ENFORCEMENT RULES OF THE SEOUL METROPOLITAN GOVERNMENT FRAMEWORK ORDINANCE ON DISASTER AND SAFETY MANAGEMENT

Partial Amendment No. 4721, Jul. 28, 2025

CHAPTER I GENERAL PROVISIONS

Article 1 (Purpose)

CHAPTER I GENERAL PROVISIONSThe purpose of these Rules is to prescribe the matters delegated by the Seoul Metropolitan Government Framework Ordinance on Disaster and Safety Management and the matters necessary for their implementation. <Amended on Aug. 1, 2019, Jul. 28, 2025>

Article 2 Deleted <Dec. 29, 2023>

CHAPTER II SEOUL METROPOLITAN CITY’S HEADQUARTERS FOR DISASTER AND SAFETY COUNTERMEASURES

Article 3 (Proxy Performance)

CHAPTER II SEOUL METROPOLITAN CITY’S HEADQUARTERS FOR DISASTER AND SAFETY COUNTERMEASURES(2) Where the Deputy Director performs the Administrator’s duties by proxy under paragraph (1) and the competent disaster resolution departments in a complicated disaster are overseen by different Vice-Mayors, the Vice-Mayor I for Administrative Affairs shall perform the Administrator’s duties by proxy.

Article 4 (Composition of Working Group)

(2) The organization and duties of the Working Group under paragraph (1) shall be as presented in Annex 1, and may be adjusted according to the characteristics of the type of disaster. <Amended on Jul. 28, 2025>

Article 5 (Designation of Competent Disaster Resolution Departments)

(2) Notwithstanding paragraph (1), the Administrator may designate a different competent disaster resolution department where, due to the nature of the disaster, there are two or more competent departments or it is is unclear which department is competent.

Article 6 (Discretionary Affairs)

Article 7 (Period of Countermeasure Headquarters Operation)

1. The following periods with a high probability of occurrence of a disaster (meaning natural disasters):
(a) Summertime: May 15 to October 15 of a given year;
(b) Wintertime: November 15 of a given year to March 15 of the following year.
2. The period during which a disaster under subparagraph 1 of Article 2 occurs and is being resolved.
(2) Notwithstanding paragraph (1), the Countermeasure Headquarters may be operated if deemed necessary by the Administrator in order to manage a disaster situation, etc.

Article 8 (Composition of Countermeasure Headquarters Meeting)

(2) Meetings of the Countermeasure Headquarters shall be attended by persons whose presence is deemed necessary by the Chairperson, including the Controller and the Officer in Charge of the Countermeasure Headquarters.
(3) The Chairperson shall supervise meetings of the Countermeasure Headquarters; if, however, the Chairperson is unable to perform such duties due to an unavoidable cause, the Vice-Chairperson shall perform the Chairperson's duties by proxy.
(4) There shall be a secretary to handle the matters related to meetings of the Countermeasure Headquarters; and a public official of at least "chief" level who is in charge of responding to a disaster that has occurred shall serve as the secretary.
(5) Meetings of the Countermeasure Headquarters shall be opened by the attendance of the majority of the members on the register, and resolutions shall be passed by the affirmative vote of the majority of the attending members.

Article 9 (Convocation and Operation of a Countermeasure Headquarters Meeting)

(2) The Chairperson, upon convening a meeting of the Countermeasure Headquarters, shall notify each member of the meeting's date and time, venue, agenda for deliberation, etc. no later than three days before the date of the meeting: Provided, however, that the same shall not apply in an urgent situation.
(3) The Chairperson may compel members who are relevant to a meeting's agenda to attend the meeting.
(4) Where necessary, the Chairperson may compel public officials with expertise, such as officers in charge of affairs at related disaster management agencies, to attend and speak at meetings of the Countermeasure Headquarters, and may have external experts attend in order to dispense necessary advice.
(5) Matters necessary for the operation of a meeting of the Countermeasure Headquarters, other than the matters prescribed in paragraphs (1) to (4), shall be separately determined by the Chairperson.

Article 10 (Deliberations of a Countermeasure Headquarters Meeting)

1. Matters concerning internal recovery plans;
2. Matters concerning disaster prevention countermeasures;
3. Matters concerning disaster emergency countermeasures;
4. Matters concerning support for relief from damages caused by disasters;
5. Other matters deemed necessary by the Chairperson.

