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On the approval of natural norms for the provision of the subordinate state institution " Library of the First President of the Republic of Kazakhstan - Elbasy"

#### Unofficial translation

Order of the Head of the Office of the First President of the Republic of Kazakhstan - Elbasy dated January 13, 2020 No. 01-6.4. Registered with the Ministry of Justice of the Republic of Kazakhstan on January 16, 2020 No. 19887

Unofficial translation

In accordance with article 69 Budget code of the Republic of Kazakhstan dated December 4, 2008 and the Rules for the development of natural norms approved by the decree of the Government of the Republic of Kazakhstan dated March 18, 2015No. 146, ORDER:

1. Approve for the subordinate state institution "Library of the First President of the Republic of Kazakhstan – The leader of the Nation" with the attached natural norms to ensure

:

telephone communication according to Appendix 1 to this order;

motor vehicles according to Appendix 2 to this order;

office furniture according to Appendix 3 to this order.

2. on the Department of documentation, financial and personnel support of the Office of the First President of the Republic of Kazakhstan – Elbasy ensure state registration of this order in the Ministry of Justice of the Republic of Kazakhstan and its official publication in accordance with the procedure established by the legislation of the Republic of Kazakhstan.

3. Control over the implementation of this order shall be entrusted to the Deputy head Of the Department of documentation, financial and personnel support of the Office of the First President of the Republic of Kazakhstan. The President - chief accountant Bitenov B. K.

4. This order shall be enforced upon the expiration of ten calendar days after the date of its first official publication.

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Head of the Office of The First President of The Republic of Kazakhstan - Elbasy

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M. Kassymbetov

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AGREED" Finance Kazakhstan

Appendix 1 to the Executive order Office of The First President of The Republic Kazakhstan – The head of state on January 13, 2020 No. 01-6. 4

## Natural standards for providing telephone communication to the subordinate state institution "Library of the First President of the Republic of Kazakhstan – Elbasy"

Name of telephone communication types	Users
1	2
Long-distance telephone service within the Republic*	Head of the state institution, his deputies, reception of the head, advisers, chief accountant, heads of structural divisions (services, sectors)
International telephone service	Head of the state institution, his deputies and head of the international relations service
Telephone communication with city numbers	Employees of a public institution

Note:

\* - this type of telephone service also includes calls from a landline phone to a mobile network.

Appendix 2 to the Executive order Office of The First President of The Republic Kazakhstan – The head of state on January 13, 2020 No. 01-6. 4

### Natural standards for providing motor vehicles of the subordinate state institution " Library of the First President of the Republic of Kazakhstan – Elbasy"

Eurotional nurnace	Natural norms of	Natural norms of motor vehicles			
Functional purpose	Passenger car	Truck and / or passenger bus, minibus			
1	2	3			
Operational*	1	1			
Service * *	2				

Note:

\* - the mileage limit for one car per month is 2600 km;

\*\* - the mileage limit for one car per month is 2500 km.

Appendix 3 to the Executive order Office of The First President of The Republic Kazakhstan – The head of state on January 13, 2020 No. 01-6. 4

### Natural standards for providing office furniture of the subordinate state institution " Library of the First President of the Republic of Kazakhstan – Elbasy"

