



On approval of the Rules and conditions for the payment of additional payments for special conditions and for work associated with risks of harm to health and life, as well as allowances for being in standby mode and constant readiness to go to rescue and emergency work

Unofficial translation

Order No. 36 of the Minister of Internal Affairs of the Republic of Kazakhstan as of January 18, 2019. Registered with the Ministry of Justice of the Republic of Kazakhstan on January 21, 2019, No. 18213.

Unofficial translation

Footnote. The title - as amended by the order of the Minister of Emergency Situations of the Republic of Kazakhstan dated 04/06/2023 No. 182 (shall be enforced upon the expiration of ten calendar days after the day of its first official publication).

In accordance with Appendix 12 approved by Decree of the Government of the Republic of Kazakhstan No. 1193 as of December 31, 2015 “On the system of remuneration of civil servants, employees of state-financed organizations, employees of state enterprises”, I hereby ORDER:

1. To approve the attached Rules and conditions for the payment of additional payments for special conditions and for work associated with risks of harm to health and life, as well as allowances for being in standby mode and constant readiness to go to rescue and emergency work.

Footnote. Paragraph 1 - as amended by the order of the Minister of Emergency Situations of the Republic of Kazakhstan dated 04/06/2023 No. 182 (shall be enforced upon the expiration of ten calendar days after the day of its first official publication).

2. In accordance with the procedure established by the legislation of the Republic of Kazakhstan, the Emergency Situations Committee of the Ministry of Internal Affairs of the Republic of Kazakhstan (Becker V.R) shall:

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

2) within ten calendar days of the state registration of this order, send this order in Kazakh and Russian to the Republican State Enterprise with the Right of Economic Management “Republican Center of Legal Information” of the Ministry of Justice of the Republic of Kazakhstan for its official publication and inclusion into the Reference Control Bank of Regulatory Legal Acts of the Republic of Kazakhstan;

3) place this order on the website of the Ministry of Internal Affairs of the Republic of Kazakhstan;

4) within ten working days of the state registration of this order, submit information about the implementation of measures, provided for in subparagraphs 1), 2) и 3) of this paragraph, to the Legal Department of the Ministry of Internal Affairs of the Republic of Kazakhstan.

3. The control over the execution of this order shall be assigned to the supervising deputy minister of internal affairs of the Republic of Kazakhstan.

4. This order shall take effect ten calendar days after its first official publication.

*Minister of Internal Affairs of
the Republic of Kazakhstan
Police Colonel-General*

K. Kassymov

Approved by
Order № 36 as of January 18, 2019
of the Minister of Internal Affairs
of the Republic

Rules and conditions for the payment of additional payments for special conditions and for work associated with risks of harm to health and life, as well as allowances for being in standby mode and constant readiness to go to rescue and emergency work

Footnote. The title - as amended by the order of the Minister of Emergency Situations of the Republic of Kazakhstan dated 04/06/2023 No. 182 (shall be enforced upon the expiration of ten calendar days after the day of its first official publication).

Chapter 1. General provisions

1. These Rules and conditions for the payment of additional payments for special conditions and work associated with risks of harm to health and life, as well as allowances for being in standby mode and constant readiness to go to rescue and emergency work (hereinafter referred to as the Rules) have been developed in accordance with Appendix 12 of the Remuneration System for civil servants, employees of organizations maintained at the expense of the state budget, employees of state-owned enterprises approved by Decree of the Government of the Republic of Kazakhstan dated December 31, 2015 No. 1193 and shall determine the procedure for paying additional payments for special conditions and for work-related with risks of the threat of harm to health and life, as well as premiums for being in standby mode and constant readiness to go to rescue and emergency work.

Footnote. Paragraph 1 - as amended by the order of the Minister of Emergency Situations of the Republic of Kazakhstan dated 04/06/2023 No. 182 (shall be enforced upon the expiration of ten calendar days after the day of its first official publication).

