



On approval of the Rules for recording information on the objects of “electronic government” informatization and placement of electronic copies of technical documentation of the objects of “electronic government” informatization

Invalidated Unofficial translation

Order of the Minister of Digital Development, Innovations and Aerospace Industry of the Republic of Kazakhstan dated July 25, 2019 № 174 /RD. Registered in the Ministry of Justice of the Republic of Kazakhstan on July 29, 2019 № 19104. Abolished by the Order of the Minister of Digital Development, Innovation and Aerospace Industry of the Republic of Kazakhstan dated 07/12/2024 No. 420/NK

Footnote. Abolished by the Order of the Minister of Digital Development, Innovation and Aerospace Industry of the Republic of Kazakhstan dated 07/12/2024 No. 420/NK (effective from 07/22/2024).

Under sub-paragraph 30) of Article 7 of the Law of the Republic of Kazakhstan “On Informatisation” **I HEREBY ORDER:**

Footnote. The preamble - as reworded by order of the Minister of Digital Development, Innovation and Aerospace Industry of the Republic of Kazakhstan No. 358/NK dated 30.09.2022 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

1. To approve the attached Rules for recording information on the objects of "electronic government" informatization and placement of electronic copies of technical documentation of the objects of "electronic government" informatization.

2. To recognize as invalid the order of the acting Minister for Investment and Development of the Republic of Kazakhstan dated January 28, 2016 №128 “On approval of the Rules for registering information systems of state bodies, recording information on the objects of “electronic government” informatization and placement electronic copies of technical documentation of the objects of “electronic government” informatization”. (registered in the Register of state registration of regulatory legal acts № 13320, published March 10, 2016 in the information-legal system "Adilet").

3. The department of digitalization of the Ministry of Digital Development, Innovations and Aerospace Industry of the Republic of Kazakhstan shall ensure:

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

2) within ten calendar days from the date of state registration of this order, sending it in the Kazakh and Russian languages to the Republican state enterprise on the right

of economic management “Institute of Legislation and Legal Information of the Republic of Kazakhstan” for official publication and inclusion to the Standard control bank of regulatory legal acts of the Republic of Kazakhstan;

3) placement of this order on the Internet resource of the Ministry of Digital Development, Innovations and Aerospace Industry of the Republic of Kazakhstan;

4) submission of information on implementation of measures, provided for in subparagraphs 1), 2) and 3) of this paragraph to the Legal department of the Ministry of Digital Development, Innovations and Aerospace Industry of the Republic of Kazakhstan within ten working days after state registration of this order,.

4. Control over execution of this order shall be assigned to the supervising Vice-Minister of Digital Development, Innovations and Aerospace Industry of the Republic of Kazakhstan.

5. This order shall be enforced upon expiry of ten calendar days after its first official publication.

*Minister of Digital Development,
Innovations and Aerospace Industry
of the Republic of Kazakhstan*

Approved
by the order of the Minister
of Digital Development,
Innovations and
Aerospace Industry
of the Republic of Kazakhstan
dated July 25, 2019 № 174/HK

Rules for Recording Data on the e-Government Informatisation Objects and Placing Electronic Copies of Technical Documentation of the e-Government Informatisation Objects

Footnote. The Rules - as reworded by order of the Minister of Digital Development , Innovation and Aerospace Industry of the Republic of Kazakhstan No. 358/NK of 30.09.2022 (shall come into effect upon expiry of ten calendar days after the day of its first official publication).

Chapter 1. General provisions

1. Rules for Recording Data on the e-Government Informatisation Objects and Placing Electronic Copies of Technical Documentation of the e-Government Informatisation Objects (hereinafter – the Rules) have been elaborated under sub-paragraph 30) of Article 7 of the Law of the Republic of Kazakhstan “On Informatisation” (hereinafter - the Law) and establish the procedure for recording information on the e-government informatisation objects and placing electronic copies of technical documentation of the e-government informatisation objects.

2. Data on information objects of the e-government informatisation and placement of electronic copies of technical documentation of the e-government informatisation objects shall be recorded on the architectural portal of the e-government.

3. Public authorities, local executive bodies, public legal entities, quasi-public sector entities shall ensure the reliability of information on e-government informatisation objects and electronic copies of technical documentation of e-government informatisation objects placed on the architectural portal.

4. The following basic terms and concepts are used herein:

1) the owner of informatisation objects - a person to whom the owner of informatisation objects has granted the rights of possession and use of informatisation objects within the limits and under the procedure specified by the law or an agreement;

2) life cycle of an informatisation object - a totality of stages of creation, industrial operation, development and termination of industrial operation of an informatisation object;

3) technical documentation - a package of documents related to the informatisation object, whereby the informatisation object is created and developed, as well as its pilot and industrial operation is carried out;

4) e-Government informatisation objects - state electronic information resources, software of public authorities, Internet resource of a public authority, e-Government information and communication infrastructure objects, including informatisation objects of other persons, designed for the formation of state electronic information resources, implementation of state functions and provision of public services;

5) an account code of the e-government informatisation object - a unique identification number given to each informatisation object, which is registered on the "e-government" architectural portal;

6) the e-government architectural portal (hereinafter - architectural portal) - an informatisation object designed to record, store and systematise information on e-government informatisation objects, e-government architecture for further use by public authorities for monitoring, analysis and planning in the field of informatisation.

