to submit materials pursuant to paragraph (1), he/she shall comply with such request.

(3) The Mayor shall formulate a master plan subject to deliberation by the Cultural Assets Committee of the Seoul Metropolitan Government pursuant to Article 37 of the Ordinance.

[This Article Newly Inserted by Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 16 (Designation of Custodian Organization)**

(1) Where the Mayor designates, for a designated cultural asset, etc., an autonomous Gu or a corporation or organization suited to manage the relevant designated cultural asset, etc. (hereinafter referred to as "custodian organization"), he/she shall issue a certificate of designation as a custodian organization in Form 9.

(2) Where the Mayor issues a certificate of designation as a custodian organization pursuant to paragraph (1), he/she shall state the details thereof in the book of issuance of certificates of designation as a custodian organization in Form 10 and manage the same. <Newly Inserted by Enforcement Rule No. 3312, Apr. 19, 2003>

(3) Each custodian organization which has obtained a certificate of designation as a custodian organization pursuant to paragraph (1) shall return its certificate of designation within ten days from the expatriation or cancellation of such designation.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 17 (Repair)**

(1) "Repair" in Article 16 of the Ordinance means repair or reinstatement to its original state of a designated cultural asset, etc., survey or design therefor, and measures to prevent damage.

(2) "Insignificant repair" in the proviso to Article 16 (1) of the Ordinance means any of the following acts required for the maintenance of the current status of and management of a cultural asset:

1. Papering a sliding door, oiled flooring or wallpapering;
2. Partial spreading of mud on a mud-fell wall without a mural or ceiling without traditional multicolored painting;
3. Replacing an extremely small area of broken roof tiles in their original form for leakage protection;
4. Repairing a rest room in its original form;
5. Installing or repairing a stone marker, notice board, warning board, etc.;
6. Turfing or mowing grass;
7. Clearing an existing drainageway;
8. Repairing or painting a partial corrosion of a protective fence in its original form;
9. Where earth and sand of an access road, plaza, etc. are eroded or rugged, filling earth and sand or leveling the ground;
10. Partial straightening-up of a row of capping tiles on a wall;
11. Removing scrub for the management of remains, such as a castle, building site, etc.;
12. Repairing an electrical structure and fire-fighting equipment;
13. Repairing an antitheft alarm system;
14. Repairing sewage and night soil treatment facilities;
15. Urgent pest control and fertilizing to protect plants under the direction of an expert in the related field;
16. Removing withered trees and branches destroying the view of a cultural asset;
17. Other acts the Mayor deems necessary for the maintenance of the present conditions and management.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 18 (Evaluation Standards for Repairing Service Projects and Construction Works on Cultural Assets, etc.)**

Articles 21 through 24 of the Enforcement Rule of the Cultural Heritage Protection Act shall apply mutatis mutandis to the standards, procedures for and methods of evaluation of a repair service or repair works on a cultural asset and the period of validity of designation as an excellent business operator pursuant to Article 17 (6) of the Ordinance.

[This Article Newly Inserted by Enforcement Rule No. 3312, Apr. 19, 2003; Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 19 (Books)**

(1) The Mayor shall record and preserve matters related to the preservation, management of and changes in a designated cultural asset, etc. pursuant to Article 19 of the Ordinance in accordance with the following classification:

1. Tangible cultural assets, monuments, folk materials, cultural asset materials: Form 11;
2. Intangible cultural assets: Form 12.

(2) Each form pursuant to paragraph (1) shall be accompanied by the photographs of the relevant designated cultural asset, etc. and its protected object and protected area, a surveyed map, land register survey, and arrangement plan: Provided, That sound recordings, pictures, music, transcripts and photographs of a possessor shall be attached to the book of intangible cultural assets.

(3) Index for each designation number and a summary table shall be attached to the book of designated cultural assets, etc.