2. These Rules shall apply to:

1) the main personnel of the state institution “Kazselezaschita” for carrying out anti-mudflow, anti-avalanche, anti-flood and other protective measures, preventive, rescue and repair and restoration measures in the event of the occurrence and liquidation of emergencies in hard-to-reach, remote, high-mountain areas with difficult climatic and

geographical conditions, as well as for work associated with risks of harm to health and life, specified in paragraph 11 of these Rules;

2) rescuers of professional emergency rescue services and units, employees with the category of positions of rescuer-orderly of professional medical emergency rescue services.

Footnote. Paragraph 2 - as amended by the order of the Minister of Emergency Situations of the Republic of Kazakhstan dated 04/06/2023 No. 182 (shall be enforced upon the expiration of ten calendar days after the day of its first official publication).

3. The following basic concepts are used in these Rules:

1) work in zones of chemical contamination - emergency rescue and urgent work in the territory or water area within which hazardous chemicals are distributed or brought in concentrations or quantities that pose a danger to human life and health for farm animals and plants within a certain time period;

2) work in zones of radioactive contamination - emergency rescue and urgent work in the territory or water area with radioactive contamination exceeding the maximum permissible concentration;

3) work in the highland - emergency rescue and urgent work, including preventive and repair work carried out at an altitude over 2,000 meters above sea level;

4) work in hard-to-reach areas - emergency rescue work, including preventive and repair work, in a closed area with a very dissected relief, in areas with high forest cover, waterlogging (floodplains) and thickly shrubbed areas, in river deltas, mountain gorges and deserts;

5) work at complex objects - emergency rescue work carried out in destroyed and dilapidated buildings and structures, basements, as well as at facilities of the I (high) level of responsibility determined by Order No. 165 of the Minister of National Economy of the Republic of Kazakhstan as of February 28, 2015 “On approval of the Rules for determining the general procedure for classifying buildings and structures as technically and (or) technologically complex objects” (registered in the State Registration Register of Regulatory Legal Acts under No. 10666);

6) special equipment - climbing equipment (personal climbing harness, special rope, descent device, carabiners), personal protective equipment for respiratory organs, skin and eyesight, rescue equipment (mechanical, hydraulic (manual), electric, pneumatic, motor-driven tools), lifting device (tripod);

7) increased hazard to life - a measure of danger when carrying out emergency rescue and urgent work, including preventive and repair work, likely to have harmful effects, any environmental factor that can damage the health and pose threat to the life of a rescuer;

8) anti-mudflow, anti-landslide, anti-avalanche measures - measures of civil protection from mudflows, snow avalanches and landslides aimed at ensuring the safety of the population, facilities, infrastructure, which include:

monitoring of dangerous natural phenomena (organization of a service for monitoring of and warning about dangerous natural phenomena (permanent and season-related hydrometeorological facilities, linear routes);

ground and aerial visual surveys of mudflow-, avalanche-, and landslide-hazardous areas (in order to identify threats and occurrence of dangerous hydrometeorological phenomena), as well as surveys, reconnaissance works on moraine and glacial lakes;

implementation of preventive measures to reduce the hazard posed by mountain slopes, alpine, moraine and glacial lakes, the work on the forced descent of snow avalanches;

inspections of avalanche and mudflow protection facilities (to check their technical and operational readiness);

operation and construction of protective works against natural hazards (mudflows, avalanches, landslide processes).

Chapter 2. Surcharges for special conditions to the key personnel of the “Kazselezashchita” state institution for carrying out anti-mudflow, anti-avalanche, flood and other protective measures, as well as preventive, emergency rescue and repair-recovery measures in the event of emergence and emergency response in hard-to-reach, remote, highland zones with difficult climatic and geographical conditions

Clause 1. Procedure for surcharges’ payment to the key personnel of the “Kazselezashchita” state institution

4. For all anti-mudflow, anti-avalanche, flood and other protective measures, as well as preventive, emergency rescue and repair measures carried out by the key personnel of the “Kazselezashchita” state institution (hereinafter referred to as the institution) under special conditions and subject to surcharges according to the System of remuneration of civil servants, employees of state-financed organizations, employees of state enterprises, approved by Decree No. 1193 of the Government and the Republic of Kazakhstan as of December 31, 2015, it is necessary to draw up a certificate of work performed in the form prescribed by Appendix 1 to these Rules.