Article 11 (Composition and Operation of Working-Level Meetings)

1. Working-level meetings may be composed and operated at the Countermeasure Headquarters to consult on working-level matters such as advance examination of the agenda of meetings of the Countermeasure Headquarters, consolidated support countermeasures, and the operation of Working Groups.
2. Working-level meetings shall be attended by the Controller of the Countermeasure Headquarters and “chief” level employees of the disaster management agency under Article 3 of the Enforcement Decree of the Framework Act on Disaster and Safety Management.
3. The Controller of the Countermeasure Headquarters may convene working-level meetings, and may compel persons otherwise necessary for the meetings, such as experts in the relevant disaster fields and local officials, to attend.

Article 12 (Composition and Operation of Situation Estimate Meetings)

1. Whether to operate a regional Countermeasure Headquarters at the emergency stage;
2. Organization of Working Groups and the scope of personnel dispatch by related agencies;
3. Analysis of a disaster situation, including its severity, speed of progress, duration, impact, and possibility of spreading, and the countermeasures to be taken at each stage of a disaster;
4. Matters concerning cooperation with related agencies;
5. Other matters necessary to ensure a rapid and efficient response to a disaster situation.

(2) A situation estimate meeting under paragraph (1) may be convened directly by the Administrator, or by the Deputy Director, Controller, or Officer in Charge of the Countermeasure Headquarters according to the nature or type of disaster situation.
(3) A situation estimate meeting shall be attended by the following persons, and external experts may be compelled to attend as necessary to dispense essential advice:
1. The Controller of the Countermeasure Headquarters;
2. The Officer in Charge of the Countermeasure Headquarters and the heads of the Working Groups;
3. Officials of agencies or organizations (including private organizations) related to the disaster and relevant to the matters in hand;
4. Other persons deemed necessary by the Administrator.

Article 13 (Request to Dispatch Staff from Related Agencies, Etc.)

(2) Depending on the type of disaster situation, the Administrator may call in only some of the staff who are eligible for dispatch, while requiring the rest of the staff to remain on emergency stand-by at the related disaster management agency.

Article 14 (Advanced Training of Dispatched Staff, Etc.)

Article 15 (Composition of Field Situation Management Officers)

(2) Field situation management officers shall perform the following duties and respond promptly to the Administrator: <Amended on Jun. 8, 2023>
1. Identify the current state of the damages at the scene of a disaster, spread of the damage, progress of the damage, etc.;
2. Identify the rate of progress, etc. of rescue efforts and medical emergency and emergency measures;

3. Identify the state of establishment of a consolidated support headquarters under Article 21 (2) of the Ordinance;
4. Identify the status of evacuations of local residents and progress of response by the regional Countermeasure Headquarters;
5. Other matters requiring support at the level of Seoul Metropolitan City etc. (hereinafter referred to as the “City”).

Article 16 (Establishing Systems of Cooperation with Disaster Management Agencies at Various Levels and Organizations)

(2) To establish systems of organic cooperation under Article 23 of the Ordinance, the Administrator may conduct joint exercises with the participation of the Countermeasure Headquarters and disaster management agencies at various levels.
(3) Under paragraph (2), the Administrator may conduct exercises such as map exercises, digital systems exercises, and real exercises depending on the situation; and the matters necessary for the conduct of such exercises shall be determined by the Administrator.

Article 17 (Notification of Disaster Situations, Etc.)

Article 18 (Request to Issue Crisis Alerts)

(2) To ensure the swift issuance of crisis alerts, the Administrator shall notify the Minister of the Interior and Safety and the head of the disaster management supervision agency under subparagraph 5-2 of Article 3 of the Act immediately upon receiving information about a disaster-related risk.

Article 19 (Public Communications on Disaster Resolution)

1. The Central Disaster and Safety Countermeasure Headquarters under Article 14 of the Act;
2. The Central Disaster Resolution Headquarters (hereinafter referred to as the “Resolution Headquarters”) under Article 15-2 (1) and (6) of the Act, and regional disaster resolution headquarters;
3. Autonomous Gu Countermeasure Headquarters and consolidated support headquarters under Article 16 of the Act;
4. The central emergency rescue control group under Article 49 of the Act;
5. Local emergency rescue control groups under Article 50 of the Act;
6. Local rescue headquarters, regional rescue headquarters, and central rescue headquarters under Article 5 of the Act on Search and Rescue in Waters.

