



On approval of the natural space standards for administrative and specific premises of foreign establishments of the Republic of Kazakhstan when acquiring the property, design and construction of administrative buildings of foreign establishments of the Republic of Kazakhstan

Unofficial translation

Order of the Minister of Foreign Affairs of the Republic of Kazakhstan dated October 16, 2018 № 11-1-4 / 461. Registered in the Ministry of Justice of the Republic of Kazakhstan on October 30, 2018 № 17642.

Unofficial translation

In accordance with item 2 of article 69 of the Budget Code of the Republic of Kazakhstan dated December 4, 2008, **I HEREBY ORDER:**

1. To approve the natural space standards for administrative and specific premises of foreign establishments of the Republic of Kazakhstan when acquiring the property, design and construction of administrative buildings of foreign establishments of the Republic of Kazakhstan according to annex hereto.

2. The Department of material and technical support of the Ministry of Foreign Affairs of the Republic of Kazakhstan in accordance with the procedure, established by the legislation of the Republic of Kazakhstan shall ensure:

1) state registration of this order with the Ministry of Justice of the Republic of Kazakhstan;

2) within ten calendar days from the date of state registration of this order with the Ministry of Justice of the Republic of Kazakhstan, the direction hereof in Kazakh and Russian languages to the Republican State Enterprise on the Right of Economic Management "Republican Center of Legal Information of the Ministry of Justice of the Republic of Kazakhstan" for official publication and placement in the Reference Control Bank of the Regulatory Legal Acts of the Republic of Kazakhstan;

3) placing this order on the Internet resource of the Ministry of Foreign Affairs of the Republic of Kazakhstan;

4) within ten working days after the state registration of this order, reporting to the Department of Legal Expertise of the Ministry of Justice of the Republic of Kazakhstan on performance of activities, stipulated by sub-items 2) 3) and 4) of this item.

3. Control over the execution of this order shall be entrusted to the supervising secretary of the Ministry of Foreign Affairs of the Republic of Kazakhstan.

4. This order shall be put into effect upon expiry of ten calendar days after the day of its first official publication.

" A G R E E D "

Minister of Finance
of the Republic of Kazakhstan

_____ A.
" " _____ 2018
Smailov

Annex
to the order no.11-1-4/461
of the Minister of Finance
of the Republic of Kazakhstan
dated October 16, 2018

Natural space standards for administrative and specific premises of foreign establishments of the Republic of Kazakhstan when acquiring the property, design and construction of administrative buildings of foreign establishments of the Republic of Kazakhstan

no	Name of premise	Measuring unit	Premise area not exceeding
1	2	3	4
1.	Offices:		
1)	Office of the Ambassador Extraordinary and Plenipotentiary of the Republic of Kazakhstan, Permanent (Plenipotentiary) Representative of the Republic of Kazakhstan at an international organization (per 1 employee)	square meter	54
2)	Recreation room of the Ambassador Extraordinary and Plenipotentiary of the Republic of Kazakhstan, Permanent (Plenipotentiary) Representative of the Republic of Kazakhstan at an international organization(per 1 employee)	square meter	15
3)	Receiving office of the Ambassador Extraordinary and Plenipotentiary of the Republic of Kazakhstan, Permanent (Plenipotentiary) Representative of the Republic of Kazakhstan at an international organization(per 1 employee)	square meter	12
4)	Office of the charge d'affaires, deputy of the permanent representative at an international organization, the consul general, the minister-counselor of the foreign establishment of the Republic of Kazakhstan (per 1 employee)	square meter	25
5)	Office of the counselor of the foreign establishment of the Republic of Kazakhstan (per 1 employee)	square meter	20
1	2	3	4
6)	Office of the staff of the foreign establishment of the Republic of Kazakhstan (per 1 employee /worker), except for positions, specified in sub-items 1), 2), 3), 4), 5) of this item	square meter	7,5
2.	Common premises (conference-halls, meeting rooms, rooms for ceremonial meetings with a foreign party, recreation premises)	square meter	50 % of the total area of offices

3.	Special-purpose premises (cash desks, archives, premises for copying-and-duplicating machinery, appliance rooms)	square meter	50 % of the total area of offices
4.	Engineering rooms (ventilation chambers, server rooms, switchgear rooms, heat supply stations, water metering units, warehouses)	square meter	50 % of the total area of offices
5.	Utility rooms (cloakrooms, corridors, balconies, toilets, premises for personal hygiene etc.)	square meter	35 % of the total area of offices
6.	Consular receiving office for visitors	square meter	150
7.	Security check points	square meter	100
8.	Parking (1 parking lot)	square meter	18

Notice:

1. Exceeding the natural space standards for administrative and specific premises of foreign establishments of the Republic of Kazakhstan when acquiring the property, design and construction of administrative buildings of foreign establishments of the Republic of Kazakhstan shall be acceptable to the extent that peculiarities of the layout of premises in buildings do not allow reduction of these areas, but the total area of the buildings shall not exceed the area, calculated subject to the number of the staff of foreign establishments of the Republic of Kazakhstan for the period of acquisition of buildings.

2. The area of administrative and specific premises of foreign establishments of the Republic of Kazakhstan shall be reconsidered due to requirements to placing diplomatic representative offices, consular establishments and representative offices of foreign countries at international organizations in the territory of the receiving state, as well as in accordance with the provisions of international treaties, bilateral agreements and other acts, concluded between the Republic of Kazakhstan and foreign states.