5. The certificate of work performed shall be drawn up in a single copy by the head of the emergency mechanized and reconnaissance team of the institution upon arrival at the workplace and submitted for approval to the deputy head of the institution in charge of anti-mudflow, anti-landslide, anti-avalanche activities, as well as emergency response operations at mudflow-, landslide- and avalanche- hazardous objects (in case of his/her absence, to the person acting for him/her).

6. The deputy head of the institution in charge of anti-mudflow, anti-landslide, anti-avalanche activities, as well as work emergency response operations at mudflow-, landslide- and avalanche- hazardous objects, checks the correctness of the execution of the certificate of work performed.

7. Based on the reconciliation results, the deputy head of the institution in charge of anti-mudflow, anti-landslide, anti-avalanche activities, as well as emergency response operations at mudflow-, landslide- and avalanche-hazardous objects, submits for approval the agreed certificate of work performed to the head of the institution (in case of his/her absence, to the person acting for him/her).

8. The approved certificate of work performed is sent to the personnel department of the institution for issuing an order to pay surcharges based on the results of the last month and is transferred to the financial department of the institution for making payments (once a month) by the 5th day of the next month.

9. If facts of violation of safety requirements during anti-mudflow, anti-landslide, anti-avalanche activities, as well as work emergency response operations at mudflow-, landslide- and avalanche-hazardous objects by the key personnel of the institution are revealed, no surcharges shall be paid.

Clause 2. Terms of surcharges' payment to the key personnel of the "Kazselezashchita" state institution

10. The key personnel of the institution are entitled to surcharges for:

1) carrying out anti-mudflow, anti-landslide, anti-avalanche and other preventive protective measures in hard-to-reach, remote, highland zones with difficult climatic (frequent precipitation, strong winds, exposure to ultraviolet radiation, oxygen deficiency) and geographical conditions, as well as for increased risk to life;

2) emergency response operations at mudflow-, landslide- and avalanche-hazardous objects (mudflows, sediments, landslides (slips) and snow avalanches, slope runoffs) and their consequences in hard-to-reach, remote, highland zones with difficult climatic conditions (frequent rainfall, strong winds, exposure to ultraviolet radiation, oxygen deficiency) and geographical conditions, as well as for increased risk to life;

3) anti-mudflow, anti-landslide, anti-avalanche and other preventive protective measures, as well as emergency response operations at mudflow-, landslide- and avalanche-hazardous objects in the locations of dangerous wild carnivores (right at the place of work);

4) organization of round-the-clock duty of the key personnel of the institution (branch of the institution) and emergency mechanized teams (being on standby and permanently on alert for response).

Clause 3. The list of positions of the key personnel of the "Kazselezashchita" state institution

11. Surcharges shall be paid for the works provided for in paragraph 10 of these Rules to employees holding the positions of:

the head and deputy heads of the institution;

heads and deputy heads of branches;

heads and deputies of the departments of emergency prevention and operation of protective structures, the duty service, monitoring and warning, construction, technical service, logistics support;

heads of production and operation departments and units;

chief hydraulic engineer, chief hydraulic technician, chief explosives engineer, chief engineer-hydrogeologist, chief operation engineer, chief engineer-meteorologist, chief safety engineer, chief engineer-geodesist, chief technical supervision engineer, chief surveyor engineer, chief superintendent of works, chief communications engineer, chief software engineer, chief energy engineer, chief engineer, chief mechanical engineer, explosives engineer, hydrologist engineer, energy engineer, hydraulic engineer, civil engineer, safety engineer, engineer-hydrogeologist, electronics engineer, communications engineer, surveyor engineer, mechanical engineer, engineer, psychologist-inspector, dispatcher, tractor driver, bulldozer driver, electrician, driver, foreman, excavator driver, truck crane operator, fitter-repairman, gas and electric welder, seasonal observer, observer, worker for the maintenance of mudflow protection facilities.

