



On approval of the Rules for organization and holding of international events at intergovernmental and interdepartmental levels, meetings of joint intergovernmental commissions (committees, councils) and their sub-commissions (sub-committees, working groups) on cooperation with foreign countries, as well as the implementation of agreements at the intergovernmental and interdepartmental levels

Unofficial translation

Resolution № 1190 of the Government of the Republic of Kazakhstan dated November 11, 2010.

Unofficial translation

According to paragraph 3 of the Decree of the President of the Republic of Kazakhstan dated August 12, 2010 No. 1037 "On preparation of information on the implementation of international treaties of the Republic of Kazakhstan and its submission to the President of the Republic of Kazakhstan, as well as the coordination of draft decisions of international organizations to which the Republic of Kazakhstan shall be a party, and their implementation, interaction with the special procedures of the United Nations Human Rights Council and human rights treaty bodies, preparation of international events of the Republic of Kazakhstan with the participation of the President of the Republic of Kazakhstan, implementation of the agreements reached, interaction with international judicial bodies and coordination of international activities of state bodies of the Republic of Kazakhstan" the Government of the Republic of Kazakhstan hereby **RESOLVED**:

Footnote. The preamble as amended by the resolution of the Government of the Republic of Kazakhstan dated 17.03.2023 No. 236 (shall be enforced upon expiry of ten calendar days after its first official publication).

1. To approve the attached Rules for organization and holding of international events at intergovernmental and interdepartmental levels, meetings of joint intergovernmental commissions (committees, councils) and their sub-commissions (sub-committees, working groups) on cooperation with foreign countries, as well as the implementation of agreements at the intergovernmental and interdepartmental levels.

2. This resolution shall be enforced after the date of its signing.

Prime Minister of the Republic of Kazakhstan

K. Massimov

Approved
by resolution № 1190 of the
Government of the Republic
of Kazakhstan
dated November 11, 2010

Rules for organization and holding of international events at intergovernmental and interdepartmental levels, meetings of joint intergovernmental commissions (committees, councils) and their sub-commissions (sub-committees, working groups) on cooperation with foreign countries, as well as the implementation of agreements at the intergovernmental and interdepartmental levels

1. General provisions

1. These Rules shall define the procedure for the organization and holding of international events at the intergovernmental and interdepartmental levels, meetings of joint intergovernmental commissions (committees, councils) and their sub-commissions (sub-committees, working groups) on cooperation with foreign countries, as well as the implementation of agreements at the intergovernmental and interdepartmental levels.

2. These Rules have been developed in accordance with the Decree of the President of the Republic of Kazakhstan dated August 12, 2010 № 1037 "On preparation of information on the implementation of international treaties of the Republic of Kazakhstan and its submission to the President of the Republic of Kazakhstan, as well as the coordination of draft decisions of international organizations to which the Republic of Kazakhstan shall be a party, and their implementation, interaction with the special procedures of the United Nations Human Rights Council and human rights treaty bodies, preparation of international events of the Republic of Kazakhstan with the participation of the President of the Republic of Kazakhstan, implementation of the agreements reached, interaction with international judicial bodies and coordination of international activities of state bodies of the Republic of Kazakhstan".

Footnote. Paragraph 2 as amended by the resolution of the Government of the Republic of Kazakhstan dated 17.03.2023 No. 236 (shall be enforced upon expiry of ten calendar days after its first official publication).

3. The national security bodies of the Republic of Kazakhstan shall apply these Rules in accordance with the national security legislation of the Republic of Kazakhstan.

2. Procedure of organization and conduct of international events of the Republic of Kazakhstan at intergovernmental and interdepartmental levels

4. International events of the Republic of Kazakhstan at intergovernmental and interdepartmental levels (hereinafter referred to as the events) shall be held:

1) at the intergovernmental level - with the participation of the Prime Minister of the Republic of Kazakhstan, his deputies and other members of the Government of the Republic of Kazakhstan, government delegations of the Republic of Kazakhstan;

2) at the interdepartmental level - with the participation of heads and other officials of central state bodies of the Republic of Kazakhstan (hereinafter referred to as the central state bodies).

5. The organization and holding of the event shall include:

- 1) to agree on the dates of the event with the foreign party;
- 2) elaboration of the content of events;
- 3) holding events;
- 4) fixing the agreements reached during the event with the foreign party.

6. Procedural rules for the conduct of events shall be determined by the State Protocol of the Republic of Kazakhstan, approved by the Decree of the President of the Republic of Kazakhstan dated October 12, 2006 № 201 .

2.1. Organization and conduct of international events of the Republic of Kazakhstan at intergovernmental level

7. The organization and conduct of events with the participation of the Prime Minister of the Republic of Kazakhstan and his deputies, including the elaboration of the substantive part of the events, shall be carried out by the Ministry of Foreign Affairs of the Republic of Kazakhstan, unless otherwise provided by the order of the Prime Minister of the Republic of Kazakhstan, Deputy Prime Ministers or the Head of the Office of the Government of the Republic of Kazakhstan.

