SEOUL METROPOLITAN GOVERNMENT ORDINANCE ON THE ESTABLISHMENT AND OPERATION OF INSTITUTIONS RELATED TO WOMEN

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Whole Amendment No. 4325, Nov. 10, 2005
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Whole Amendment No. 4801, May. 28, 2009
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Partial Amendment No. 5794, Jan. 02, 2015
Amendment of Other Laws No. 5930, May. 14, 2015
Amendment of Other Laws No. 6016, Oct. 08, 2015
Amendment of Other Laws No. 6386, Jan. 05, 2017
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Amendment of Other Laws No. 6637, Sep. 21, 2017
Amendment of Other Laws No. 7046, Mar. 28, 2019
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Amendment of Other Laws No. 7423, Dec. 31, 2019
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CHAPTER I GENERAL PROVISIONS

Article 1 (Purpose)

CHAPTER I GENERAL PROVISIONSThe purpose of this Ordinance is to contribute to promoting women's social participation, enhancing women's rights and interests and realizing gender equality by prescribing matters necessary for establishing and operating institutions related to women of the Seoul Metropolitan Government pursuant to Articles 45 and 47 of the Framework Act on Gender Equality and Article 29 of the Seoul Metropolitan Government Framework Ordinance on Gender Equality. <Amended on Jan. 9, 2014; Sep. 21, 2017; Mar. 28, 2019>

Article 2 (Relationship to Other Ordinances of the Seoul Metropolitan Government)

Except as otherwise provided in other Ordinances of the Seoul Metropolitan Government, this Ordinance shall apply to establishing and operating institutions related to women (hereinafter referred to as "institution related to women") of the Seoul Metropolitan Government (hereinafter referred to as the "Seoul Government"). <Amended on Sep. 21, 2017>

Article 3 (Basic Principles)

The Mayor of the Seoul Metropolitan Government (hereinafter referred to as the "Mayor") shall establish an institution related to women, fully considering the regional balance of and social demand for the development of women's ability and the promotion of their welfare, and operate the relevant institution according to the purpose of the establishment thereof.
[Title Amended on Sep. 21, 2017]

CHAPTER II INSTITUTIONS RELATED TO WOMEN

Article 4 (Types of Institutions Related to Women)

CHAPTER II INSTITUTIONS RELATED TO WOMENInstitutions related to women established and operated by the Mayor in accordance with this Ordinance shall be classified as follows: <Amended on May 14, 2014; Jul. 16, 2020; May 20, 2021>
1. Women's plaza: An institution aiming at enhancing women's rights and interests and promoting women's welfare by supporting women's vocational ability development, promoting mutual exchange, and providing incidental places;
1-2. SPACE SALLIM: An institution aiming at vitalizing women's business start-up, creating an environment of gender equality and care, and strengthening women's and families' capabilities;
2. Women's craft center: An institution aiming at supporting and promoting female craftspersons' economic activities such as starting a business;

3. Women's ability development institute: An institution aiming at formulating and executing business plans necessary for women's ability development, and conducting general management including evaluating, coordinating and supporting women's development centers and women's resources development centers;
4. Women's development center: An institution aiming at conducting education for women's vocational ability development, providing support for women's employment and starting businesses, and promoting women's welfare;
5. Women's resources development center: An institution aiming at providing education for women's vocational ability development, providing support for women's employment and starting businesses, preventing women's career interruptions, providing support for maintaining women's employment, etc.;
6. Seoul Herstory House: An institution aiming at discovering, preserving, researching, and sharing materials regarding women's history, and providing educational, cultural, and exhibition programs, etc.;
7. Other institutions similar to those referred to in subparagraphs 1 through 6 and subparagraph 1-2 that the Mayor deems necessary for women's social participation and gender equality.
[Title Amended on Sep. 21, 2017]

Article 5 (Name and Functions of Women's Plaza)

(1) The name and location of a women's plaza referred to in subparagraph 1 of Article 4 shall be as specified in attached Table 1.
(2) Major functions of a women's plaza shall be as follows: <Amended on Dec. 31, 2019>
1. Providing spaces for women's activities to promote mutual exchange and cooperation;
2. Providing spaces for women's education to strengthen their competence;
3. Providing spaces for economic activities to help women start businesses and improve their economic competence;
4. Providing spaces for exhibition or public performance to vitalize women-friendly cultures and arts;
5. Providing other women-friendly spaces to improve women's information skills, etc.;
6. Conducting other projects deemed necessary by the Mayor for promoting the welfare of women and families.
[This Article Newly Inserted on Sep. 21, 2017]
[Previous Article 5 moved to Article 13 <Sep. 21, 2017>]

