



On approval of the rules for the provision of public services by the Ministry of Energy of the Republic of Kazakhstan in the field of subsoil use

Unofficial translation

Order of the Minister of Energy of the Republic of Kazakhstan dated May 29, 2020 № 214. Registered with the Ministry of Justice of the Republic of Kazakhstan on May 29, 2020 № 20776.

Unofficial translation

In accordance with subparagraph 1) of Article 10 of the Law of the Republic of Kazakhstan "On Public Services", **I DECREE:**

Footnote. Preamble - as amended by Order № 281 of the Minister of Energy of the Republic of Kazakhstan dated August 31, 2021 (shall be enforced sixty calendar days after the day of its first official publication).

1. To approve:

1) the rules for the provision of the public service of the Ministry of Energy of the Republic of Kazakhstan "Transfer of the right to subsoil use and (or) objects related to the right to subsoil use" in accordance with Appendix 1 to this order;"

2) regulations provision of the state service of the Ministry of Energy of the Republic of Kazakhstan "Conclusion (signing) of contracts for subsoil use for hydrocarbons and uranium mining" in accordance with Appendix 2 to this order;

3) regulations provision of public services of the Ministry of Energy of the Republic of Kazakhstan "Conclusion (signing) of additional agreements to contracts for subsoil use for hydrocarbons and uranium mining" in accordance with Appendix 3 to this order.

Footnote. Clause 1 as amended by Order № 281 of the Minister of Energy of the Republic of Kazakhstan dated August 31, 2021 (shall be enforced sixty calendar days after the day of its first official publication).

2. The Department of Subsoil Use of the Ministry of Energy 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) posting this order on the Internet resource of the Ministry of Energy of the Republic of Kazakhstan;

3) within ten working days after the state registration of this order with the Ministry of Justice of the Republic of Kazakhstan, submission to the Department of Legal Service of the

Ministry of Energy of the Republic of Kazakhstan information on the implementation of the measures provided for in subparagraphs 1) and 2) of this paragraph.

3. Control over the execution of this order shall be entrusted to the supervising Vice Minister of Energy of the Republic of Kazakhstan.

4. This order shall be enforced upon the expiration of twenty one calendar days after the day of its first official publication.

*Energy Minister of the
Republic of Kazakhstan*

N. Nogaev

"AGREED"

Ministry of Industry and
infrastructure development
Republic of Kazakhstan

"AGREED"

The national
security of the Republic of Kazakhstan

"AGREED"

Ministry of Digital
development, innovation and aerospace
Republic of Kazakhstan

Appendix 1
to the order of the
Minister of Energy of the
Republic of Kazakhstan dated
May 29, 2020 № 214

Rules for the provision of public services of the Ministry of Energy of the Republic of Kazakhstan "Transfer of the right to subsoil use and (or) objects associated with the right to subsoil use"

Footnote. The rules are as amended by the order of the Minister of Energy of the Republic of Kazakhstan dated August 31, 2021 № 281 (shall be enforced sixty calendar days after the day of its first official publication).

Chapter 1. General Provisions

1. These Rules for the provision of public services of the Ministry of Energy of the Republic of Kazakhstan "Transfer of the right to subsoil use and (or) objects related to the right to subsoil use" (hereinafter referred to as the Rules) are developed in accordance with subparagraph 1) of Article 10 of the Law of the Republic of Kazakhstan "On Public Services" (hereinafter - Law) and determine the procedure for the provision of the state service of the Ministry of Energy of the Republic of Kazakhstan "Transfer of the right to subsoil use and (or) objects related to the right to subsoil use" (hereinafter referred to as the public service).

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

1) service recipient is individuals and legal entities, with the exception of central state bodies, foreign missions of the Republic of Kazakhstan, local executive bodies of regions, cities of republican significance, the capital, districts, cities of regional significance, akims of districts in the city, cities of district significance, towns, villages, rural districts;

2) service provider is central state bodies, foreign institutions of the Republic of Kazakhstan, local executive bodies of regions, cities of republican significance, the capital, districts, cities of regional significance, akims of districts in the city, cities of district significance, towns, villages, rural districts, as well as physical and legal persons providing public services in accordance with the legislation of the Republic of Kazakhstan;

3) public service is one of the forms of implementation of certain state functions or their combination, carried out individually at the request or without the request of service recipients and aimed at realizing their rights, freedoms and legitimate interests, providing them with appropriate material or intangible benefits;

4) "electronic government" web portal is an information system that is a single window for access to all consolidated government information, including the regulatory legal framework, and to public services, services for issuing technical conditions for connection to networks of natural monopoly entities and services of quasi-public sector entities provided in electronic form.

Footnote. Paragraph 2 in the wording of the order of the Acting Minister of Energy of the Republic of Kazakhstan dated 29.03.2024 № 133 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

2-1. The service provider shall ensure that information on the introduction of amendments and/or additions to these Rules shall be sent to the Unified contact center as well as to the operator of the information and communication infrastructure of "electronic government" within three working days from the date of their implementation.

Footnote. Chapter 1 – as added by paragraph 2-1 in accordance with the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication); in the wording of the order of the Acting Minister of Energy of the Republic of Kazakhstan dated 29.03.2024 No 133 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Chapter 2. The procedure for the provision of public services

3. The public service is provided by the Ministry of Energy of the Republic of Kazakhstan (hereinafter referred to as the service provider).

4. The main requirements for the public service provision through the e-government web portal, including the description of the process, the form, content and result of the provision, the grounds for refusing to provide public services, as well as other information taking into account the specifics of the public service provision, shall be set out in the List of basic

requirements for the public service provision "Transfer of the right to use of subsoil resources and (or) facilities related to subsoil use rights "(hereinafter referred to as the List) in accordance with Annex 1 to the Rules.

In order to obtain a public service for the transfer of the right to use of subsoil resources (a share in the right to use of subsoil resources) and (or) facilities related to the right to use of subsoil resources, the service recipient shall send to the service provider through the e-government web portal, an application in accordance with Annex 2 to these Rules with the necessary documents specified in Paragraph 8 of the List.

The application for issuance of permission to issue shares and other securities, which shall be objects related to the right to use the subsoil, into circulation in the organized securities market shall be filled out in accordance with Annex 3 to these Rules with the necessary documents specified in Paragraph 8 of the List.