Footnote. Paragraph 7 as amended by the resolution of the Government of the Republic of Kazakhstan dated 17.03.2023 No. 236 (shall be enforced upon expiry of ten calendar days after its first official publication).

8. In case of holding events with the participation of the Prime Minister of the Republic of Kazakhstan and his deputies abroad, the Ministry of Foreign Affairs of the Republic of Kazakhstan (hereinafter referred to as MFA) contributes to the Office of the Government of the Republic of Kazakhstan (hereinafter referred to as Office of the Government) draft composition of the delegation of the Republic of Kazakhstan, agreed with the state bodies concerned, taking into account the time required for issuing exit documents and a foreign visa in accordance with the visa requirements of foreign diplomatic missions and consular offices, but not later than fifteen working days before the planned date of departure.

Footnote. Paragraph 8 as amended by the resolution of the Government of the Republic of Kazakhstan dated 17.03.2023 No. 236 (shall be enforced upon expiry of ten calendar days after its first official publication).

9. The MFA, taking into account the program of the planned event, involves in the elaboration of the content of the events with the participation of the Prime Minister of the Republic of Kazakhstan and his deputies, central state bodies and organizations concerned.

10. The MFA, at least ten working days before the event with the participation of the Prime Minister of the Republic of Kazakhstan and his deputies, shall submit to the Office of the Government a package of information and analytical materials, including:

- 1) the draft of the program;
- 2) the draft composition of the delegation;
- 3) the certificate about the country;

- 4) biographies of the leader of the country;
- 5) the certificate on the internal political and socio-economic situation of the country;
- 6) the certificate on the foreign policy of the country;
- 7) the certificate on bilateral relations (cooperation within the framework of international organizations);
- 8) certificate on the legal framework (the list of concluded international treaties);
- 9) the draft theses of heads of intergovernmental delegations, the Prime Minister of the Republic of Kazakhstan or his deputies;
- 10) the certificate on the work of the joint bilateral commission (when carrying out bilateral activities);
- 11) information on issues that may be raised by a foreign party in the course of the event, outlining Kazakhstan's position on them;
- 12) the list of documents to be signed (information on the condition of documents at the moment, annotation of documents);
- 13) in case of visits of the Prime Minister of the Republic of Kazakhstan to foreign countries - draft letters of gratitude to the heads of the country of visit (if necessary);
- 14) draft planned speeches;
- 15) analysis of implementation of agreements reached;
- 16) information about the objects of the visit.

Footnote. Paragraph 10 as amended by the resolution of the Government of the Republic of Kazakhstan dated 17.03.2023 No. 236 (shall be enforced upon expiry of ten calendar days after its first official publication).

11. The MFA shall be responsible for coordinating the work of the central state bodies to develop the content of the events with the participation of the Prime Minister of the Republic of Kazakhstan and his deputies.

12. The MFA at least fifty working days before the event with the participation of the Prime Minister of the Republic of Kazakhstan and his deputies shall send a request to the central state bodies and organizations for the provision of available information, analytical and other materials, as well as proposals for the forthcoming events.

13. Central state bodies and organizations within fifteen calendar days from the date of receipt of the request or at other dates determined by the Office of the Government shall ensure preparation and submission to the MFA of the necessary information and proposals for the forthcoming events.

Footnote. Paragraph 13 as amended by the resolution of the Government of the Republic of Kazakhstan dated 17.03.2023 No. 236 (shall be enforced upon expiry of ten calendar days after its first official publication).

14. The MFA shall review the submitted information and analytical materials within seven working days and, following the results of the consideration, shall agree on the

submitted materials or, if there are comments, sends them to the central state body for revision.

15. Central state bodies in no more than three working days shall finalize the package of information and analytical materials and shall send it for re-approval to the MFA.

16. The MFA shall consider the revised information and analytical materials and shall submit them to the Office of the Government.

Footnote. Paragraph 16 as amended by the resolution of the Government of the Republic of Kazakhstan dated 17.03.2023 No. 236 (shall be enforced upon expiry of ten calendar days after its first official publication).

17. If the date of the event with the participation of the Prime Minister of the Republic of Kazakhstan and his deputies is determined less than ten working days before the event with the participation of the Prime Minister of the Republic of Kazakhstan and his deputies, the elaboration of the content of the events shall be provided within the time limits determined by the Prime Minister of the Republic of Kazakhstan, his deputies or the Head of the Office of the Government.

Footnote. Paragraph 17 as amended by the resolution of the Government of the Republic of Kazakhstan dated 17.03.2023 No. 236 (shall be enforced upon expiry of ten calendar days after its first official publication).

18. The MFA shall record the agreements reached during the negotiations (meetings) of the Prime Minister of the Republic of Kazakhstan, his deputies with foreign parties, and within seven working days from the date of their holding shall send to the Office of the Government information on the agreements reached (recording of the conversation), as well as on other issues discussed during these events.

Footnote. Paragraph 18 as amended by the resolution of the Government of the Republic of Kazakhstan dated 17.03.2023 No. 236 (shall be enforced upon expiry of ten calendar days after its first official publication).