Article 5-2 (Functions of SPACE SALLIM)

The major functions of SPACE SALLIM referred to in subparagraph 2 of Article 4-1 shall be as follows:
1. Providing assistance necessary for fostering female business starters, such as spaces for business start-up, funds, and equipment;
2. Providing support for female business starters to open new markets and attract investment;
3. Providing child-care services to support work-life balance;
4. Conducting projects to facilitate family communication;
5. Providing support for education and creative activities to narrow the gender gap in the field of information and communications;
6. Conducting other projects the Mayor deems necessary for vitalizing women's business start-up, creating an environment for gender equality and care, and strengthening women's and families' capabilities.
[This Article Newly Inserted on Jul. 16, 2020]

Article 6 (Name and Functions of Women's Craft Center)

(1) The name and location of a women's craft center referred to in subparagraph 2 of Article 4 shall be as specified in attached Table 2. <Amended on Sep. 21, 2017; May 20, 2021>
(2) Major functions of a women's craft center shall be as follows: <Newly Inserted on Sep. 21, 2017; Dec. 31, 2019>
1. Providing spaces for women to start craft business to encourage them to start businesses and participate in economic activities;
2. Conducting projects to support female craftspersons occupying the center for their business start-up (growth);
3. Conducting projects to vitalize crafts in citizen's daily life and their participation in the craft field;
4. Conducting projects to invigorate local communities;
5. Conducting other projects deemed necessary for encouraging female craftspersons to start businesses.
[Title Amended on Sep. 21, 2017]

Article 7 (Name and Functions of Women's Ability Development Institute)

(1) The name and location of a women's ability development institute referred to in subparagraph 3 of Article 4 shall be as specified in attached Table 3. <Newly Inserted on Sep. 21, 2017; May 20, 2021>
(2) Major functions of a women's ability development institute shall be as follows: <Amended on Jan. 2, 2015; Jan. 5, 2017; Sep. 21, 2017>
1. Formulating plans for projects necessary for women's ability development;
2. Conducting general management of, coordinating, evaluating and supporting women's development centers and women's resources development centers;
3. Conducting projects for job searching for women, and for promoting their employment and business start-up;
4. Establishing and managing a network between women's development centers and women's resources development centers;

5. Conducting other projects deemed necessary by the Mayor for women's ability development.
[This Article Wholly Amended on May 14, 2014]
[Title Amended on Sep. 21, 2017]
[Moved from Article 11; previous Article 7 moved to Article 14 <Sep. 21, 2017>]

Article 8 (Names and Functions of Women's Development Centers)

(1) The names and locations of women's development centers referred to in subparagraph 4 of Article 4 shall be as specified in attached Table 4. <Amended on Sep. 21, 2017; May 20, 2021>
(2) Major functions of women's development centers shall be as follows: <Newly Inserted on Sep. 21, 2017; Dec. 31, 2019>
1. Opening and operating education programs such as vocational training and education for living and cultures, which are necessary for improving women's economic power and ability development;
2. Providing information and counseling for women's employment, job placement for women, and conducting projects to support the maintenance of their employment;
3. Providing information and counseling for women to start businesses, and conducting projects to nurture female business founders;
4. Enhancing women's welfare, promoting their social participation, and conducting projects to support the invigoration of local communities;
5. Conducting other projects to establish a network and connected cooperation system for creating local jobs.
[Title Amended on Sep. 21, 2017]

Article 9 (Names of Women's Resources Development Centers)

(1) The names and locations of women's resources development centers referred to in subparagraph 5 of Article 4 shall be as specified in attached Table 5.
(2) Major functions of women's resources development centers shall be as follows: <Amended on Dec. 31, 2019>
1. Opening and operating education programs such as vocational training, necessary for improving women's economic power and ability development;
2. Providing information and counseling for women's employment, and job placement for women;
3. Providing information and counseling for women to start businesses, and conducting projects to nurture female business founders;
4. Career planning based upon women's life cycle stages, providing support to prevent women's career interruptions, and conducting projects to support the maintenance of women's employment;
5. Conducting other projects to establish a network and connected cooperation system for creating local jobs.
[This Article Newly Inserted on Sep. 21, 2017]
[Previous Article 9 moved to Article 16 <Sep. 21, 2017>]