An application for issuing a permit to issue shares or other securities, which shall be objects related to the right to use subsoil resources, into circulation in the organized securities market in the event of their placement as part of an additional issue (issue) shall be submitted by the issuer in accordance with Annex 3 to these Rules.

In cases where the issue in the organized securities market is made by the holder of these shares or other securities, the application shall be submitted by such a holder.

Footnote. Paragraph 4 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

5. In accordance with Paragraph 5 of Article 45 of the Code of the Republic of Kazakhstan "On subsoil and subsoil use" (hereinafter referred to as the Code), all documents attached to the application specified in Paragraph 8 of the List shall be prepared in the state and Russian languages. If the application is submitted by a foreigner or a foreign legal entity, such documents may also be drawn up in a different language with a mandatory attachment to each document of an electronic copy of the translation into Kazakh and Russian, the fidelity of which shall be certified by a notary.

Footnote. Paragraph 5 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

6. On the day the application is received by the service provider, it is accepted and forwarded to the responsible executor of the service provider.

7. Confirmation of the acceptance of the package of documents is the assignment of the application number in the "electronic government" web portal and the notification of acceptance of the application sent to the e-mail address of the service recipient specified when submitting the application.

When the service recipient contacts after the end of working hours, on weekends and holidays, the acceptance of applications and the issuance of the results of the provision of public services is carried out on the next business day.

8. The responsible executor of the service provider checks the completeness of the submitted documents within 5 (five) business days from the date of registration of the application;

If the service recipient submits an incomplete package of documents, the responsible executor of the service provider, within the period specified in part one of this paragraph, sends a reasoned refusal to further consider the application in the form, in accordance with Appendix 4 to these Rules.

If the service recipient provides a complete package of documents, the responsible executor of the service provider, within the period specified in part one of this paragraph, submits them for consideration by the expert commission on subsoil use issues (hereinafter referred to as the expert commission).

The Expert Commission is a consultative and advisory body under the Service Provider in order to develop recommendations when considering applications for issuing a permit to transfer the subsoil use right and (or) objects related to the subsoil use right.

9. If an application for issuing a permit to transfer the subsoil use right and (or) objects associated with the subsoil use right is filed in relation to the subsoil use right in a subsoil plot that is a strategic subsoil plot, or if the proposed transfer of the subsoil use right and (or) objects associated with subsoil use right, in the relevant subsoil area affects the interests of national security, the service provider, within 5 (five) working days from the date of receipt of such an application and the documents attached to it, sends them to the national security authorities to consider the transfer of the subsoil use right (share in the subsoil use right) and (or) facilities associated with the right to subsoil use, for compliance with national security requirements.

If the transfer of the subsoil use right (share in the subsoil use right) and (or) objects associated with the subsoil use right affects the interests of national security, the national security authorities notify the service provider about this within 10 (ten) working days from the date of receipt of the application. In this case, the service provider suspends consideration of the application until it receives confirmation from the national security authorities on the compliance of the transfer of the subsoil use right (share in the subsoil use right) and (or) objects associated with the subsoil use right with the requirements of national security. The service provider, within 5 (five) working days from the date of receipt of the notification from the national security authorities, notifies the applicant of such suspension.

The service provider resumes consideration of the application after receiving confirmation from the national security authorities.

10. The expert commission shall consider the documents specified in Paragraph 8 of the List within a period of not more than ten (10) working days, and for large fields and strategic subsoil areas - not more than forty (40) working days.

In accordance with Paragraph 6 of Article 45 of the Code, in order to entire and fully consider the application, the service provider shall have the right to request additional information and (or) documents from the service recipient necessary to develop recommendations.

If additional information and (or) documents are requested, the terms of consideration of the relevant application shall be suspended for the period until such information and (or) documents shall be submitted.

Footnote. Paragraph 10 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

11. The service provider shall issue a positive decision on the application within five (5) working days from the date of receipt of the recommendation of the expert commission on subsoil use.

In case of identification of the grounds for refusal to provide public services on the grounds specified in Paragraph 9 of the List, the service provider shall not later than 3 (three) working days before the completion of the term for the public service provision in accordance with Article 73 of the Administrative procedure code of the Republic of Kazakhstan, shall send the service recipient a notice of a preliminary decision on the refusal of the provision of public service, as well as the time and place of the hearing in order to be able to express a position to the service recipient by a preliminary decision.

The hearing procedure shall be carried out in accordance with Article 73 of the Administrative procedure code of the Republic of Kazakhstan.

Based on the results of hearing, the service provider shall make the following decisions:

- 1) issue a permit for the transfer of the right of subsoil use (share in the right of subsoil use) and (or) facilities related to the right of subsoil use;
- 2) issue permission to issue shares and other securities that shall be objects related to the right to use the subsoil into circulation in the organized securities market;
- 3) issue a reasoned refusal to provide public service in the form, in accordance with Annex 4 to these Rules in the cases specified in paragraph 9 of the List.

Footnote. Paragraph 11 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Chapter 3. The procedure for appealing decisions, actions (inaction) of the service provider and (or) its officials on the provision of public services

12. To appeal against decisions, actions (inactions) of the service provider and (or) its officials on the provision of public services, the complaint is filed no later than 3 (three) months from the date when the service recipient became aware of the adoption of an administrative act or the commission of actions (inactions) by the service provider:

to the body considering the complaint (superior administrative body and (or) official);

to the authorized body for assessing and monitoring the quality of the provision of public services;

in the name of the management of the service provider directly providing the public service.

The complaint of the service recipient in accordance with paragraph 2 of Article 25 of the Law is subject to consideration:

a service provider directly providing a public service within 5 (five) working days from the date of its registration;

by the authorized body for assessing and monitoring the quality of the provision of public services within 15 (fifteen) working days from the date of its registration.

The term for considering a complaint by a service provider, an authorized body for assessing and monitoring the quality of public services in accordance with paragraph 4 of Article 25 of the Law is extended by no more than 10 (ten) working days if necessary:

1) conducting an additional study or inspection on the basis of a complaint or an on-site inspection;

2) obtaining additional information.

In the event of an extension of the term for considering a complaint, the official authorized to consider complaints, within 3 (three) working days from the date of the extension of the term for considering a complaint, informs in electronic form (when filing a complaint in electronic form) the applicant who filed the complaint about the extension of the term for considering complaints stating the reasons for the extension.