Chapter 3. Surcharges for special conditions to rescuers of professional emergency services and units
Clause 1. The procedure for drawing up a certificate of work performed to pay surcharges for special conditions to rescuers of professional emergency services and units

12. For each emergency rescue operation carried out under special conditions, providing for surcharges in accordance with the System of remuneration of civil servants, employees of state-financed organizations, employees of state enterprises, approved by Decree No. 1193 of the Government and the Republic of Kazakhstan as of December 31, 2015, it is necessary to draw up a certificate of work performed in the form prescribed by Appendix 2 to these Rules.

13. The certificate of work performed shall be drawn up in a single copy by the head of a response group upon arrival at the unit, provided for approval to the deputy head of the detachment in charge of the field work (in case of his/her absence, to the person acting for him/her).

14. The deputy head of the detachment in charge of the field work checks the correctness of the execution of the certificate of work performed, reconciles with the duty log and diving log, radio data (in the absence of a network via satellite or mobile communication).

15. Based on the reconciliation results, within two working days, the deputy head of the detachment in charge of the field work submits for approval the agreed certificate of work performed to the head of the detachment (in case of his/her absence, to the person acting for him/her).

16. The approved certificate of work performed is sent to the personnel department for issuing an order to pay surcharges based on the results of the last month and is transferred to the financial department for making payments by the 5th day of the next month.

17. If facts of safety violations by rescuers during emergency rescue and urgent operations are revealed, no surcharges shall be paid.

Clause 2. Terms of paying surcharges for special conditions to rescuers of professional emergency services and units

18. Surcharge No 1 “For carrying out emergency rescue and urgent, search and rescue operations in zones of chemical, radioactive contamination, highland and hard-to-reach areas, natural and man-made emergency response at complex objects requiring the use of special equipment, landing from helicopters, with increased risk to life” (hereinafter referred to as Surcharge No. 1) is established for:

1) emergency rescue and urgent operations in areas of chemical, radioactive contamination, highlands and hard-to-reach areas, at complex objects, using special equipment, landing from helicopters and with increased risk to life;

2) emergency rescue and urgent operations during the flood period in places with a threat of dam failure (given confirming information from the territorial unit of the authorized body for the use and protection of the water fund, water supply and sanitation);

3) emergency rescue and urgent operations during ice drift (only when saving people and eliminating ice jams and gorges);

4) emergency rescue and urgent operations in difficult climatic conditions (storm, strong wind at a speed over 20 meters per second, hail with a diameter of at least 2 centimeters, given relevant information about the website of the “Kazgidromet” Republican state enterprise;

5) emergency rescue and urgent operations at the locations of dangerous wild carnivores and toxic reptiles, insects (right at the emergency rescue site).

19. Surcharge No. 2 “For work at high (30 degrees and above) or low temperatures (minus 20 and below (snowstorm, blizzard) (hereinafter referred to as Surcharge No. 2) is established:

1) if the temperature during emergency rescue- search and rescue operations at an emergency site (the environment, premises) was either high (plus 30 degrees and above) or low (minus 20 and below) and rescue operations were carried out using special equipment;

2) for conducting activities on patrolling water bodies and raids on ice (carrying out outreach work) right in the open air for more than 2 hours. It is mandatory to add information about the temperature regimes in the work zone (territory) from the website of the “Kazgidromet” Republican state enterprise to the certificate of work performed.

20. For carrying out urgent and emergency rescue, search and rescue operations in zones of chemical, radioactive contamination, highland and hard-to-reach areas, natural and man-made emergency response operations at complex objects requiring the use of special equipment, landing from helicopters, at increased risk to life, in the presence of an adverse weather factor (high (plus 30 degrees and above) or low temperature (minus 20 and below), Surcharge No. 1 is established in the amount of 300% of the hourly rate for each hour of work in extreme conditions at the risk of one's own life.

21. Surcharge No. 3 "For carrying out emergency rescue and urgent operations under water" (hereinafter referred to as Surcharge No. 3) is established for diving and prospecting works under water (immersion in water) using diving equipment (breathing apparatus, immersion suit, life and safety lines).