Article 10 (Standards for Designation and Cancellation of Designation)

(1) Any corporation or organization other than the State or the Seoul Government which intends to establish and operate a women's resources development center shall be designated by the Mayor. <Newly Inserted on Sep. 21, 2017; May 20, 2021>
(2) Any person who intends to be designated as a women's resources development center pursuant to paragraph (1) shall meet the standards for designation referred to in attached Table 1 of the Enforcement Decree of the Framework Act on Gender Equality (hereinafter referred to as the "Decree"). <Amended on Sep. 21, 2017>
(3) Articles 47 and 48 of the of the Framework Act on Gender Equality and Articles 28 and 29 of the Decree shall apply mutatis mutandis to procedures for designation of a women's resources development center and the cancellation of designation thereof. <Newly Inserted on Sep. 21, 2017>
[Moved from Article 18; previous Article 10 deleted <Sep. 21, 2017>]

Article 11 (Support for Working Expenses)

(1) Where the Mayor has designated a person that establishes and operates a women's resources development center pursuant to Article 10 (1), he or she may grant such person subsidies to help cover the whole or part of the expenses incurred in the operation of the women's resources development center and the performance of its projects within the budget. <Amended on Jan. 5, 2017; Sep. 21, 2017>
(2) Expenses that can be covered by subsidies granted pursuant to paragraph (1) shall be expenses for the establishment of a center, such as a deposit for lease, expenses for its operation, including personnel expenses, management expenses, and expenses for installation of equipment and materials, and working expenses, such as expenses incurred in the performance of other projects. <Amended on Dec. 31, 2019>
(3) Where the Mayor provides subsidies to cover working expenses, etc. pursuant to paragraph (2), he or she may do so differentially according to the outcomes of education and employment and the results of performing other business.
(4) The Local Finance Act and the Seoul Metropolitan Government Ordinance on the Management of Local Subsidies shall apply mutatis mutandis to subsidizing the establishment, operation, etc. <Amended on Jan. 2, 2015; May 14, 2015; Jan. 5, 2017; Sep.

21, 2017>
[Moved from Article 19; previous Article 11 moved to Article 7 <Sep. 21, 2017>]

Article 12 (Application of Relevant Statutes or Regulations)

(1) A women's resources development center shall be deemed a lifelong educational institution prescribed by the Lifelong Education Act and a vocational ability development and training institution prescribed by the Act on the Development of Vocational Skills of Workers.
(2) A women's resources development center shall comply with relevant statutes or regulations, such as the Employment Security Act, when it provides information or counseling regarding employment, arranges employment, or offers any other help.
[Moved from Article 20; previous Article 12 deleted <Sep. 21, 2017>]

Article 12-2 (Name and Functions of Seoul Herstory House)

(1) The name and location of the Seoul Herstory House referred to in subparagraph 6 of Article 4 shall be as specified in attached Table 5-2.
(2) Major functions of the Seoul Herstory House shall be as follows:
1. Discovering, preserving, researching, and sharing materials regarding women's history;
2. Operating a library for women's history;
3. Providing educational, cultural, and exhibition programs;
4. Conducting projects for local residents' participation and community revitalization.
[This Article Newly Inserted on May 20, 2021]

Article 13 (Persons Eligible to Use)

Persons who may use institutions related to women shall be as follows: <Amended on Jan. 9, 2014>
1. A woman living in Seoul Metropolitan City, or non-profit corporation or organization having its main office in the City;
2. A public institution under the Official Information Disclosure Act;
3. Other persons deemed necessary by the Mayor for the development of ability, the promotion of welfare, and gender equality.
[Title Amended on Sep. 21, 2017]
[Moved from Article 5; previous Article 13 deleted <Sep. 21, 2017>]

CHAPTER III PERMISSION TO USE

Article 14 (Permission to Use)