If a complaint is received in accordance with paragraph 4 of Article 91 of the APPC RK, the service provider sends it to the body considering the complaint within 3 (three) business days from the date of its receipt. The complaint is not sent by the service provider to the body considering the complaint in the event of the adoption of a favorable act, the performance of an administrative action that fully satisfies the requirements specified in the complaint.

The term for consideration of a complaint by the body considering the complaint is 20 (twenty) working days from the date of receipt of the complaint.

13. In case of disagreement with the decision of the body considering the complaint, the service recipient applies to another body considering the complaint or to the court in accordance with paragraph 6 of Article 100 of the APPC RK.

Form

List of basic requirements for the public service provision

"Transfer of subsoil use rights and/or facilities related to subsoil use rights"

Footnote. Appendix 1 in the wording of the order of the Acting Minister of Energy of the Republic of Kazakhstan dated 29.03.2024 № 133 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Name of the public service "Transfer of subsoil use rights and/or facilities related to subsoil use rights".		
Name of subtypes of public service:		
1) Transfer of the subsoil use right (share in the subsoil use right) and (or) objects related to the subsoil use right;		
2) Issuance of permission to issue shares and other securities, which are the objects related to the subsoil use right , into circulation on the organized securities market.		
1.	Name of the service provider	Ministry of Energy of the Republic of Kazakhstan.
2.	Methods of public service provision (channels of access)	The public service with all the above subtypes shall be carried out via: - www.egov.kz web portal of "e-government" - office of the service provider.
3.	The term for the provision of public services	Within 20 (twenty) business days, and for large deposits and strategic subsoil areas - within 60 (sixty) business days from the date of receipt of the application and the documents attached to it.
4.	Form of provision of public services	Electronic (partly automated).
5.	The result of the provision of public services	Issuance of permission to transfer the subsoil use right (share in the subsoil use right) and (or) objects associated with the subsoil use right. Issuance of permission to issue shares and other securities, which are objects associated with the right to subsoil use, for circulation on the organized securities market. Reasoned refusal to provide the public service.
6.	The amount of payment charged from the service recipient in the provision of public services, and methods of its collection in cases provided for by the legislation of the Republic of Kazakhstan	The public service is provided to the service recipient free of charge.
		1) service provider - from Monday to Friday, in accordance with the

7.	Schedule	<p>established work schedule from 9:00 to 18:30, except for weekends and holidays, in accordance with the Labor Code of the Republic of Kazakhstan dated November 23, 2015 with a lunch break from 13:00 hours until 2:30 pm.</p> <p>2) the web portal of "electronic government" - around the clock, except for technical breaks due to repair work (when the service recipient contacts after the end of working hours, on weekends and holidays in accordance with the Labor Code of the Republic of Kazakhstan, acceptance of applications and issuance of the results of the provision of public services carried out the next business day).</p>
		<p>To receive a public service, the service recipient fills out an application on the "e-government" web portal with electronic copies of notarized documents confirming the information specified in the application:</p> <p>An application for issuing a permit to transfer the subsoil use right (share in the subsoil use right) and (or) objects associated with the subsoil use right is filled out in accordance with Appendix 2 to these Rules:</p> <p>The following information and documents are attached to the application:</p> <p>1) information about the person (organization) that has (has) the intention to acquire the right to subsoil use (share in the right to subsoil use) and (or) objects associated with the right to subsoil use:</p> <p>for individuals - the surname, name and report (if it is indicated in the identity document) of the acquirer, place of residence, citizenship, information about identity documents);</p> <p>for legal entities - the name of the acquirer, its location, an indication of its state affiliation, information about state registration as a legal</p>

8.

List of documents and information required for the provision of public services

entity, information about managers and their powers, information about persons, organizations and states that have the ability to directly or indirectly determine decisions taken the applicant;

2) an indication of the acquired subsoil use right (share in the subsoil use right) and (or) objects associated with the subsoil use right;

3) the basis for the transfer of the subsoil use right (share in the subsoil use right) and (or) objects associated with the subsoil use right;

4) information about the financial and technical capabilities of a person who intends to acquire the right to subsoil use (share in the right to subsoil use) to conduct exploration and (or) production of hydrocarbons, uranium production, confirming its compliance with the requirements of the Code of the Republic of Kazakhstan "On subsoil and subsoil use" (hereinafter referred to as the Code), presented upon granting such a subsoil use right (not required in case of transfer of objects associated with the subsoil use right);

5) confirmation of the applicant that all information about him/her, specified in the application and the documents attached to it, are reliable ;

6) last name, first name and patronymic (if it is indicated in the identity document) of the person who signed the application on behalf of the applicant, information about the identity document.

If the provisions of Article 43 of the Code on the Priority Right of the State are applied, in addition to the information provided for in subparagraphs 1) - 6), the application for a permit must additionally contain information about the price of the transaction for the transfer of the subsoil use right (share in the subsoil use right) and (or) objects related with the right to subsoil use and on the procedure for its payment

An application for issuing a permit to issue shares and other securities that are objects associated with the right to subsoil use for circulation on the organized securities market is filled out in accordance with Appendix 3 to these Rules:

1) the full name of the issuing organization whose shares or other securities, which are objects associated with the right to subsoil use, are subject to release into circulation on the organized securities market;

2) an indication of a subsoil plot to which shares or other securities related to it belong, subject to release into circulation on an organized securities market;

3) information on the amount of the authorized capital of the issuing organization whose shares or other securities, which are objects associated with the right to subsoil use, are subject to release into circulation on the organized securities market;

4) information (type and total number) on securities, including derivative securities of the organization, their underlying assets or other forms of equity participation, which are objects associated with the right to subsoil use and are subject to release into circulation on the organized securities market;

5) information about the underwriter (if any);

6) information about the organized securities market where the listing will be carried out;

7) information on the number of shares or other securities that are objects associated with the right to subsoil use and are subject to release into circulation on the organized securities market;

8) a written confirmation of the applicant that all information about him/her specified in the application and the documents attached to it are reliable;

