



On approval of the Rules for formation of the National report on the state of public service in the Republic of Kazakhstan and its submission to the President of the Republic of Kazakhstan

Unofficial translation

Decree of the President of the Republic of Kazakhstan dated May 6, 2017 No. 473.

Unofficial translation

I HEREBY ORDER:

1. To approve the attached Rules for formation of the National report on the state of public service in the Republic of Kazakhstan and its submission to the President of the Republic of Kazakhstan.

2. This Order comes into effect from the day of its first official publication.

*President of the
Republic of Kazakhstan*

N. NAZARBAYEV

APPROVED

by the Order of the President of the
Republic of Kazakhstan
dated May 6, 2017, № 473

RULES

for formation of the National report on the state of public service in the Republic of Kazakhstan and its submission to the President of the Republic of Kazakhstan

1. These Rules for formation of the National report on the state of public service in the Republic of Kazakhstan and its submission to the President of the Republic of Kazakhstan are developed in accordance with subparagraph 7-4) of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan dated November 23, 2015 "On public service of the Republic of Kazakhstan", subparagraph 3) of paragraph 2 of Article 21 of the Constitutional Law of the Republic of Kazakhstan dated December 26, 1995 "On the President of the Republic of Kazakhstan" and determine the procedure for formation of the National report on the state of public service in the Republic of Kazakhstan (hereinafter - the National report) and its submission to the President of the Republic of Kazakhstan.

2. The National report is formed by the authorized body for public service affairs (hereinafter referred to as the authorized body) on the basis of information provided by central state and local executive bodies, organizations subordinate to them, the results of the work of the authorized body, analysis and assessment of the state of the personnel situation in the public service, conclusions and recommendations for the formation, implementation and improvement of public service, further development and improvement of work in this area.

3. The National report consists of the following sections:

1. introduction;

2) the main part;

3) conclusion.

The introduction contains the basis and purpose of the National report and a summary of its content.

The main part of the National report contains data reflecting the essence, state and main results of the work carried out on the implementation of state policy in the field of public service, and includes:

1) information on the personnel status of the civil service of the Republic of Kazakhstan;

2) information on the work done to form a professional state apparatus;

3) analysis of the activities of the authorized body for the reporting period, as well as an assessment of the impact of the implemented policy on the state of the country's public service. The conclusion contains the results of the analysis and assessment of the state of the personnel situation in the public service, conclusions and recommendations for further development of the public service, as well as tasks for their implementation for the upcoming reporting year.

4. If necessary, it is allowed to supplement the National report with attachments placed in the order of their references in the text.

5. The authorized body sends a request for provision of information necessary for the formation of the National report to the central state and local executive bodies, organizations subordinate to them, no later than December 15 of the reporting year.

6. At the request of the authorized body, central state and local executive bodies, organizations subordinate to them, annually no later than January 10 of the year following the reporting year, provide relevant information.

Information shall be signed by the head of the apparatus of the state body.

The authorized body has the right to request additional information necessary for the high-quality preparation of the National report.

Footnote. Paragraph 6 as amended with the Decree of the President of the RK dated 18.01.2021 № 495 (shall be enforced after the day of its first official publication).

7. The National report is submitted:

1) by an authorized body to the Government of the Republic of Kazakhstan no later than February 15 of the year following the reporting year;

2) by the Government of the Republic of Kazakhstan to the Administration of the President of the Republic of Kazakhstan no later than March 5 of the year following the reporting year;

3) by the Administration of the President of the Republic of Kazakhstan to the President of the Republic of Kazakhstan no later than March 25 of the year following the reporting year