CHAPTER III PERMISSION TO USE(1) A person who intends to use an institution related to women (hereinafter referred to as "user") shall obtain permission therefor from the Mayor. The same shall also apply where he or she intends to change a matter permitted. <Amended on Sep. 21, 2017>
(2) The Mayor shall grant permission for use pursuant to paragraph (1) fully considering the functions of an institution related to women, the purpose of use of a user, other effects on public good, etc., and where the Mayor deems it necessary for attaining the purpose of the establishment of an institution related to women, he or she may attach the conditions of permission. <Amended on Jan. 2, 2015; Sep. 21, 2017>
[Moved from Article 7; previous Article 14 moved to Article 17 <Sep. 21, 2017>]

Article 15 (Revocation or Suspension of Permission to Use)

In any of the following cases, the Mayor may revoke or suspend permission to use an institution related to women, or take necessary measures such as restricting the use of such institution:
1. Where an institution related to women is used for any purpose other than the purpose of use;
2. Where a user breaches any condition of permission for use;
3. Where a user violates related statutes, regulations, Ordinances of the Seoul Government, or regulations for management and operation;
4. Where any noticeable danger occurs to the safety of an institution related to women.
[This Article Newly Inserted on Sep. 21, 2017]
[Previous Article 15 moved to Article 20 <Sep. 21, 2017>]

Article 16 (Restoration to Original State)

(1) A user of an institution related to women shall take necessary measures for restoration of such institution to the original state after he or she has used it. <Amended on Jan. 5, 2017; Sep. 21, 2017>
(2) Where the use of an institution related to women has caused damage to the relevant institution, the Mayor may request a user to take necessary measures, such as compensation for such damage. <Amended on Sep. 21, 2017>
[Moved from Article 9; previous Article 16 deleted <Sep. 21, 2017>]

CHAPTER IV USE OF INSTITUTIONS

Article 17 (Use of Education)

CHAPTER IV USE OF INSTITUTIONS(1) The education courses provided by a women's development center shall be classified into vocational education, education for living and culture, special education, support for starting a business, and education for children's classroom, and the Mayor may establish the conditions for the use of education to facilitate the provision of such education courses.

(2) A person who intends to use an education course pursuant to paragraph (1) shall file an application therefor with the Mayor. In such cases, the Mayor may have any of the following persons use the relevant education course preferentially: <Amended on Sep. 21, 2017>

1. A recipient and a person in the second-lowest income bracket under the National Basic Living Security Act;
2. A person of distinguished service to the State and his or her family under the Act on the Honorable Treatment of and Support for Persons of Distinguished Service to the State;
3. An inmate in a social welfare facility under the Social Welfare Services Act;
4. A low income single-parent family under the Single-Parent Family Support Act;
5. A person with a disability under the Act on Welfare of Persons with Disabilities;
6. A recipient of unemployment benefits under the Employment Insurance Act;
7. A holder of a Dadungi Happy Children Card under the Seoul Metropolitan Government Ordinance on Support for Childbirth and Parenting.

(3) Where persons falling under paragraph (2) 1 through 5 use an education course, the Mayor may assist with necessary expenses, such as expenses incurred in practical training and materials and expenses for teaching materials, within the budget. <Amended on Oct. 8, 2015; Jan. 5, 2017>

[This Article Wholly Amended on May 14, 2014]

[Moved from Article 14; previous Article 17 deleted <Sep. 21, 2017>]

Article 18 (Imposition and Collection of User Fees)

(1) The Mayor shall impose on and collect from persons who use an education course provided by an institution related to women or its incidental facilities (hereinafter referred as "user") user fees according to the following: <Amended on Jul. 16, 2020; Oct. 5, 2020>

1. Women's plaza: The amount prescribed by rule of the Seoul Government within the range prescribed in attached Table 6;
1-2. SPACE SALLIM: The amount prescribed by rule of the Seoul Government within the range prescribed in attached Table 6-2;
2. Women's craft center: The amount prescribed by rule of the Seoul Government within the range prescribed in attached Table 7;
3. Women's development center: The amount prescribed by rule of the Seoul Government within the range prescribed in attached Table 8;
4. Women's resources development center: Direct expenses incurred in taking education courses and using incidental facilities.

(2) The Mayor shall insert user fees, etc. collected pursuant to paragraph (1) in the revenue budget of the relevant institution related to women and use them to meet its target projects and shall not use them for other purposes.