(4) Paragraph (1) shall apply mutatis mutandis to provisionally designated cultural assets pursuant to Article 10 of the Ordinance.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 20 (Application for Permit)**

(1) Each person who intends to obtain a permit from the Mayor for an act falling under any of the subparagraphs of Article 20 of the Ordinance shall submit an application for permit in which the classification, designation number, name, quantity and location, etc. of the relevant designated cultural asset, etc. are mentioned to the Mayor.

(2) Each application for permit pursuant to paragraph (1) shall be made in accordance the following subparagraphs:

1. A person who intends to obtain a permit to capture animals, collect plants or take minerals out pursuant to subparagraph 1 of Article 20 of the Ordinance: He/she shall prepare an application for permit in Form 13 and submit it along with a business (research) plan and other reference documents;
2. A person who intends to obtain a permit to make a rubbing, phototypograph, or take pictures of a designated cultural asset, etc. pursuant to subparagraph 2 of Article 20 of the Ordinance: He/she shall prepare and submit an application in Form 14;
3. A person who intends to obtain a permit to change the present conditions, etc. of a designated cultural asset, etc. or its protected object or protected area pursuant to subparagraph 3 of Article 20 of the Ordinance: He/she shall prepare and submit an application in Form 15;
4. A person who intends to obtain a permit to change permitted matters pursuant to Article 20 of the Ordinance: He/she shall prepare and submit an application in Form 16.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 21 (Scope of Insignificant Activities)**

"Insignificant activities prescribed by the Enforcement Rule" in the proviso to subparagraph 3 of Article 20 of the Ordinance means any of the following activities:

1. Straightening up a row of the stereobate and stairway of a building;
2. Repairing part of a wall without a mural which is apt to fall apart or part already fallen apart to its original state;
3. Papering a sliding door or repairing a door partially broken;
4. Spreading mud on the ceiling from which mud was fallen apart due to water leak, etc.;
5. Repairing partial breakage of the floor;
6. Repairing a stone marker, notice board, warning board, etc.;
7. Straightening up roof tiles loosened for leakage protection;
8. Repairing a rest room in its original form;
9. Straightening up a row of roof tiles on the wall or collapsed part to its original state;
10. Repairing the washed away part of a plaza;
11. Turfing or mowing grass;
12. Leveling earth on a stonework;
13. Maintaining and repairing an existing access road;
14. Clearing an existing drainageway;
15. Removing scrub for the management of remains, such as a castle, building site, etc.;
16. Repairing an electrical structure and fire-fighting equipment;
17. Repairing an antitheft alarm system;
18. Repairing a protective fence;
19. Other activities the Mayor deems necessary.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 22 (Crafts and Arts Instruction)**

The Mayor may have a possessor of an intangible cultural asset examine the crafts or arts of a person who has received instruction on the relevant intangible cultural asset for not less than three years and issue a certificate of completion of crafts and arts instruction in Form 17 to a person whose crafts or arts are deemed to reach a reasonable level, in accordance with Article 21 (2) of the Ordinance.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 23 (Reasons for Exception to Conduct of Crafts and Arts Instruction)**

Reasons that a possessor of an intangible cultural asset needs not conduct crafts and arts instruction pursuant to the proviso to Article 21 (2) of the Ordinance shall be as follows:

1. Where it is impossible for him/her to provide instruction due to his/her illness or other accident;
2. Where he/she comes to study or train in an overseas university or research institution for not less than one year.

[This Article Newly Inserted by Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 24 (Grant of Subsidies to Possessors, etc. of Intangible Cultural Assets)**

(1) The Mayor shall determine items, subjects and other standards for granting subsidies for crafts and arts instruction and a crafts and arts scholarship to a possessor, etc. of an intangible cultural asset and special subsidies to an honorary possessor pursuant to Article 21 (3) through (5) of the Ordinance, subject to deliberation by the Committee.

(2) The Mayor shall grant special subsidies to an honorary possessor under paragraph (1) in consideration of the level of his/her contribution to the proliferation and development of the relevant cultural asset, his/her standard of living, etc.