Amager's Desk         1           Paper Cabinet         1           Cabinet for office equipment         1           TV Cabinet         1           TV Cabinet         1           TV Cabinet         1           Office equipment         1           Head of a government Agency         0           Head of a government Agency         1           Head of a government Agency         0           Meeting table         1           Image: Cabinet         1           Meeting table         1           Image: Cabinet         1           Weeting table         1           Image: Cabinet         1           Weeting table         1           Image: Cabinet	1	2	3	4
Image:			Manager's Desk	1
Image: A set of a government Agency         office equipment addition of a government Agency         Image: Addition of a government Agency           Head of a government Agency         Office wall         1           Image: Addition of a government Agency         Image: Addition of a government Agency         Image: Addition of a government Agency           Image: Addition of a government Agency         Image: Addition of a government Agency         Image: Addition of a government Agency           Image: Addition of a government Agency         Image: Addition of a government Agency         Image: Addition of a government Agency           Image: Addition of a government Agency         Image: Addition of a government Agency         Image: Addition of a government Agency           Image: Addition of a government Agency         Image: Addition of a government Agency         Image: Addition of a government Agency           Image: Addition of a government Agency         Image: Addition of a government Agency         Image: Addition of a government Agency           Image: Addition of a government Agency         Image: Addition of Addi			Paper Cabinet	1
Reception of the head of a state institution         Conference set-top box         1           Nearing table         1           Meeting table         1           Meeting table         1           Otifice wall         1           Otifice wall         1           Outdo or Wardrobe         1           Stations chain         12           Visitons chain         12           Wardrobe         1           Stations         1           Wardrobe         1           Paper Cabinet         1           I paper Cabinet         1           I paper Cabinet         1           Visiton's chain         4           Wardrobe hanger         1           Wardrobe hanger         1 <td></td> <td></td> <td>1</td>				1
Reception of the head of a state institution         set-top box         1           Head of a government Agency         Office wall         1           Meeting table         1         1           File         1         1           Grice wall         1         1           Wardrobe         1         1           Executive chair         1         1           Visitor's chair         12         3           Table         1         1           Table         1         1           Table         1         1           Table         1         1           Reception of the head of a state institution         Coffee table         1           Reception of the head of a state institution         1         1           Reception of the head of a state institution         1         1           Addrobe from office equipment         1         1           Wardrobe from office equipment         1			TV Cabinet	1
Head of a government Agency         Meeting table         1           Image: Head of a government Agency         filing Cabinet         1           Image: Head of a government Agency         filing Cabinet         1           Image: Head of a government Agency         image: Head of a government Agency         1           Image: Head of a government Agency         image: Head of a government Agency         1           Image: Head of a government Agency         image: Head of a government Agency         1           Image: Head of a government Agency         image: Head of a government Agency         1           Image: Head of a government Agency         image: Head of a government Agency         1           Image: Head of a government Agency         image: Head of a government Agency         1           Image: Head of a government Agency         image: Head of a government Agency         1           Image: Head of a government Agency         image: Head of a government Agency         1           Image: Head of a government Agency         image: Head of a government Agency         1           Image: Head of a government Agency         image: Head of a government Agency         1           Image: Head of a government Agency         image: Head of Agency         1           Image: Head of Agency         image: Head if Agency         1		Head of a government Agency		1
Image: second			Office wall	1
Image: second			Meeting table	1
Image: Reception of the head of a state institution         Wardrobe         1           Reception of the head of a state institution         Table         1           Image: Reception of the head of a state institution         Table         1           Reception of the head of a state institution         Table         1           Image: Reception of the head of a state institution         Table         1           Image: Reception of the head of a state institution         Table         1           Image: Reception of the head of a state institution         Table         1           Image: Reception of the head of a state institution         Table         1           Image: Reception of the head of a state institution         Table         1           Image: Reception of the head of a state institution         Table         1           Image: Reception of the head of a state institution         Table         1           Image: Reception of the head of a state institution         Table         1           Image: Reception of the head of a state institution         Table         1           Image: Reception of the head of a state institution         Table         1           Image: Reception of the head of a state institution         Table         1           Image: Reception of the head of a state institution         Table			filing Cabinet	1
Visitor's chair         12           Safe         1           Vail Mirror         1           meeting Room         Table         1           Faceuritye lounge         Upholstered furniture         1 set (1 sofa, 2 armchairs)         2           Executive lounge         Coffee table         1         1           Refrigerator         1         1         1           Nall Mirror         1         1         1           Reception of the head of a state institution         Table         1         1           Reception of the head of a state institution         Cabinet for office equipment         1         1           Visitor's chair         4         3         1         1           Visitor's chair         1         1         1         1           Visitor's chair         1         1         1         1           Visitor's chair         1         1         1         1           Visitor's chair         4         1         1         1           Visitor's chair         4         1         1         1           Visitor's chair         1         1         1         1           Visitor's chair         1				1
Safe         1           null Mirror         1           meeting Room         Table         1           Lamp Room         Upholstered furniture         1 set (1 sofa, 2 armchairs)         armchairs)           Executive lounge         Inset (1 sofa, 2 armchairs)         armchairs)         armchairs)           Inset (1 sofa, 2 armchairs)         Inset (1 sofa, 2 armchairs)         armchairs)           Inset (1 sofa, 2 armchairs)         Inset (1 sofa, 2 armchairs)         armchairs)           Inset (1 sofa, 2 armchairs)         Inset (1 sofa, 2 armchairs)         armchairs)           Inse			Executive chair	1
Image in the second s	1.		Visitor's chair	12
I.         Table         1           neeting Room         Table         1           Chair         43           Image: August of the base			Safe	1
1.       Chair       43         Image: Free Properties of the set of			wall Mirror	1
1.       Charr       43         Executive lounge       Upholstered furniture       1 set (1 sofa, 2 armchairs)         Executive lounge       Coffee table       1         Refrigerator       1         wall Mirror       1         Table       1         Paper Cabinet       1         1       1         Cabinet for office equipment       1         Cabinet for outerwear       2         Wardrobe hanger       1         Visitor's chair       4         Armchair       3         wall Mirror       1         Table       1         Table       1         Cabinet for outerwear       2         Wardrobe hanger       1         Visitor's chair       4         Armchair       3         wall Mirror       1         Table       1         Paper Cabinet       1         Cabinet for office equipment       1         Table       1         Paper Cabinet       1         Cabinet for office equipment       1         Cabinet for office equipment       1         Cabinet for office equipment       1		meeting Poom	Table	1
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wardrobe for outerwear       2         Wardrobe hanger       1         Visitor's chair       4         Armchair       3         wall Mirror       1         Table       1         Paper Cabinet       1         Cabinet for office equipment       1         TV Cabinet       1         TV Cabinet       1         Conference set-top box       1		Reception of the head of a state institution		1
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Conference set-top box 1				1
set-top box			TV Cabinet	1
				1
		Office of the Deputy Manager	Office wall	1