		<p>9) last name, first name, patronymic (if any), date, information about the identity document of the person who signed the application.</p> <p>An application for issuing permission to issue shares or other securities that are objects associated with the right to subsoil use for circulation on the organized securities market in the event of their placement as part of an additional issue (release) is submitted by the issuer.</p> <p>In cases where the issuance into circulation on the organized securities market is made by the holder of these shares or other securities, the application shall be submitted by such holder.</p>
9.	<p>Grounds for refusal to provide public services, established by the legislation of the Republic of Kazakhstan</p>	<p>In accordance with c paragraph 10 of Article 45 of the Code, the service provider refuses to issue a permit in the following cases:</p> <ol style="list-style-type: none"> 1) if the transfer of the right to subsoil use (share in the right to subsoil use) and (or) objects associated with the right to subsoil use will result in non-compliance with the requirements for ensuring the national security of the country, including the concentration of subsoil use rights; 2) if the transfer of the subsoil use right (share in the subsoil use right) and (or) objects associated with the subsoil use right will result in the concentration of rights under the subsoil use contract; 3) if the application for a permit does not comply with the requirements of the Code; 4) if the transfer of the subsoil use right (share in the subsoil use right) and (or) objects associated with the subsoil use right is prohibited by the Code; 5) if the transfer of the subsoil use right (share in the subsoil use right) is carried out for a subsoil plot where the subsoil user is prohibited from conducting subsoil use operations or

		<p>certain types of work in accordance with the imposed administrative penalty;</p> <p>6) implementation by the state of the priority right;</p> <p>7) if the transfer of the subsoil use right (share in the subsoil use right) and (or) objects associated with the subsoil use right does not comply with the provisions of international treaties concluded by the Republic of Kazakhstan.</p>
10.	Other requirements, taking into account the specifics of the provision of public services, including those provided in electronic form and through the State Corporation	<p>The service recipient has the opportunity to receive public services in electronic form through the "electronic government" web portal, subject to the availability of an EDS.</p> <p>The service recipient has the opportunity to obtain information on the procedure for the provision of public services at the help desk of the Unified Contact Center for the provision of public services: 1414.</p>

Appendix 2
to the rules for the provision of
public services of the Ministry of
Energy of the Republic of
Kazakhstan "Transfer of the right
to subsoil use and (or) objects
related to the right to subsoil use"
The form
At _____
(full name of the service provider)

**Application for issuance of a permit to transfer the subsoil use right
(share in the subsoil use right) and (or) objects associated with the subsoil use right**

I request permission to _____.

1. Information about the person (organization) that has (has) the intention to acquire the subsoil use right (share in the subsoil use right) and (or) objects related to the subsoil use right : _____;

for individuals (last name, first name and patronymic (if it is indicated in the document, identity document) of the acquirer, place of residence, citizenship, information about identity documents);

_____;
information about persons, organizations and states that have the ability to directly or indirectly determine the decisions made by the applicant);

2. Indication of the acquired subsoil use right (share in the subsoil use right) and (or) objects related to the subsoil use right: _____
_____;

3. Grounds for the transfer of the subsoil use right (share in the subsoil use right) and (or) objects related to the subsoil use right: _____;

(Indicate information about the transaction price and the procedure for its payment)

4. Information on the financial and technical capabilities of a person who intends to acquire the right to subsoil use (a share in the right to subsoil use) to conduct exploration and (or) production of hydrocarbons, uranium production, confirming its compliance with the requirements of the Code , which are required when granting such a subsoil use right (not required in in case of transfer of objects related to the right to subsoil use): _____
_____;

In accordance with paragraph 4 of Article 66 of the Administrative Procedure and Procedure Code of the Republic of Kazakhstan, I am aware of the responsibility for providing false information. I confirm the accuracy of the information indicated in the application and the documents attached to the application. Applicant (the person who signed the application on behalf of the applicant): _____

(last name, first name and patronymic (if it is indicated in the identity document)

of the person who signed the application on behalf of the applicant, information about the document proving his identity). Note: application and the documents attached to it are drawn up in the state and Russian languages.

All documents attached to the application must be drawn up in the state and Russian languages. If the application is submitted by a foreigner or a foreign legal entity, such documents may also be drawn up in another language with the obligatory attachment to each document of an electronic copy of the translation into the state and Russian languages, the correctness of which is certified by a notary in accordance with paragraph 5 of Article 45 of the Code of the Republic of Kazakhstan "On subsoil and subsoil use ".

Appendix 3
to the rules for the provision of
public services of the Ministry of
Energy of the Republic of
Kazakhstan "Transfer of the right
to subsoil use and (or) objects
related to the right to subsoil use"

The form

at _____
(full name of the service provider)

Application for issuance of permission to issue shares and other securities, which are objects associated with the right to subsoil use, for circulation on the organized securities market

I request permission to _____.

(In the case of an application for placement within the framework of an additional issue (issue), it is submitted by the issuer, and in cases where the issue for circulation on the organized securities market is made by the holder of these shares or other securities, the application is submitted by such holder)

1) full name of the issuing organization, whose shares or other securities, which are objects associated with the right to subsoil use, are subject to circulation on the organized securities market:

_____;

2) an indication of the subsurface area to which shares or other securities related to it are subject to issuance in the organized securities market:

_____;

3) information on the amount of the authorized capital of the issuing organization whose shares or other securities, which are objects associated with the right to subsoil use, are subject to release into circulation on the organized securities market: _____

_____;

4) information (type and total number) on securities, including derivative securities of the organization, their underlying assets or other forms of equity participation, which are objects associated with the right to subsoil use and are subject to release into circulation on the organized securities market: _____;

5) information about the underwriter (if any): _____;

6) information about the organized securities market where the listing will be carried out:

_____;

7) information about the number of shares or other securities that are objects associated with the right to subsoil use, and subject to release into circulation on the organized securities market: _____;

In accordance with paragraph 4 of Article 66 of the Administrative Procedure Code of the Republic of Kazakhstan on liability for providing false information I confirm the accuracy of the information indicated in the application and the documents attached to the application.


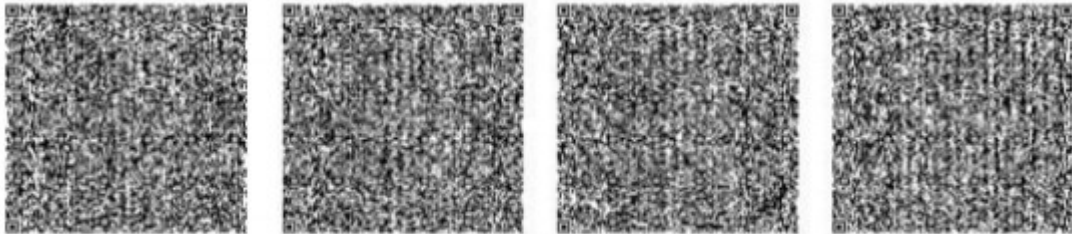
The applicant (the person who signed the application on behalf of the applicant):

(last name, first name and patronymic (if indicated in the identity document) of the person who signed the application on behalf of the applicant, information about the document proving his identity).