[This Article Newly Inserted by Enforcement Rule No. 3312, Apr. 19, 2003; Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 25 (Assistants for Crafts and Arts Instruction)**

(1) A possessor of an intangible cultural asset may recommend assistants to help his/her crafts and arts instruction on the intangible cultural asset to the Mayor.

(2) If a possessor of an intangible cultural asset intends to recommend assistants for his/her crafts and arts instruction pursuant to paragraph (1), he/she shall recommend at least double the number of assistants for his/her crafts and arts instruction the Mayor intends to select, from among those who have received a certificate of completion of crafts and arts instruction on the intangible cultural asset pursuant to Article 22. In such cases, recommendation shall be made in Form 18 and the following documents shall be attached thereto:

1. Curriculum vitae of persons subject to recommendation (including three copies of photograph);
2. A written pledge in Form 19.

(3) The Mayor may select assistants for his/her crafts and arts instruction on an intangible cultural asset from among those recommended pursuant to paragraph (1).

(4) If the Mayor intends to select assistants for his/her crafts and arts instruction on an intangible cultural asset, he/she shall appoint at least two experts, including members of a subcommittee in the relevant field of the Committee or expert members and shall have them examine the crafts and arts of those recommended.

(5) If the Mayor selects assistants for crafts and arts instruction on an intangible cultural asset, he/she shall issue a certificate of assistant for crafts and arts instruction in Form 20.

(6) If an assistant for crafts and arts instruction loses a certificate referred to in paragraph (5) or it is worn out, he/she may have his/her certificate of assistant for crafts and arts instruction reissued.

(7) The Mayor may pay, within budgetary limits, expenses incurred by assistants for crafts and arts instruction on an intangible cultural asset in assisting the crafts and arts instruction.

[This Article Wholly Amended by Enforcement Rule No. 3312, Apr. 19, 2003; Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 26 (Crafts and Arts Scholarship Students)**

(1) The Mayor shall determine items by field of intangible cultural asset subject to the award of a scholarship to those receiving crafts and arts instruction pursuant to Article 21 (4) of the Ordinance, after deliberation by the Committee.

(2) The Mayor may select crafts and arts scholarship students on the recommendation of a possessor of an intangible cultural asset from among those who receive crafts and arts instruction on the intangible cultural asset, which is one of the items by field under paragraph (1).

(3) Where a possessor of an intangible cultural asset recommends crafts and arts scholarship students pursuant to paragraph (2), he/she shall submit a letter of recommendation of crafts and arts scholarship students for an intangible cultural asset in Form 21, along with documents referred to in the subparagraphs of Article 25 (2) to the Mayor.

(4) Standards for selecting crafts and arts scholarship students for an intangible cultural asset shall be as follows:

1. A person who is receiving crafts and arts instruction from a possessor of the intangible cultural asset for not less than six months and has a talent for the crafts or arts of the relevant intangible cultural asset;
2. A person who has been engaged in the field related to the intangible cultural asset for not less than one year and intends to inherit the crafts or arts of the relevant intangible cultural asset.

(5) The age limit to be selected as crafts and arts scholarship students for an intangible cultural asset shall be as set forth in Table 3.

(6) The period of crafts and arts instruction for a crafts and arts scholarship student shall be five years: Provided, That this shall not apply to cases where a crafts and arts scholarship student has obtained a certificate of completion of crafts and arts instruction on an intangible cultural asset referred to in Article 22.

(7) Where a person who is selected as a crafts and arts scholarship student pursuant to paragraph (2) falls under any of the following, the relevant possessor shall report it to the Mayor without delay:

1. Where he/she becomes unable to receive crafts and arts instruction on the relevant intangible cultural asset due to his/her physical or mental disability or other reason;
2. Where his/her performance is sub-standard.