[This Article Newly Inserted on Sep. 21, 2017]

[Previous Article 18 moved to Article 10 <Sep. 21, 2017>]

Article 19 (Reduction of or Exemption from User Fees)

(1) Notwithstanding Article 18 (1) 1, the Mayor may reduce or exempt user fees for a women's plaza in accordance with the following standards: <Amended on Jan. 9, 2014; Jan. 2, 2015; Sep. 21, 2017; Oct. 5, 2020>

1. Where the Seoul Government (excluding an autonomous Gu) uses a women's plaza for the purpose of developing women's ability and promoting women's welfare: 50/100 of user fees for a basic facility and attached equipment shall be reduced;
2. Where a non-profit corporation and non-profit, non-governmental organization engaging in activities for the purpose of enhancing women's rights and interests and promoting women's welfare under Article 51 of the Framework Act on Gender Equality uses a women's plaza: 50/100 of fees for using a basic facility and attached equipment shall be reduced.

(2) Notwithstanding Article 18 (1) 1-2, the Mayor may exempt or reduce user fees for SPACE SALLIM in accordance with the following standards: Provided, That user fees for spaces for business start-up shall be excluded herefrom: <Newly Inserted on Jul. 16, 2020>

1. Where the Seoul Government (excluding an autonomous Gu) uses SPACE SALLIM for the purpose of vitalizing women's business start-up: 50/100 of user fees for a basic facility and attached equipment shall be reduced: Provided, That in cases of training facilities, 20/100 of user fees shall be reduced;
2. Where a female-owned business defined in subparagraph 1 of Article 2 of the Seoul Metropolitan Government Ordinance on Support for Female-Owned Businesses uses facilities: 50/100 of user fees for a basic facility and attached equipment shall be reduced: Provided, That in cases of training facilities, 20/100 of user fees shall be reduced;
3. Where a non-profit corporation or non-profit, non-governmental organization engaging in activities for the purpose of enhancing

the rights and interests of women and promoting their welfare under Article 51 of the Framework Act on Gender Equality uses training facilities: 20/100 of user fees shall be reduced.
(3) Notwithstanding Article 18 (1) 3, the Mayor may exempt or reduce user fees for a women's development center in accordance with the subparagraphs of paragraph (1) and the following standards: <Amended on May 14, 2014; Jan. 2, 2015; Oct. 8, 2015; Sep. 21, 2017; May 2, 2019; Jul. 16, 2020>
1. Where a person falling under any of the subparagraphs of Article 17 (2) uses a vocational training course and uses a nursing room: The relevant user fee shall be exempted respectively: Provided, That 50/100 of the relevant user fee shall be reduced respectively for a person in the second-lowest income bracket under Article 17 (2) 1 of the National Basic Living Security Act; and 20/100 of the relevant user fee shall be reduced respectively for a Dadungi Happy Children Card holder under the Seoul Metropolitan Government Ordinance on Support for Childbirth and Parenting;
2. Other cases deemed necessary by the Mayor in overall consideration of the rate of use, operating hours, and the characteristics of the education courses: 20/100 of the user fee for the relevant education course shall be reduced;
3. Where a person pays user fees of a women's development center through the simple payment system for micro enterprises (referring to a payment system operated by an institution designated by the Minister of SMEs and Startups in order to reduce the payment fees of micro enterprises): The relevant fees may be reduced by up to 10/100, as determined by the Mayor: Provided, That the same shall not apply where user fees are reduced pursuant to subparagraph 1 or 2.
[Title Amended on Sep. 21, 2017]
[Moved from Article 22; previous Article 19 moved to Article 11 <Sep. 21, 2017>]

Article 20 (Restrictions on Use against Users)

In any of the following cases, the Mayor may take necessary measures, such as suspension of or restriction on the use of education courses provided by an institution related to women: <Amended on Jan. 2, 2015; Sep. 21, 2017>
1. Where a user breaches any condition of permission of use;
2. Where a user violates relevant statutes, regulations, Ordinances of the Seoul Government, or regulations for management and operation;
3. Where any noticeable danger occurs to the safety of an institution related to women.
[This Article Wholly Amended on May 14, 2014]
[Title Amended on Sep. 21, 2017]
[Moved from Article 15; previous Article 20 moved to Article 12 <Sep. 21, 2017>]

Article 21 (Refund of User Fees)