Note: the application and the documents attached to it are drawn up in the state and Russian languages. All documents attached to the application must be drawn up in the state and Russian languages. If the application is submitted by a foreigner or a foreign legal entity, such documents may also be drawn up in another language with the obligatory attachment to

each document of an electronic copy of the translation of the state and Russian languages, the correctness of which is certified by a notary in accordance with paragraph 5 of Article 45 of the Code of the Republic of Kazakhstan “On subsoil and subsoil use ”.

Appendix 4
to the rules for the provision of
public services of the Ministry of
Energy of the Republic of
Kazakhstan "Transfer of the right
to subsoil use and (or) objects
related to the right to subsoil use"
The form

[Name of the MA in the state language)] details of the MA in the official language		[Name of the MA (in Russian)] Details of the MA in Russian
Reasoned refusal to further consider the application / in the provision of public services		
Number: [number]	[name of applicant]	
Date of Issue: [Date of Issue]		
[Name of MA], having reviewed your application dated [Application Date] Year № [Application Number], informs _____ . [Rejection reason].		
[Position of signer]	[Surname, First name, Patronymic (if any) of the signatory]	
		
Данный документ согласно пункту 1 статьи 7 ЗРК от 7 января 2003 года «Об электронном документе и электронной цифровой подписи» равнозначен документу на бумажном носителе.		

Appendix 2
to the order of the
Minister of Energy of the
Republic of Kazakhstan dated
May 29, 2020 № 214

Rules for the provision of public services of the Ministry of Energy of the Republic of Kazakhstan "Conclusion (signing) of contracts for subsoil use for hydrocarbons and uranium mining"

Footnote. The rules are as amended by the order of the Minister of Energy of the Republic of Kazakhstan dated August 31, 2021 № 281 (shall be enforced sixty calendar days after the day of its first official publication).

Chapter 1. General Provisions

1. These Rules for the provision of public services by the Ministry of Energy of the Republic of Kazakhstan "Conclusion (signing) of contracts for subsoil use for hydrocarbons and uranium mining" (hereinafter referred to as the Rules) are developed in accordance with subparagraph 1) of Article 10 of the Law of the Republic of Kazakhstan "On Public Services" (hereinafter - Law) and determine the procedure for the provision of the public service of the Ministry of Energy of the Republic of Kazakhstan "Conclusion (signing) of contracts for subsoil use for hydrocarbons and uranium mining" (hereinafter referred to as the public service).

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

1) personal account - a section of the "electronic government" web portal, which contains personal information about the user, collected from various state databases;

2) the service recipient - individuals and legal entities, with the exception of central state bodies, foreign missions of the Republic of Kazakhstan, local executive bodies of regions, cities of republican significance, the capital, districts, cities of regional significance, akims of districts in the city, cities of district significance, towns, villages, rural districts;

3) service provider - central state bodies, foreign institutions of the Republic of Kazakhstan, local executive bodies of regions, cities of republican significance, the capital, districts, cities of regional significance, akims of districts in the city, cities of district significance, towns, villages, rural districts, as well as physical and legal persons providing public services in accordance with the legislation of the Republic of Kazakhstan;

4) public service - one of the forms of implementation of certain state functions, carried out individually at the request or without the request of service recipients and aimed at realizing their rights, freedoms and legitimate interests, providing them with appropriate material or intangible benefits;

5) "electronic government" web portal - an information system that is a single window for access to all consolidated government information, including the regulatory legal framework, and to electronic public services.

2-1. The service provider shall ensure that information on the introduction of amendments and/or additions to these Rules shall be sent to the unified contact center within three working days from the date of their implementation.

Footnote. Chapter 1 – as added by paragraph 2-1 in accordance with the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Chapter 2. The procedure for the provision of public services

3. The public service shall be provided by the Ministry of Energy of the Republic of Kazakhstan (hereinafter referred to as the service provider) paper or electronically.

In order to receive a public service, the service recipient shall submit through the information system of the electronic government web portal or the office of the service provider the necessary documents specified in paragraph 8 of the List of basic requirements for the public service provision "Conclusion (signing) of subsoil use contracts for hydrocarbons and uranium mining" (hereinafter referred to as the List) in accordance with Annex 1 to the Rules.

Footnote. Paragraph 3 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

4. The main requirements for the public service provision through the e-government web portal or the office of the service provider, including the description of the process, the form, content and result of the provision, the grounds for refusing to provide public service, as well as other information taking into account the peculiarities of the public service provision, shall be set out in the List.

Footnote. Paragraph 4 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

5. Upon receipt of the documents of the service recipient specified in paragraph 8 of the List through the "electronic government" web portal on the day of their receipt, they shall be automatically received and registered in accordance with the service provider's work schedule

Upon receipt of the service recipient's documents specified in Paragraph 8 of the List, the service provider's office shall receive and register them on the day of their receipt in accordance with the work schedule. Confirmation of acceptance of the application with annexes shall be registration (stamp, incoming number and date) in the office of the service provider, indicating the surname, name, patronymic (if any) of the individual who accepted the applications with the attached documents.

Footnote. Paragraph 5 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

6. The responsible contractor of the service provider shall check the completeness of the submitted documents within 5 (five) working days from the date of registration of the application.

If the service recipient submits an incomplete package of documents, the responsible contractor of the service provider shall, within the period specified in the first part of this

paragraph, send a reasoned refusal to further consider the application in the form specified in Annex 2 to these Rules.

If the service recipient submits a complete package of documents, the responsible contractor of the service provider shall consider them for compliance with the requirements of the Code of the Republic of Kazakhstan "On subsoil resources and subsoil use" (hereinafter referred to as the Code) within the period specified in Part 1 of this paragraph and shall send a request to the service provider's structural subdivisions for a conclusion.

Footnote. Paragraph 6 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

7. Structural divisions after submitting a request within 6 (six) working days prepare conclusions and submit them to the responsible executor of the service provider.

8. Within nine (9) working days, the responsible contractor of the service provider shall consider the conclusion of structural subdivisions, shall prepare a contract for subsoil use for hydrocarbons and uranium production for signing by the head of the service provider, or prepare a preliminary decision on refusal to provide public services in accordance with Annex 2 to these Rules on the grounds specified in Paragraph 9 of the List.