19. The MFA, when preparing and organizing events with the participation of the Prime Minister of the Republic of Kazakhstan and his deputies, has the right, in agreement with the Office of the Government, to initiate the exclusion from the program of the event of issues not agreed with the central state bodies and organizations.

Footnote. Paragraph 19 as amended by the resolution of the Government of the Republic of Kazakhstan dated 17.03.2023 No. 236 (shall be enforced upon expiry of ten calendar days after its first official publication).

2.2. Procedure of organization and conduct of international events of the Republic of Kazakhstan at the interdepartmental level

20. The organization and conduct of measures at the interdepartmental level, including the elaboration of the content, shall be carried out independently by the central state bodies.

21. In case of carrying out measures at the interdepartmental level abroad, the central state body submits to the MFA the draft composition of the delegation of the Republic of Kazakhstan taking into account the time required for issuing exit documents and a foreign visa according to visa requirements of foreign diplomatic missions and consular offices, but not later than fifteen working days before the planned date of departure.

22. When developing the content of measures, the central state body independently shall prepare a package of information and analytical materials, including:

- 1) the draft of the program;
- 2) the draft composition of the delegation;
- 3) the draft theses of heads of interdepartmental delegations;
- 4) the certificate on the work of the joint bilateral commission (when carrying out bilateral activities);
- 5) information on issues that may be raised by the foreign side during the event, outlining Kazakhstan's position on them, agreed with the MFA;
- 6) the list of documents to be signed (information on documents state at the moment, annotation of documents);
- 7) the draft of planned speeches;
- 8) analysis of implementation of earlier agreements reached.

23. On other activities at the interdepartmental level, the MFA shall provide information and analytical materials to the central state body upon its request.

24. The preparation and organization of events within the framework of international organizations, including the elaboration of the content of these events, shall be carried out in accordance with the rules and procedures adopted by the constituent bodies of international organizations.

25. The central state bodies shall record the agreements reached during the events at the interdepartmental level and within seven working days from the date of their holding shall send to the MFA information on the agreements reached, as well as on other issues discussed during these events.

3. Procedure for implementation of the agreements reached at intergovernmental and inter-departmental levels

26. Agreements reached at the intergovernmental and interdepartmental levels shall be those arising from paragraphs 18 and 25 of these Rules, as well as proposals and commitments (not of a regulatory legal nature) reflected in:

- 1) joint statements, declarations, communiqué and other documents adopted during the events;
- 2) protocols, memoranda, notes and letters on the results of the events.

27. In order to implement the agreements reached as a result of the activities at the intergovernmental level, the MFA, if necessary, shall develop draft instructions and shall send it to the central state bodies for approval.

The central state bodies shall, within five working days from the date of receipt, consider the submitted draft instructions, agree and send their proposals to the draft to the MFA.

The MFA shall be finalizing the draft instructions within ten working days and sending them to the Office of the Government.

Footnote. Paragraph 27 as amended by the resolution of the Government of the Republic of Kazakhstan dated 17.03.2023 No. 236 (shall be enforced upon expiry of ten calendar days after its first official publication).

28. Central state bodies and organizations shall take measures to ensure the implementation of the adopted instructions and shall send a report on the progress of their implementation to the MFA every half-year no later than July 10 and January 10.

29. The MFA, once in half-year no later than July 20 and January 20, shall submit to the Office of the Government a consolidated report on the implementation of the instructions of the Prime Minister of the Republic of Kazakhstan, his deputies, data for the purpose of implementing the agreements reached.

Footnote. Paragraph 29 as amended by the resolution of the Government of the Republic of Kazakhstan dated 17.03.2023 No. 236 (shall be enforced upon expiry of ten calendar days after its first official publication).

4. The procedure of organization and holding of joint meetings of the intergovernmental commissions (committees, councils) and their sub-commissions (sub-committees, working groups) on cooperation with foreign countries

30. The decision to hold a meeting of the intergovernmental commission (committee, council) on cooperation with foreign countries (hereinafter - intergovernmental commission) shall be taken by the Co-Chair of the Kazakhstan side of the INC (Intergovernmental Negotiating Committee) together with the Co-Chairman of the foreign side of the intergovernmental commission.

31. The Sub-Commissions (sub-committees, working groups) shall work in accordance with the decisions of the intergovernmental commission, shall inform it of their activities and prepare the necessary materials for consideration at its meeting.

32. The MFA shall coordinate and monitor the activities of intergovernmental commissions and their sub commission (sub-committees, working groups).

Direct coordination of work of the Kazakhstan side of the intergovernmental commissions and their subcommittees (subcommittees, the working groups) shall be carried out by the Co-Chairman of the relevant intergovernmental commission, a subcommittee (subcommittee, the working group).

33. The organization and holding of meetings of intergovernmental commissions and their sub-commissions (sub-committees, working groups) shall be carried out in accordance with the procedure established by the Regulations on the Kazakhstan side of joint intergovernmental commissions (committees, councils) and their sub-commissions (sub-committees, working groups) on cooperation with foreign countries, approved by resolution of the Government of the Republic of Kazakhstan dated December 12, 2002 No. 1304, as well as international treaties of the Republic of Kazakhstan.

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