CHAPTER III SUPPORT IN DISASTER

Article 20 (Eligibility for Support)

CHAPTER III SUPPORT IN DISASTERUnder the latter part of Article 66 (4) of the Act and where a social accident (referring only to cases where a Countermeasure Headquarters is formed and operated under Article 13 of the Ordinance) falls under any of the following, the Administrator may decide to provide support under Article 24 (1) of the Ordinance after deliberation at a meeting of

the Countermeasure Headquarters:<Amended on Jun. 8, 2023>
1. Where it is found that the accident requires City-level support because the Autonomous Gu's administrative and financial capabilities, etc. cannot feasibly support the victims of the accident and resolve damages in the field, and the head of the autonomous Gu requests support;
2. Where it is found that emergency measures, such as support to secure a stable livelihood for the victims of an accident, are necessary because of delays in investigations into the cause of or liability for an accident, or because the entity at fault does not have the financial means to compensate the victims for damages, etc., and the head of the autonomous Gu requests support.

Article 21 (Support Criteria, Etc.)

(1) The Administrator may provide support to secure a stable livelihood for residents who are victims of a disaster, support necessary for the cost of recovering affected regions, support for medical, quarantine, pest control, waste removal, etc. under the Support Amount Assessment Criteria in Annex 1 of the Ordinance: Provided, however, that where identical support is received under another law or ordinance, or where insurance payments, etc. are made by the entity to which the damages resulting from the social accident are attributable (hereinafter referred to as the "entity at fault"), the amount corresponding to such compensation, support, or insurance payment, etc. shall not be paid.<Amended on Jul. 28, 2025>
(2) Where a decision is made at meeting of the Countermeasure Headquarters to provide support under Article 66 (3) 9 of the Act, the Administrator may subsidize funeral costs, treatment costs, etc. of residents who are victims of a disaster.
(3) Specific support criteria under Annex 1 of the Ordinance and the specific amounts of support under paragraph (2) shall be finalized by a deliberation of the Countermeasure Headquarters. <Amended on Jul. 28, 2025>
[This Article Wholly Amended on Aug. 1, 2019]

Article 21-2 (Reimbursement of Subsidy Amounts, Etc.)

An autonomous Gu may file a claim against the entity at fault for all or a part of the costs, such as the amount of the subsidies borne for the support under Article 21 (1) and (2).
[This Article Added on Aug. 1, 2019]

Article 21-3 (Liability from Reimbursement)

If the amount claimed by an autonomous Gu under Article 21-2 is judged to be excessive, the entity at fault may assert an alternative amount at ordinary levels or higher in defense against the claim filed by autonomous Gu (district office), and may make a claim for a refund of the excess amount if the amount originally claimed by the Gu has already been paid.
[This Article Added on Aug. 1, 2019]

Article 22 (Support Implementation)

(1) "Support for disaster victims" under Article 25 (1) of the Ordinance (hereinafter referred to as "livelihood security support") shall be provided after the victim(s) of a disaster has filed a damage report.
(2) Disaster victims who seek to receive support under Article 21 shall fill in the damage report in attached Form 1 and report the damage to the head of the autonomous Gu with jurisdiction within 10 days of the Administrator's decision to offer support under Article 20. <Amended on Aug. 1, 2019>
(3) Notwithstanding paragraph (2), where a disaster victim is unable to submit a report within the reporting period under paragraph (2) due to any of the following causes, the victim shall submit the report under paragraph (1) within 10 days of the termination of such cause: <Amended on Aug. 1, 2019>
1. Where the victim is unable to fully identify the state of damages due to long-term travel, hospitalization, etc.;
2. Where the head of the autonomous Gu with jurisdiction otherwise recognizes a justified cause that prevents the victim from making a report.
(4) Where the head of the autonomous Gu may extend the reporting period under paragraph (2) if found necessary after considering the characteristics and scale of the disaster or the state of transportation, communications, etc. in the disaster-stricken area.

(5) Notwithstanding paragraph (1), if a disaster victim is unable to personally make a report for a cause such as death, disappearance, injury, or advanced age, the head of the autonomous Gu concerned may require the victim's family or the heads of the Tong, Ban, etc. where the victim resides to confirm and report the facts of the damage, or may directly investigate the damage.
(6) The head of the autonomous Gu concerned shall implement livelihood security support, etc., if the facts of the damages are confirmed based on the substance of reports made under paragraphs (1) to (5), or if the facts of the damages are directly investigated and confirmed under paragraph (5) and damages are identified.
[Title Amended on Aug. 1, 2019]

Article 23 (Provision of Information for Indirect Support)

The head of an autonomous Gu, upon confirming the fact of damages under Article 22 (6) and finding such damages to be supported by the facts, may supply the information necessary to provide indirect support as prescribed in Article 3 (1) 2 of the Regulations on Criteria for Relief from Social Accidents and Sharing of Recovery Costs, Etc. to the following institutions with the data subject's consent:<Amended on Jul. 28, 2025>