Where a user is unable to use an institution related to women for a compelling reason for which he or she is not responsible, the Mayor may fully or partially refund a user fee as prescribed by rule of the Seoul Government. <Amended on Sep. 21, 2017>
[Title Amended on Sep. 21, 2017]
[Moved from Article 23; previous Article 21 deleted <Sep. 21, 2017>]

CHAPTER V SUPPLEMENTARY PROVISIONS

Article 22 (Entrusted Education)

CHAPTER V SUPPLEMENTARY PROVISIONSWhere the Mayor is entrusted with conducting of education by an administrative agency and private institution for vocational training, the promotion of starting a business and the development of women's ability, he or she may conduct the relevant education in an institution related to women. In such cases, an entrusting agency shall pay user fees for the entrusted education.
[Moved from Article 24; previous Article 22 moved to Article 19 <Sep. 21, 2017>]

Article 23 (Formation of Organization)

(1) An institution related to women may have the head of an institution and employees necessary for the operation thereof by the relevant institution.
(2) Necessary matters concerning qualification standards and duties of the head of an institution and its employees pursuant to paragraph (1) shall be prescribed by rule of the Seoul Government.
[Moved from Article 25; previous Article 23 moved to Article 21 <Sep. 21, 2017>]

Article 24 (Operating Committee)

(1) For the efficient operation of institutions related to women, each institution related to women shall establish an operating committee.
(2) An operating committee shall be comprised of not less than five members but not more than 10 members including the chairperson, and the representative of a non-profit corporation or an organization that is the main body of business shall be the chairperson, who shall select and appoint the members.

(3) Where necessary, the chairperson may delegate part of his or her authority to the head of an institution.
(4) Other necessary matters concerning the formation, organization and operation of an operating committee shall be prescribed by rule of the Seoul Government.
[Moved from Article 26; previous Article 24 moved to Article 22 <Sep. 21, 2017>]

Article 25 (Entrustment of Management and Operation)

The Mayor may entrust affairs concerning the management and operation of an institution related to women falling under subparagraphs 1 through 7 and subparagraph 1-2 of Article 4 to a juridical person or an organization. <Amended on Sep. 21, 2017; Jul. 16, 2020; May 20, 2021>
[Moved from Article 27; previous Article 25 moved to Article 23 <Sep. 21, 2017>]

Article 26 (Enactment of Regulations for Management and Operation)

(1) A person who is assigned or delegated with affairs concerning the management and operation of an institution related to women pursuant to Articles 10 and 25 shall enact and enforce the regulations for management and operation necessary for the management and operation of the relevant institution through a resolution of its operating committee established pursuant to Article 24. <Amended on Sep. 21, 2017>
(2) The Mayor shall approve the regulations for management and operation prescribed in paragraph (1) and the same shall also apply to any change to be made in the approved regulations.
[Moved from Article 28; previous Article 26 moved to Article 24 <Sep. 21, 2017>]

Article 27 (Guidance and Supervision)

(1) Where necessary, the Mayor may offer guidance and exercise supervision regarding the overall operation of an institution related to women.
(2) Where the Mayor finds illegality, any unjust matter, poor operation, etc. in connection with the establishment and operation of an institution related to women, he or she may take measures, such as warning, corrective orders, or the cancellation of a decision of granting a subsidy. <Amended on Jan. 2, 2015; Sep. 21, 2017>
[Moved from Article 29; previous Article 27 moved to Article 25 <Sep. 21, 2017>]

Article 28 (Enforcement Rule)

Except as provided in this Ordinance, necessary matters concerning the enforcement of this Ordinance shall be prescribed by rule of the Seoul Government. <Amended on Sep. 21, 2017>
[Moved from Article 30; previous Article 28 moved to Article 26 <Sep. 21, 2017>]

Article 29 (Guidance and Supervision)

(1) The Mayor may, where necessary, guide and supervise the overall operation of an institution related to women.
(2) Where the Mayor finds illegality, any unjust matter, poor operation, etc. in connection with the establishment and operation of an institution related to women, he/she may take measures, such as warning, corrective orders, the cancellation of a decision of grant of a subsidy, etc. <Amended by Ordinance No. 5794, Jan. 2, 2014>

Article 30 (Enforcement Rules)

Necessary matters concerning the enforcement of this Ordinance shall be prescribed by Rule.