Footnote. Paragraph 8 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

9. In case of identification of the basis for refusal to provide public services on the basis specified in Paragraph 9 of the List, the service provider shall be no later than 3 (three) working days before the completion of the term of the public service provision in accordance with Article 73 of the Administrative procedure code of the Republic of Kazakhstan, shall send the service recipient a notice of a preliminary decision on the refusal of the public service provision, as well as the time and place of hearing in order to be able to express a position to the service recipient by a preliminary decision.

The hearing procedure shall be carried out in accordance with Article 73 of the Administrative procedure code of the Republic of Kazakhstan.

Based on the results of the hearing, the head of the service provider shall make one of the following decisions:

- 1) sign the Hydrocarbon subsoil use contract, the uranium mining subsoil use contract;
- 2) refuse to sign the Hydrocarbon subsoil use contract, the uranium mining subsoil use contract.

Footnote. Paragraph 9 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

10. The head of the service provider, within the period specified in part one of clause 8 of these Rules, signs a contract for subsoil use for hydrocarbons, a contract for subsoil use for

the extraction of uranium, after which the responsible executor of the service provider sends it to the "personal account" of the service recipient through the web portal "electronic government" or the office of the service provider if the service recipient submits documents through the office of the service provider.

Chapter 3. Procedure for appealing against decisions, actions (inaction) of the service provider and (or) its officials on the provision of a public service

11. To appeal against decisions, actions (inactions) of the service provider and (or) its officials on the provision of public services, the complaint is filed no later than 3 (three) months from the date when the service recipient became aware of the adoption of an administrative act or the commission of actions (inactions) by the service provider:

to the body considering the complaint (superior administrative body and (or) official);

to the authorized body for assessing and monitoring the quality of the provision of public services;

in the name of the management of the service provider directly providing the public service.

The complaint of the service recipient in accordance with paragraph 2 of Article 25 of the Law is subject to consideration:

a service provider directly providing a public service within 5 (five) working days from the date of its registration;

by the authorized body for assessing and monitoring the quality of the provision of public services within 15 (fifteen) working days from the date of its registration.

The term for considering a complaint by a service provider, an authorized body for assessing and monitoring the quality of public services in accordance with paragraph 4 of Article 25 of the Law is extended by no more than 10 (ten) working days if necessary:

1) conducting an additional study or inspection on the basis of a complaint or an on-site inspection;

2) obtaining additional information.

In the event of an extension of the term for considering a complaint, the official authorized to consider complaints, within 3 (three) business days from the date of the extension of the term for considering a complaint, informs in writing (when filing a complaint on paper) or in electronic form (when filing a complaint in electronic form) to the complainant about the extension of the term for consideration of the complaint, indicating the reasons for the extension.

If a complaint is received in accordance with paragraph 4 of Article 91 of the APPC RK, the service provider sends it to the body considering the complaint within 3 (three) business days from the date of its receipt. The complaint is not sent by the service provider to the body considering the complaint in the event of the adoption of a favorable act, the performance of an administrative action that fully satisfies the requirements specified in the complaint.

The term for consideration of a complaint by the body considering the complaint is 20 (twenty) working days from the date of receipt of the complaint.

12. In case of disagreement with the decision of the body considering the complaint, the service recipient applies to another body considering the complaint or to the court in accordance with paragraph 6 of Article 100 of the APPC RK.

Appendix 1
to the Rules for the provision of
public services of the Ministry of
Energy of the Republic of
Kazakhstan "Conclusion (signing)
of contracts for subsoil use for
hydrocarbons and uranium
mining"

List of basic requirements for the public service provision "Conclusion (signing) of subsoil use contracts for hydrocarbons and uranium production"

Footnote. The title of Annex 1 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Footnote. Annex 1 as amended by the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Name of the public service "Conclusion (signing) of subsoil use contracts for hydrocarbons and uranium mining." Name of subspecies of public service: 1) obtaining a contract for exploration and production of hydrocarbons or a contract for exploration and production of hydrocarbons under a complex project following an auction for subsoil use; 2) obtaining a contract for the production of hydrocarbons or a contract for the production of hydrocarbons under a complex project following an auction for subsoil use; 3) obtaining a contract for exploration and production of hydrocarbons or a contract for exploration and production of hydrocarbons under a complex project following the results of the minute of direct negotiations; 4) obtaining a contract for the production of hydrocarbons or a contract for the production of hydrocarbons for a complex project following the results of the minute of direct negotiations; 5) obtaining a contract for uranium mining based on the results of the minute of direct negotiations in the field of uranium; 6) obtaining a contract for the production of hydrocarbons by subsoil users who carry out or carried out hydrocarbon exploration activities under subsoil use contracts concluded before the introduction of the Code (initial contract), subject to the transition to a standard contract for the production of hydrocarbons approved by order of the Minister of Energy of the Republic of Kazakhstan dated June 11, 2018 № 233 (registered in the Register of state registration of regulatory legal acts № 17140); 7) obtaining a contract for hydrocarbon production by subsoil users under production contracts concluded before the introduction of the Code (current contract), subject to the transition to standard hydrocarbon production contracts approved by order of the Minister of Energy of the Republic of Kazakhstan dated June 11, 2018 № 233 (registered in the Register of state registration of regulatory legal acts № 17140); 8) obtaining a contract for uranium mining during the consolidation of the production site and the period of pilot production; 9) obtaining a contract for exploration of hydrocarbons in accordance with international treaties.