1. Central administrative agencies;
2. The Korea SMEs and Startups Agency under the Small and Medium Enterprises Promotion Act;
3. The Korea Technology Finance Corporation under the Korea Technology Finance Corporation Act;
4. The Korea Credit Guarantee Fund under the Korea Credit Guarantee Fund Act;
5. A regional Credit Guarantee Foundation under the Regional Credit Guarantee Foundation Act;
6. An agricultural cooperative or livestock cooperative under the Agricultural Cooperatives Act; a fisheries cooperative under the Fisheries Cooperatives Act; a forestry cooperative under the Forestry Cooperatives Act;
7. The National Pension Service under the National Pension Act;
8. Other institutions deemed necessary for indirect support.

Article 24 (Payment Method)

In principle, support under this Rule shall be deposited into a financial institution or Postal Service Agency account held in the name of the aid recipient: Provided, however, that the payment may be made by other means depending on the aid recipient's wishes if the amount cannot be deposited in a bank account due to the aid recipient's poor credit or other similar cause.

Article 25 (Notice to Repay Subsidies, Etc.)

(1) The Seoul Metropolitan City Mayor (hereinafter referred to as the "Mayor") or the head of an autonomous Gu shall designate a period and give notice to a person who is subsidized under this Rule and falls under any of the following, to repay all or a part of the money and valuables subsidized:<Amended on Jun. 8, 2023>

1. Where a person is found to have obtained support by fraudulent, deceitful, or other improper means;
2. Where the reason for the payment is retroactively extinguished after support has been obtained;
3. Where any subsidy is otherwise wrongly paid.

(2) A person who receives a notice of repayment under paragraph (1) shall return the money and valuables without delay; if the person fails to repay such money etc. by the designated date, the repayment may be collected using a measure similar to the collection of local tax arrears.

Article 26 (Securing Funds)

The Mayor or the head of an autonomous Gu, upon deciding to offer support under Article 20 after deliberation at a meeting of the Countermeasure Headquarters, shall without delay utilize reserve funds, etc., or secure the necessary budget.<Amended on Jun. 8, 2023>

Article 27 (Other Major Matters)

Matters necessary in relation to relief for social accidents, the support and return of funds or supplies, criteria for sharing the costs of relief, etc. other than those determined in these Rules, shall be determined by the Administrator after deliberation at a meeting of the Countermeasure Headquarters.

Article 28 (Support for Vulnerable Groups)

(1) Under Article 57 (1) of the Ordinance, the Mayor may distribute relief necessary for everyday life or health to groups whose health or safety is vulnerable in the event of a disaster: Provided, however, that in distributing relief the Mayor shall make gender-based considerations.

(2) The Disaster Management Fund may be used to fund the distribution of relief necessary for everyday life or health to groups whose health or safety is vulnerable under paragraph (1).

CHAPTER IV Deleted <Jun. 8, 2023>

Article 29 Deleted<Jun. 8, 2023>

CHAPTER IV Deleted <Jun. 8, 2023>

Article 30 Deleted<Jun. 8, 2023>

Article 31 Deleted<Jun. 8, 2023>

Addendum <No. 4203, Jan. 18, 2018>

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

Addendum <No. 4295, Aug. 1, 2019>

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

Addendum <No. 4568, Jun. 8, 2023>

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

Addenda (Enforcement Rule of Seoul Metropolitan Government Ordinance on the Establishment of Administrative Bodies) <No. 4576, Jul. 17, 2023>

Article 1 (Enforcement Date) This Rule shall enter into force on July 17, 2023.

Article 2 (Amendment of Other Rules) (1) Omitted.

(2) Parts of the Enforcement Rule of the Seoul Metropolitan Government Framework Ordinance on the Management of Disasters and Safety shall be amended as follows:

In the Competent Disaster Resolution Office or Bureau column of the Competent Disaster Resolution Offices and Bureaus Table in Annex 2, “Hangang Projects Headquarters” shall be amended to “Future Hangang Headquarters”; "Aquatic Management Division, Aquatic Management Part" to “Aquatic Management Division, Hangang Recreational Project Part”; and “International Cooperation Division” to “International Exchange Division”.

(3) Omitted.

Addendum <No. 4585, Aug. 10, 2023>

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

Addenda (Enforcement Rule of the Seoul Metropolitan Government Ordinance on the Establishment of Administrative Bodies) <No. 4604, Dec. 29, 2023>

Article 1 (Enforcement Date) This Rule shall enter into force on January 1, 2024.