(8) Where a crafts and arts scholarship student falls under any of the subparagraphs of paragraph (7), the Mayor shall suspend the grant of the scholarship.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 27 (Notice of Implementation of Repair, etc. and Compensation for Loss)**

(1) If the Mayor intends to take measures referred to in the subparagraphs of Article 22 (1) of the Ordinance at the expense of the Seoul Metropolitan Government (hereinafter referred to as the "City") pursuant to Article 22 (2) of the Ordinance, he/she shall notify the relevant owner or manager of the classification, designation number, name, quantity of the cultural asset, and details or the time of commencement of the repair or measures, and other necessary matters.

(2) Each person who intends to receive compensation for loss pursuant to Article 25 of the Ordinance shall file an application stating the classification, designation number, name, quantity, location or place of custody of a designated cultural asset, etc. and reasons therefor with the Mayor, along with documentary evidence.

(3) If the Mayor receives an application pursuant to paragraph (2), he/she shall investigate the relevant fact and compensate for the loss if he/she confirms that the loss is not caused by any reason attributable to its owner, possessor or manager or custodian organization.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 28 (Report on Appointment of Manager, etc.)**

(1) Each person who intends to report due to the accrual of a cause set forth in subparagraphs 1 through 8 of Article 23 of the Ordinance concerning a designated cultural asset, etc. shall submit a report according to the following classification to the Mayor within 15 days from the date of accrual of the relevant cause:

1. A report on the appointment or dismissal of a manager of a designated cultural asset, etc. pursuant to subparagraph 1 of Article 23 of the Ordinance: Form 22;
2. A report on change of an owner of a designated cultural asset, etc. pursuant to subparagraph 2 of Article 23 of the Ordinance: Form 23;
3. A report on change of the name and address of an owner, possessor or manager of a designated cultural asset, etc. or the location and place of custody of a designated cultural asset, etc. under subparagraphs 3 through 5 of Article 23 of the Ordinance: Form 24;
4. A report on destruction, loss, theft of, or damage to a designated cultural asset, etc. pursuant to subparagraph 6 of Article 23 of the Ordinance: Form 25;
5. A report on reentry of a designated cultural asset, etc. pursuant to subparagraph 7 of Article 23 of the Ordinance: Form 26;
6. A report on commencement or completion of the change of the present conditions, etc. of a designated cultural asset, etc. pursuant to subparagraph 8 of Article 23 of the Ordinance: Form 27.

(2) Each person who intends to report due to the accrual of a cause for reporting set forth in subparagraph 9 of Article 23 of the Ordinance concerning a designated cultural asset, etc. shall submit the following report to the Mayor through the head of a Gu, one month prior to the scheduled date for removing it in case of expatriation, within 15 days from the date it is brought into again in case of reentry:

1. A report on removing a designated cultural asset, etc. from the City: Form 28;
2. A report on reentry of a designated cultural asset, etc. removed from the City: Form 29.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

## **CHAPTER DISCLOSURE AND INVESTIGATION OF DESIGNATED CULTURAL ASSETS, ETC.**

#### **Article 29 (Publication, etc. of Restrictions on Disclosure)**

CHAPTER DISCLOSURE AND INVESTIGATION OF DESIGNATED CULTURAL ASSETS, ETC. (1) If the Mayor restricts disclosure of a designated cultural asset, etc. pursuant to Article 28 (3) of the Ordinance, he/she shall publicize the following on the official gazette of the Seoul Metropolitan Government:

1. The classification, designation number, name and location of the relevant designated cultural asset, etc.;
2. An area of which disclosure is restricted;
3. A period during which disclosure is restricted and the reason therefor;

4. Details of sanctions at the time of violation of the restriction on disclosure.

(2) The head of a Gu notified of measures for restriction on disclosure pursuant to Article 28 (3) of the Ordinance shall notify an owner, manager or custodian organization of the relevant designated cultural asset, etc. thereof and put up a notice board stating the matters referred to in the subparagraphs of paragraph (1) around the designated cultural asset, etc. of which disclosure is restricted.