1.	Name of the service provider	Ministry of Energy of the Republic of Kazakhstan.
2.	Methods of public service provision (channels of access)	The public service with all the above subspecies shall be carried out electronically (fully automated) / paper.
3.	The term for the provision of public services	from the moment of registration of the application by the service provider - 20 (twenty) working days;
4.	Form of provision of public services	Electronic (fully automated) / paper
5.	The result of the provision of public services	a subsoil use contract or a reasoned refusal to provide a public service reference to a standard
6.	The amount of payment charged from the service recipient in the provision of public services, and methods of its collection in cases provided for by the legislation of the Republic of Kazakhstan	The public service is provided to the service recipient free of charge.
7.	Schedule	<p>1) service provider - from Monday to Friday from 9.00 to 18.30 with a lunch break from 13.00 to 14.30, except weekends and holidays, in accordance with the labor legislation of the Republic of Kazakhstan; The schedule for receiving applications and issuing the results of the provision of public services is from 9.00 to 17.30 with a lunch break from 13.00 to 14.30.</p> <p>2) the portal - around the clock, with the exception of technical breaks due to repair work (when the service recipient contacts after the end of working hours, on weekends and holidays in accordance with the labor legislation of the Republic of Kazakhstan, the application is accepted and the result of the provision of the public service is issued on the next business day).</p>
		<p>1) to obtain a contract for exploration and production of hydrocarbons or a contract for exploration and production of hydrocarbons under a complex project following an auction for subsoil use: an application for the conclusion (signing) of a contract for the exploration and production of hydrocarbons or a contract for the</p>

exploration and production of hydrocarbons under a complex project following an auction in the form specified in Annex 3 to these Rules;

signed for its part a contract for exploration and production of hydrocarbons or a contract for exploration and production of hydrocarbons under a complex project in 3 (three) copies developed in accordance with a standard contract for the exploration and production of hydrocarbons or a standard contract for the exploration and production of hydrocarbons under a complex project approved by order of the Minister of Energy of the Republic of Kazakhstan dated June 11, 2018 № 233 (registered in the register of state registration of regulatory legal acts № 17140);

a work program containing the scope, description and timing of the work during the exploration period and meeting the minimum requirements for the scope and types of work at the subsoil block during the exploration period, which shall be an integral part of the subsoil use contract for the exploration and production of hydrocarbons;

an annex to the subsoil use contract, which shall be an integral part of it, establishing, in accordance with Article 110 of the Code of the Republic of Kazakhstan "On subsoil and subsoil use" (hereinafter referred to as the Code), a subsoil plot on which the service recipient shall have the right to conduct operations for the exploration and (or) production of hydrocarbons (electronic copy if submitted through the web portal "electronic government");

a copy and original of the payment order confirming payment of the subscription bonus for reconciliation ;

2) to obtain a contract for the production of hydrocarbons or a contract for the production of hydrocarbons for a complex project

based on the results of an auction for subsoil use:

an application for the conclusion (signing) of a subsoil use contract for the production of hydrocarbons or a contract for the production of hydrocarbons under a complex project following an auction in the form specified in Annex 4 to the Rules;

signed for its part a contract for the production of hydrocarbons or a contract for the production of hydrocarbons for a complex project in 3 (three) copies developed in accordance with a standard contract for the production of hydrocarbons or a standard contract for the production of hydrocarbons under a complex project approved by order of the Minister of Energy of the Republic of Kazakhstan dated June 11, 2018 № 233 (registered in the register of state registration of regulatory legal acts № 17140);

an annex to the subsoil use contract, which shall be an integral part of it, establishing, in accordance with Article 110 of the Code, the subsoil area on which the service recipient shall be entitled to conduct hydrocarbon production operations; original payment order confirming payment of the subscription bonus;

3) to obtain a contract for the exploration and production of hydrocarbons or a contract for the exploration and production of hydrocarbons for a complex project following the results of the protocol of direct negotiations:

signed for its part a contract for exploration and production of hydrocarbons or a contract for exploration and production of hydrocarbons under a complex project in 3 (three) copies developed in accordance with a standard contract for the exploration and production of hydrocarbons or a standard contract for the exploration and production of hydrocarbons under a complex project approved by order of the Minister of Energy of

8.

List of documents and data for public service provision

the Republic of Kazakhstan dated June 11, 2018 № 233 (registered in the register of state registration of regulatory legal acts № 17140);
a work program containing the scope, description and timing of the work during the exploration period and meeting the minimum requirements for the scope and types of work at the subsoil block during the exploration period, which shall be an integral part of the subsoil use contract for the exploration and production of hydrocarbons;
an annex to the subsoil use contract, which shall be an integral part of it, establishing, in accordance with Article 110 of the Code, a subsoil area on which the service recipient shall be entitled to conduct operations for the exploration and (or) production of hydrocarbons;
copy and original of the payment order for exploration and/or production of hydrocarbons;
a copy and original of the payment order confirming payment of the subscription bonus for reconciliation;
4) to obtain a contract for the production of hydrocarbons or a contract for the production of hydrocarbons for a complex project following the results of the protocol of direct negotiations:
signed for its part a contract for the production of hydrocarbons or a contract for the production of hydrocarbons for a complex project in 3 (three) copies developed in accordance with a standard contract for the production of hydrocarbons or a standard contract for the production of hydrocarbons under a complex project approved by order of the Minister of Energy of the Republic of Kazakhstan dated June 11, 2018 № 233 (registered in the register of state registration of regulatory legal acts № 17140);
an annex to the subsoil use contract, which shall be an integral part of it, establishing, in accordance with Article 110 of the Code, the subsoil

area on which the service recipient shall be entitled to conduct hydrocarbon production operations; a copy and original of the payment order confirming payment of the subscription bonus for reconciliation ;

5) to obtain a contract for uranium mining following the results of the protocol of direct negotiations in the field of uranium:

signed for its part a contract for uranium mining in 3 (three) copies, developed in accordance with a standard contract for uranium mining approved by order of the Minister of Energy of the Republic of Kazakhstan dated June 11, 2018 № 233 (registered in the register of state registration of regulatory legal acts № 17140);

a copy and original of the payment order confirming payment of the subscription bonus for reconciliation ;

6) to obtain a contract for the production of hydrocarbons by subsoil users who carry out or carried out hydrocarbon exploration activities under subsoil use contracts concluded before the introduction of the Code

(initial contract) subject to the transition to a standard hydrocarbon production contract approved by order of the Minister of Energy of the Republic of Kazakhstan dated June 11, 2018 № 233 (registered in the register of state registration of regulatory legal acts № 17140):

an application for obtaining a contract for the production of hydrocarbons in accordance with Annex 5 to the Rules;

signed for its part a contract for subsoil use for the production of hydrocarbons in 3 (three) copies, developed in accordance with a standard contract for the production of hydrocarbons approved by order of the Minister of Energy of the Republic of Kazakhstan dated June

11, 2018 № 233 (registered in the register of state registration of regulatory legal acts № 17140);

a report on the estimation of reserves approved by the subsoil user and received a positive conclusion of the state expert review of the subsoil;