_	Deputy Manager's recreation room Reception of the Deputy Manager	Meeting table filing Cabinet outdoor Wardrobe Chair Visitor's chair Safe Upholstered furniture Coffee table Refrigerator wall Mirror Table Paper Cabinet 1 paper Cabinet 1 Cabinet for office equipment wardrobe for	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
Ι		outdoor Wardrobe Chair Visitor's chair Safe Upholstered furniture Coffee table Refrigerator wall Mirror Table Paper Cabinet 1 paper Cabinet 1 Cabinet for office equipment wardrobe for	1 1 12 Deposit box 1 1 set (1 sofa, 2 armchairs) 1 1 1 1 1 1 1 1 1 1 1
I		Wardrobe Chair Visitor's chair Safe Upholstered furniture Coffee table Refrigerator wall Mirror Table Paper Cabinet 1 paper Cabinet 1 Cabinet for office equipment wardrobe for	1 12 Deposit box 1 1 set (1 sofa, 2 armchairs) 1 1 1 1 1 1 1 1 1 1
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F	Reception of the Deputy Manager	wardrobe for	
		outerwear	1
		Стул для Visitor's chair	4
		Armchair	1
		wall Mirror	1
		Table with attachment	1
		Table	1
		Paper Cabinet	1
		Cabinet for office equipment	1
4		TV Cabinet	1
	Head of a structural division (Department, service, Department, management, center)	Wardrobe outdoor Wardrobe	1
		paper	Cabinet 3
		Chair	1
		Visitor's chair	6
		Safe	1
		Refrigerator	1
		wall Mirror	1
		Table with attachment	1
		Paper Cabinet	1

		Cabinet for office equipment	1
4.	Deputy heads of the structural division (Department, service , Department, management, center)	wardrobe for outerwear	1
4.		Cabinet for papers	1
		TV Cabinet	1
		Chair	1
		Visitor's chair	4
		Visitor's chair	2
		Safe	1
		wall Mirror	1
	Employee of a public institution	Table	1
		Paper Cabinet	1
5.		Cabinet for office equipment	1
		paper Cabinet	2
		outdoor Wardrobe	1
		Document racks	1
		Visitor's chair	1
		Chair	1
		Safe	1
		wall Mirror	1

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