(3) If the Mayor cancels a restriction on disclosure of a designated cultural asset, etc. pursuant to Article 28 (4) of the Ordinance, he/she shall publicize the following on the official gazette of the Seoul Metropolitan Government:

1. The classification, designation number, name and location of the relevant designated cultural asset, etc.;
2. An area of which restriction on disclosure is to be cancelled;
3. A reason for the cancellation of restriction on disclosure.

(4) The head of a Gu notified of the cancellation of restriction on disclosure pursuant to Article 28 (4) of the Ordinance shall notify an owner, manager or custodian organization of the relevant designated cultural asset, etc. thereof and remove a notice board pursuant to paragraph (2).

[This Article Newly Inserted by Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 30 (Permit to Have Access to Area of which Disclosure is Restricted)**

(1) Where a person who intends to have access to an area of which disclosure is restricted pursuant to Article 28 (5) of the Ordinance falls under any of the following, the Mayor may grant a permit to have access to the area:

1. Where it is necessary for repair and management of the designated cultural asset, etc.;
2. Where it is necessary for a scientific investigation for the protection and preservation of the designated cultural asset, etc.;
3. Where the Mayor deems it necessary for preservation and utilization of the designated cultural asset, etc.

(2) Each person who intends to obtain a permit pursuant to paragraph (1) shall submit an application for permit to have access to the area where disclosure of a designated cultural asset, etc. is restricted (including an application in electronic format) in Form 30, along with documents (including electronic documents) evidencing a cause falling under any of the subparagraphs of paragraph (1), such as a business plan, research plan, etc. to the Mayor through the head of the competent Gu.

[This Article Newly Inserted by Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 31 (Entrustment of Regular Investigation, etc.)**

The Mayor shall entrust a regular investigation and reinvestigation of designated cultural assets, etc. to any of the following institutions or organizations pursuant to Article 30 (7) of the Ordinance:

1. A corporation or organization established for the purpose of investigation, research, education, repair or scientific activities related to designated cultural assets, etc.;
2. A museum pursuant to Article 10, 12 or 14 of the Museum and Art Gallery Support Act.

[This Article Newly Inserted by Enforcement Rule No. 3678, Aug. 6, 2009]

## **CHAPTER OPERATION OF CULTURAL ASSETS OWNED BY THE CITY**

#### **Article 32 (Holidays for Cultural Assets Owned by the City)**

CHAPTER OPERATION OF CULTURAL ASSETS OWNED BY THE CITY(1) One day of each week shall be a holiday for the efficient management of cultural assets and their related facilities owned by the City pursuant to Article 32 of the Ordinance (hereinafter referred to as "cultural assets owned by the City").

(2) The Mayor shall determine a holiday in consideration of conditions of each cultural asset owned by the City.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 33 (Opening or Usage Hours for Cultural Assets Owned by the City)**

The opening or usage hours for cultural assets owned by the City shall be as follows: Provided, That this shall not apply where the Mayor reduces or extends opening hours because he/she deems it necessary:

1. Summertime (March through October): 09:00 - 18:00;
2. Wintertime (November through February): 09:00 - 17:00.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 34 (Restrictions on Viewing or Use of Cultural Assets Owned by the City)**

In any of the following cases, the Mayor may restrict the viewing or use of cultural assets owned by the City:

1. Where a cultural asset owned by the City or other equipment, etc. is damaged;
2. A political rally or religious event;
3. Conducting commercial activities for visitors without prior consent from the Mayor.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 35 (Return of Admission Fees for Cultural Assets Owned by the City)**

No admission fees collected pursuant to Article 32 of the Ordinance shall be returned: Provided, That this shall not apply where the reason why visitors cannot view a cultural asset owned by the City is not a fault of the visitor but is a natural disaster or a fault, etc. of the City.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 36 (Exemption from Admission Fees for Cultural Assets Owned by the City)**