22. Surcharge No. 3 is not paid for educational, training, qualification and experimental dives.

23. If there are factors entitling to receive Surcharge No. 2 (high temperature), the surcharge shall be paid only in the amount established by Surcharge No. 3 (100% of the hourly rate for each hour of work under water).

24. Surcharge No. 4 "For psycho-emotional load in connection with constant work with bodies of the dead or body fragments" is established for immediate contact, transportation, rescue, lifting of bodies of the dead and collecting their fragments, during emergency rescue and urgent work and is paid once a month in the amount of 100% of the base salary.

Chapter 4. The allowance for being on standby and permanently on alert to set out for emergency rescue and urgent work to rescuers of professional emergency rescue services and units

25. The payment of a 25% allowance of the hourly rate for each hour of duty in standby mode and permanent alert is made to rescuers who are at home on standby and permanently on alert to set out for emergency rescue and urgent work.

26. The rescue duty hours of being on standby and permanently on alert are counted as a quarter of an hour for each hour of duty using the formula: $Shr \times Hspa \times 25\%$, where Shr is the size of the hourly rate of a rescuer, and $Hspa$ is the number of hours of being on standby and permanently on alert. $Hspa = (Ndh)/4$, where Ndh is the number of duty hours per month.

27. The allowance is calculated monthly according to the time sheet approved by the head of a detachment, in accordance with the form approved by Order No. 390 of the Acting Minister of Finance of the Republic of Kazakhstan as of August 2, 2011 "On approval of the Album of forms of accounting documentation for state institutions" (registered in the State Registration Register of Regulatory Legal Acts under No. 7126);

28. During emergency rescue and urgent operations, the operating mode and duration of the work shift of rescuers of professional emergency rescue services and units are established by a person in charge of emergency response operations with account of the nature of the

emergency, characteristics of emergency rescue and urgent work, sanitary rules and hygiene standards.

29. When involving rescuers in operations during their off-hours, the number of hours of actual work shall be indicated in the time sheet, and no allowances are paid for these hours.

30. The allowance is not paid to rescuers on vacation, with temporary disability, on business trips, studying and in training camps.

Chapter 5. Additional payment for work associated with risks of harm to the health and life of rescuers and other workers performing the functions of a rescuer

Footnote. The Rules are supplemented by Chapter 5 in accordance with the order of the Minister of Emergency Situations of the Republic of Kazakhstan dated 04/06/2023 No. 182 (shall be enforced ten calendar days after the day of its first official publication).

Paragraph 1. The procedure for paying additional payments for work associated with the risk of harm to the health and life of rescuers and other workers performing the functions of a rescuer

31. Additional payment for work associated with the risk of harm to health and life is made to rescuers of professional emergency rescue services and units, the main staff of the state institution “Kazselezaschita”, employees with the category of positions of rescuer-orderly of professional medical emergency rescue services.

32. Payment of additional payments shall not be made to rescuers of professional emergency rescue services and units and the main personnel of the state institution “Kazselezashchita” who are on vacation or a period of temporary disability.

Paragraph 2. Conditions for the payment of additional payments for work associated with the risk of harm to the health and life of rescuers and other workers performing the functions of a rescuer

33. Additional payments for work associated with risks of harm to health and life shall be calculated monthly according to the working timesheet approved by the head of the detachment, in the form approved by order of the Acting Minister of Finance of the Republic of Kazakhstan dated August 2, 2011 No. 390 "On approval of the Album of forms accounting documentation for government agencies" (registered in the State Registration Register of Regulatory Legal Acts under No. 7126).

34. When recruiting rescuers to work outside of working hours, the hours worked shall be included in the working timesheet, and additional payment shall be made for these hours.