7) the e-Government service integrator (hereinafter - service integrator) - a legal entity designated by the Government of the Republic of Kazakhstan, charged with the functions of methodological support for the development of e-Government architecture, as well as other functions envisaged by this Law.

Chapter 2. Procedure for registering data on the e-government informatisation objects and placing electronic copies of technical documentation of the "e-government" informatisation objects

5. Public authorities, local executive bodies, public legal entities, quasi-public sector entities shall record and update data on the e-government informatisation objects

and electronic copies of technical documentation of "e-government" informatisation objects on the e-government architectural portal as per Appendix 1 hereto.

6. The competent authority responsible for informatisation shall ensure that data on e-government informatisation objects are recorded and electronic copies of technical documentation of e-government informatisation objects are placed on the e-government architectural portal.

For recording data on the e-government informatisation objects and electronic copies of technical documentation of the e-government informatisation objects on the architectural portal, public authorities, local executive bodies, public legal entities, quasi-public sector entities of the e-government shall submit to the service integrator an application for granting an architectural portal user account (hereinafter referred to as the application) via e-mail as per Appendix 2 hereto.

Within two business days from the date of receipt of the application, the service integrator shall grant a user account on the architectural portal (hereinafter referred to as the account). The account shall grant access to the services of the architectural portal

7. Upon receipt of the account, public authorities, local executive bodies, public legal entities, quasi-public sector entities of the e-government shall place on the architectural portal the data on e-government informatisation objects and electronic copies of technical documentation of e-government informatisation objects as per Appendix 1 in PDF/A-1 format, fully reproducing the type and information of the original document and draft documents in DOCX text format.

8. Within five business days, if the data on e-government informatisation objects and electronic copies of technical documentation of e-government informatisation objects are submitted in full, the service integrator shall verify the reliability and accuracy of the data and assign an accounting code to the e-government informatisation object.

If the data entered is incomplete or incorrect, the service integrator shall notify the owner of informatisation objects of the need to supplement or amend the submitted data and copies of technical documentation.

9. The public authority shall submit and update data on the created (developed) or acquired e-government informatisation object to the service integrator at every stage of the life cycle of the e-government informatisation object.

The owner of informatisation objects shall ensure that the data on e-government informatisation objects are updated on the architectural portal within ten business days from the moment when the data on e-government informatisation objects are changed or their absence is detected.

Data on e-government informatisation objects to be recorded on the architectural portal:

1) Technical documentation on information security as specified in Decree of the Government of the Republic of Kazakhstan No. 832 of December 20, 2016 “On Approval of the Unified Requirements in the Sphere of Information and Communication Technologies and Ensuring Information Security”;

2) Data on testing for compliance with information security requirements of informatisation objects (act of testing for compliance with information security requirements), approved by order of the Minister of Digital Development, Defence and Aerospace Industry of the Republic of Kazakhstan No. 111/NK of June 3, 2019 “On Approval of the Methodology and Regulations for Testing of "e-Government" Informatisation Objects and Information Systems Attributed to Critical Information and Communication Infrastructure Objects for Compatibility with Information Security Requirements” (recorded in the Register of State Registration of Regulatory Legal Acts of the Republic of Kazakhstan under No. 18795);

3) A document evidencing the fact of putting the "e-government" informatisation objects on the accounting records;

4) Document confirming the cessation of industrial operation of the informatisation object;

5) Details on the conclusion of agreements on public procurement of goods, works and services in the sphere of informatisation;

6) Operational documents comprising:

user manual;

administrator's manual;

7) Engineering design consisting of the following:

specification (GOST 19.202-78 “Specification. Requirements for the Content and Design”)

Programme description (GOST 19.402-78 “Programme Description. Requirements for the Content and Design”);

an explanatory note (GOST 19.404-79 “An Explanatory Note. Requirements for the Content and Design”).

8) Test programme and methodology, test protocols (GOST 34.603-92 “Information Technology. Types of Testing of Automated Systems”);

9) Act of commissioning into pilot, industrial operation;

- 10) Details of approvals and amendments to technical and project documentation;
- 11) Technical requirements (ST RK 34.015-2002 “Information Technology. Complex of Standards for Automated Systems. Technical Specification for the Creation of an Automated System”);
- 12) Contracts for acquisition, creation, development, maintenance of the e-government informatisation object;
- 13) Inventory list and characteristics of the e-government informatisation object;
- 14) General data on the e-government informatisation object being created or put into pilot operation.

Appendix 2
to the Rules for Recording
Data on the e-Government
Informatisation Objects
and Placing Electronic Copies
of Technical Documentation
of the e-Government
Informatisation Objects

Full name of the organisation	Structural unit	Surname, first name, patronymic (if any) of the person in charge	Position	Contact telephone number; User's e-mail address (login)	Access (specify for what purpose)