"Other persons the Mayor deems necessary" in subparagraph 6 of Article 33 of the Ordinance means any of the following persons:

1. A person who participates directly in the operation of and events regarding the relevant cultural asset owned by the City;
2. A person who is specially invited for the proliferation and enhancement of traditional culture;
3. A neighboring resident passing through a cultural asset owned by the City not for the purpose of viewing or using it but for the purpose of passing it;
4. A neighboring office worker entering at lunch time (provided, that Saturdays and Sundays shall be excluded);
5. A citizen entering on the day approved in advance by the Mayor out of cultural event days supported by the City and event days promoted by a trusted organization.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 37 (Permit to Use Cultural Assets Owned by the City and Collection of Rental Fees)**

(1) Each person who intends to use temporarily a cultural asset owned by the City shall prepare and submit an application for permit to use a cultural asset in Form 31 to the Mayor and obtain his/her permit. In such cases, where the Mayor issues a permit to use a cultural asset owned by the City, he/she shall issue such permit in Form 32 to the applicant.

(2) Each person who obtains a permit to use a cultural asset pursuant to paragraph (1) shall pay a rental fee before he/she starts to use such cultural asset.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 38 (Provisions Applicable Mutatis Mutandis to Collection of Admission Fees and Rental Fees)**

Except for matters provided for in this Rule, matters necessary for the collection of admission fees and rental fees shall follow the examples of collecting local taxes.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 39 (Application for Entrustment with Operation of Cultural Assets Owned by the City)**

Each person who intends to be entrusted with the operation of cultural assets owned by the City pursuant to Article 36 (1) of the Ordinance shall submit an application for entrustment with operation, in Form 33 to the Mayor.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 40 (Extension of Period of Entrustment with Operation of Cultural Assets Owned by the City, etc.)**

When a trustee intends to obtain a permit to extend the period of entrustment with operation of cultural assets, he/she shall submit an application for extension of the period of entrustment with operation in Form 34 to the Mayor by not later than 60 days prior to the expiration of the period of entrustment with operation.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

### **Article 41 (Operational Rules)**

The Mayor shall separately determine matters concerning the operation of cultural assets owned by the City not provided for in this Rule and other necessary matters.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

## **CHAPTER CULTURAL ASSETS COMMITTEE**

### **Article 42 (Subcommittees)**

CHAPTER CULTURAL ASSETS COMMITTEE(1) The Committee shall have subcommittee , subcommittee , subcommittee and subcommittee to take partial charge of cultural assets by field, and investigate and deliberate on matters referred to in the subparagraphs of Article 37 (1) of the Ordinance.

(2) The subcommittee shall take partial charge of the following matters:

1. Matters concerning structures among tangible cultural assets referred to in Article 3 (1) 1 of the Ordinance;
2. Matters concerning structures among monuments referred to in Article 3 (1) 3 of the Ordinance;
3. Matters concerning houses among folk materials referred to in Article 3 (1) 4 of the Ordinance and structures among cultural asset materials referred to in Article 4 of the Ordinance;
4. Matters concerning technology, such as installations, electricity, machinery, etc.

(3) The subcommittee shall take partial charge of the following matters:

1. Matters concerning tangible cultural assets (excluding structures) referred to in Article 3 (1) 1 of the Ordinance;
2. Matters concerning folk materials (excluding houses) referred to in Article 3 (1) 4 of the Ordinance;
3. Matters concerning classical books, books, ancient documents, pictures, sculptures, handicrafts, etc. among cultural asset materials referred to in Article 4 of the Ordinance;

(4) The subcommittee shall take partial charge of matters concerning intangible cultural assets referred to in Article 3 (1) 2 of the Ordinance.