Appendix 1 to
the Rules and conditions for the
payment of surcharges for special
conditions and allowances for
being on standby and permanently
on alert to set out for emergency
rescue and urgent work
"Approved by"

head of an institution

Surname, name, patronymic
(if any) (hereinafter referred to as
Full name)
" ____ " _____ 20__

**State institution
(name) CERTIFICATE
of work performed**

Time and date of start of work: _____

Time and date of end of work: _____

Work location (region, district, river basin, route): _____

Type of works: _____

(brief description): _____

Rationale for performing the work: _____

Members of the group, team: position, full name

1) _____

2) _____

3) _____

Vehicle, state number, surname, name, patronymic of the driver:

1) _____

2) _____

3) _____

Performed (types of work): _____

Weather condition: _____

Additional information: _____

Used:
tool, devices, equipment: _____

The work result: _____

Information about employees' safety violations

Full names of those who violated safety requirements, information about the violation:

Appendix: _____
number of sheets

Signatures:

1. Head of the group, team:

Full name _____ signature

2. Members of the group, team:

Full name _____ signature

Full name _____ signature

Full name _____ signature

Full name _____ signature

Full name _____ signature

Agreed by

deputy head of the institution

Full name _____ signature

on alert to set out for emergency
rescue and urgent work
"Approved by"
head of an institution

Surname, name, patronymic
(if any) (hereinafter referred to as
Full name)
" ____ " _____ 20__

**State institution
(name) CERTIFICATE
of work performed**

as of " ____ " _____ 20__ .

Time: of alarm receipt _____ hr _____ min

of start of work _____ hr _____ mi

of end of work _____ hr _____ min

from whom the message was received _____

(full name)

address (district) _____

type of work _____

nature of emergency _____

(brief description of the situation) _____

Signature of the applicant (the person in whose interests the work is performed)

(position) (full name) (signature)

Permission to respond received from _____

Rescuers that set out for emergency response are:

(vehicle with state number)
driver _____

In the course of works:

_____ people, including _____ children, were saved
_____ bodies of the dead were found (extracted) , including _____ children
medical assistance was provided to _____ people, including _____ children
_____ people, including _____ children were evacuated from the emergence zone
_____ vehicles were freed\the following works were

performed

the duration of work with the tool

Information for filling in data on emergence rescue operations subject to surcharges provided for in Appendix 12 of Decree of the Government of the Republic of Kazakhstan No. 1193 as of December 31, 2015 “On the system of remuneration of civil servants, employees of state-financed organizations, employees of state enterprises”

Information about rescue and emergency operations in zones of chemical, radioactive contamination, highland and hard-to-reach areas, at complex objects, using special equipment, landing from helicopters, and at increased risk to life

Full names of those who performed the work

Information about emergency rescue and urgent operations during the flood period in places with a threat of dam failure

Full names of those who performed the work

Information about emergency rescue and urgent operations during ice drift

Full names of those who performed the work

Information about emergency rescue and urgent operations in difficult climatic conditions

Full names of those who performed the work

Information about emergency rescue and urgent operations at the locations of dangerous wild carnivores and toxic reptiles, insects

Full names of those who performed the work

Information about emergency rescue-search and rescue operations at an emergency site (the environment, premises) where temperature was either high (plus 30 degrees and above) or low (minus 20 and below) and rescue operations were carried out using special equipment

Air temperature _____

Full names of those who performed the work _____

Information about emergency rescue and urgent operations under water (duration of work under water, air temperature, depth)

Full names of those who performed the work _____

Information about emergency rescue and urgent work connected with bodies of the dead (for psycho-emotional load in connection with constant work with the bodies of the dead or body fragments).

Duration of work with bodies of the dead _____

Full names of those who performed the work _____

Information about safety violations by rescuers

Full names of those who violated safety requirements

Chief rescuer of the group _____

(signature, full name)

Deputy head of the institution _____

(signature, full name)

Familiarization with the certificate by rescuers who performed rescue operations

_____	Full name _____	signature _____	date _____
_____	Full name _____	signature _____	date _____
_____	Full name _____	signature _____	date _____
_____	Full name _____	signature _____	date _____
_____	Full name _____	signature _____	date _____
_____	Full name _____	signature _____	date _____
_____	Full name _____	signature _____	date _____
_____	Full name _____	signature _____	date _____
_____	Full name _____	signature _____	date _____
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_____	Full name _____	signature _____	date _____
_____	Full name _____	signature _____	date _____