Article 2 (Amendment of Other Rules) (1) to (19) omitted.

(20) Parts of the Enforcement Rule of the Seoul Metropolitan Government Framework Ordinance on the Management of Disasters and Safety shall be amended as follows:

In the Related Office or Bureau column of the Working Groups in the Countermeasure Headquarters Table in Annex 1 and the Competent Disaster Resolution Office or Bureau column of the Competent Disaster Resolution Offices and Bureaus Table in Annex 2, "Water Supply Project Headquarters" shall be amended to "Seoul Arisu Headquarters".

Of the symbols (-) of the Office or Bureau Related to the Medical and Quarantine Group in Annex 1, "Smart Health Division, Covid 19 Response Support Division" shall be amended to "Smart Health Division".

(21) Omitted.

Addendum (En Bloc Amendment Rule for the Overhaul, Etc. of Japanese-Style Expressions and Adoption of the International Age System in Seoul Metropolitan Government Rules) <No. 4606, Dec. 29, 2023>

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

Addendum <No. 4617, Jan. 18, 2024>

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

Addendum (Enforcement Rule of the Seoul Metropolitan Government Ordinance on the Establishment of Administrative Bodies) <No. 4641, Jun. 28, 2024>

Article 1 (Enforcement Date) This Rule shall enter into force on July 1, 2024.

Article 2 (Amendment of Other Rules) (1) to (4) omitted.

(5) Parts of the Enforcement Rule of the Seoul Metropolitan Government Framework Ordinance on the Management of Disasters and Safety shall be amended as follows:

In Annex 1, "Disaster and Safety Management Chief" shall be amended to "Disaster and Safety Chief"; "Disaster and Safety Management Office" to "Disaster and Safety Office"; "Safe Care and Welfare Department" to "Care and Welfare Department"; "Micro Enterprise Officer in Charge" to "Micro Enterprise Policy Division"; "Commercial Vitalization Officer in Charge" to "Commercial Vitalization Division"; "Information and Communication Security Officer in Charge" to "Information and Communication Chief"; "Digital Policy Officer in Charge" to "Digital Policy Chief"; "Architecture Innovation Division" to "Architecture Innovation Officer in Charge"; and "Parks & Recreation Project Division" to "Garden City Policy Division".

In Annex 2, Serial No. 37 in the Competent Resolution Office or Bureau column "Economic Policy Division" and "Strategic Industrial Base Division" shall be amended to "Economy Office" and "Industrial Location Division"; No. 39 "Economic Policy Division" and "International Cooperation Division" shall be amended to "Global City Policy Officer" and "City Diplomacy Officer in Charge"; "Labor Fairness Joint Growth Policy Officer" to "Livelihood and Labor Bureau"; "Digital Policy Officer" to "Digital City Bureau"; "Disaster and Safety Management Office" to "Disaster and Safety Office"; "Green City Recreation Bureau" to "Garden City Bureau"; "Urban Traffic Office" to "Traffic Office"; and "Water Supply Project Headquarters" to "Arisu Headquarters"; No. 20 Competent Resolution Office or Bureau column "Housing Policy Division" shall be amended to "Architecture Technology Policy Officer"; No. 58 Competent Resolution Office or Bureau column "Housing Policy Division" to "Housing Office"; "Fair Economy Officer in Charge" to "Fair Economy Division"; "Agriculture Distribution Officer in Charge" to "Agriculture Distribution Division"; “Information and

Communication Security Chief" to "Information Communication Division"; and "Public Medicine Implementation Group" to "Public Medicine Division".

(6) to (27) omitted

Addendum <No. 4655, Aug. 5, 2024>

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

Addenda (Enforcement Rule of the Seoul Metropolitan Government Ordinance on the Establishment of Administrative Bodies) <No. 4706, Jul. 1, 2025>

Article 1 (Enforcement Date) This Rule shall enter into force on July 1, 2025.

Article 2 Omitted.

Article 3 (Amendment of Other Rules) (1) to (8) omitted.

(9) Parts of the Enforcement Rule of the Seoul Metropolitan Government Framework Ordinance on the Management of Disasters and Safety shall be amended as follows:

In the competent offices or bureaus column of the Competent Disaster Resolution Offices and Bureaus Table in Annex 2, “Hangang Recreational Project Part” shall be amended to “Hangang Aquatic Safety Part”.

Addendum <No. 4721, Jul. 28, 2025>

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