(5) The subcommittee shall take partial charge of the following matters:

1. Matters concerning monuments (excluding structures) referred to in Article 3 (1) 3 of the Ordinance;
2. Matters concerning cultural asset materials (excluding structures, classical books, books, ancient documents, pictures, sculptures, handicrafts, etc.);
3. Matters concerning museum affairs.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 43 (Composition and Operation of Subcommittees)**

(1) The subcommittees shall be comprised of members of the Committee, and the Mayor shall determine the number of members by subcommittee and the placement of members.

(2) Each subcommittee shall elect its chairperson from among its members.

(3) Where the chairperson of a subcommittee is unable to perform his/her duties due to inevitable causes, the eldest member of the relevant subcommittee shall perform the duties on his/her behalf.

(4) The chairperson of a subcommittee shall preside over and represent the subcommittee.

(5) The Mayor shall call a meeting of a subcommittee, which shall be held by the attendance of a majority of the incumbent members, and its resolutions shall be made with the consent of the majority of the members present.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 44 (Joint Meetings of Subcommittees)**

(1) Where matters under investigation or deliberation by a subcommittee have relation to another subcommittee, the subcommittee may hold a joint meeting with such another subcommittee.

(2) The chairperson of a joint meeting of subcommittees shall be elected from among its members.

(3) Article 43 (5) shall apply mutatis mutandis to proceedings and a quorum for resolution of a joint meeting of subcommittees.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 45 (Establishment of Lower-Tier Subcommittees)**

A lower-tier subcommittee comprised of members and expert members of the Cultural Assets Committee may be established in a subcommittee for the efficient and professional investigation of and deliberation on the matters of which the subcommittee takes partial charge.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 46 (Relevant Professionals)**

(1) Relevant professionals pursuant to Article 41 (3) of the Ordinance shall be appointed by the Mayor from among experts in cultural assets, and each subcommittee may have a few experts so that they may collect materials on cultural assets, investigate and research cultural assets, and formulate a plan.

(2) Relevant professionals referred to in paragraph (1) shall be deemed to have been decommissioned automatically if a project given by the Mayor is completed.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 47 (Administrative Secretary and Clerk)**

(1) One administrative secretary and one clerk shall be assigned to conduct administrative affairs of the Committee, subcommittees and joint meetings of subcommittees.

(2) The director of cultural asset department shall serve as the administrative secretary and the assistant junior official thereof shall serve as the clerk.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

## **CHAPTER SUPPLEMENTARY PROVISIONS**

#### **Article 48 (Subsidies)**

CHAPTER SUPPLEMENTARY PROVISIONS(1) Each person who intends to obtain a subsidy pursuant to Article 24 of the Ordinance shall submit an application stating each of the following to the Mayor:

1. The classification, designation number, name, quantity, location or custody place of a designated cultural asset, etc.;
2. The name and address of an owner, possessor or manager of, or the name of a custodian organization of, a designated cultural asset, etc.;
3. Reasons why a subsidy is required;
4. A plan for repair, management, protection, fostering or preparation of records and photographs therefor;
5. Expenses incurred and financial resources thereof.

(2) Where the Mayor supervises any repair works of a designated cultural asset, etc, or other construction works pursuant to Article 24 (2) of the Ordinance, he/she may designate a supervisor from among public officials under his/her jurisdiction.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 49 (Identification Card of Investigator)**

The identification certificate of a public official who makes an investigation pursuant to Article 31 (1) of the Ordinance shall be in accordance with Form 35.

[This Article Wholly Amended by Enforcement Rule No. 3678, Aug. 6, 2009]

#### **Article 50 (Submission of Results of Conduct of Entrusted Business, etc.)**

Where the head of an autonomous Gu has conducted business pursuant to Article 51 of the Ordinance, he/she shall submit drawings, etc. to the Mayor within seven days from the date of such conduct. <Amended by Enforcement Rule No. 3678, Aug. 6, 2009>

[This Article Newly Inserted by Enforcement Rule No. 3312, Apr. 19, 2003]