7) to obtain a contract for hydrocarbon production by subsoil users under production contracts concluded before the introduction of the Code (current contract), subject to the transition to standard hydrocarbon production contracts approved by order of the Minister of Energy of the Republic of Kazakhstan dated June 11, 2018 № 233 (registered in the register of state registration of regulatory legal acts № 17140):

an application for obtaining a contract for the production of hydrocarbons in accordance with Annex 6 to the Rules;

signed for its part a contract for subsoil use for the production of hydrocarbons in 3 (three) copies, developed in accordance with a standard contract for the production of hydrocarbons approved by order of the Minister of Energy of the Republic of Kazakhstan dated June 11, 2018 № 233 (registered in the register of state registration of regulatory legal acts № 17140);

approved by the subsoil user and received positive conclusions of the field development project stipulated by the Code and other Laws of the Republic of Kazakhstan;

8) to obtain a contract for uranium mining during the consolidation of the production site and the period of pilot production:

Statement on consolidation of the production area and pilot production period in accordance with Annex 7 to the Rules;

signed for its part a contract for uranium mining in 3 (three) copies, developed in accordance with a standard contract for uranium mining approved by order of the Minister of Energy of the Republic of

Kazakhstan dated June 11, 2018 № 233 (registered in the register of state registration of regulatory legal acts № 17140);

9) to obtain a contract for hydrocarbon exploration in accordance with international treaties:

a contract application for hydrocarbon exploration in the form set out in Annex 8 to the Rules;

a contract signed for the exploration of hydrocarbons in three (3) copies;

a work program containing the scope, description and timing of the work during the exploration period determined as a result of direct negotiations, attached to the contract for the exploration of hydrocarbons as an integral part thereof;

a copy and original of the payment order confirming payment of the subscription bonus for reconciliation.

In the case of an electronic government web portal, the service recipient shall submit the necessary documents in electronic digital form and certified by electronic digital signature.

Information on identity documents, state registration (re-registration) of a legal entity, an individual entrepreneur, the service provider's executor shall receive from the relevant state information systems through the web portal "electronic government."

In accordance with paragraph 2 of Article 19-1 of the Law of the Republic of Kazakhstan "On Public Services", the service provider refuses to provide public services on the following grounds:

1) establishing the unreliability of the documents submitted by the service recipient for the receipt of the public service, and (or) the data (information) contained in them;

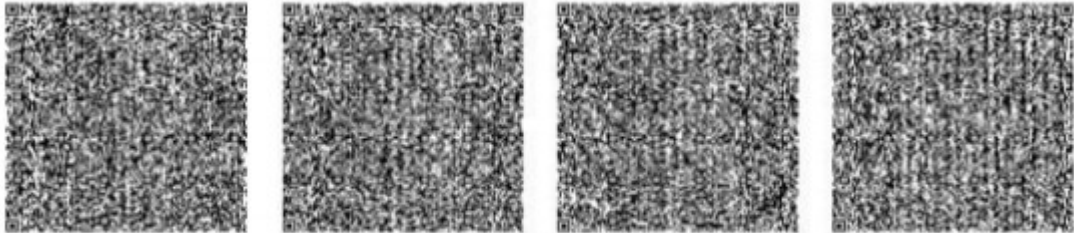
2) non-compliance of the service recipient and (or) the submitted materials, objects, data and information necessary for the provision of the public service with

Grounds for refusal to provide public services, established by the

	legislation of the Republic of Kazakhstan	<p>the requirements established by the Code;</p> <p>3) in relation to the service recipient, there is a court decision (verdict) that has entered into force on the prohibition of activities or certain types of activities requiring the receipt of this public service;</p> <p>4) in relation to the service recipient there is a court decision that has entered into force, on the basis of which the service recipient is deprived of a special right related to the receipt of a public service.</p>
10.	Other requirements taking into account the peculiarities of the public service provision, including those provided in electronic form and through the state corporation	<p>1) The service recipient shall be able to receive the state service in electronic form through the "e-government" web portal provided that the electronic digital signature shall be available;</p> <p>2) addresses of places of public service provision shall be located at: 010000, Astana, Kabanbay Batyr Avenue, 19, block "A," phone: 8 (7172) 78-68-01.</p> <p>3) contact numbers of reference services for the public service provision shall be indicated on the www.gov.kz Internet resource, in the section "Ministry of Energy" in the subsection "Services." Unified contact center for the public service provision 1414, 8 800 080 7777.</p>

Appendix 2
to the Rules for the provision of public services of the Ministry of Energy of the Republic of Kazakhstan "Conclusion (signing) of contracts for subsoil use for hydrocarbons and uranium mining"
The form

[Name of the MA in the state language)] details of the MA in the state language		[Name of the MA (in Russian)] Details of the MA in Russian
Reasoned refusal to further consider the application / in the provision of public services		

Number: [number]	[name of applicant]
Date of Issue: [Date of Issue]	
[Name of MA], having reviewed your application dated [Application Date] Year № [Application Number], informs _____ . [Rejection reason].	
[Position of signer]	[Surname, First name, Patronymic (if any) of the signatory]
	
<p><small>Данный документ согласно пункту 1 статьи 7 ЗРК от 7 января 2003 года «Об электронном документе и электронной цифровой подписи» равнозначен документу на бумажном носителе.</small></p>	

Annex 3
to the Rules for public
service provision
of the Ministries of Energy
Republic of Kazakhstan
"Conclusion
(signing) contracts
for subsoil use
by hydrocarbons
and uranium mining"

Footnote. Annex 3 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Form

Application for the conclusion (signing) of a contract for exploration and production of hydrocarbons or a contract for exploration and production of hydrocarbons for a complex project following an auction

_____ (name of the service provider)

Real _____

(indicate the surname, first name, patronymic (if any) of an individual/name of a legal entity)

shall request to conclude a contract for exploration and production of hydrocarbons.

In accordance with paragraph 4 of Article 66 of the Administrative Procedure Code of the Republic of Kazakhstan, I am hereby aware of the responsibility for providing inaccurate information.

I hereby confirm the accuracy of the data presented.

According to subparagraph 12 of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan "On public services," I hereby agree to the use of information constituting a secret protected by the Law contained in information systems.

Additionally attached to the application shall be:

(last name, first name, patronymic (if any)) (signature)

" ___ " _____ 20

Annex 4
to the Rules for public
service provision
of the Ministries of Energy
Republic of Kazakhstan
"Conclusion
(signing) contracts
for subsoil use
by hydrocarbons
and uranium mining"

Footnote. Annex 4 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Form

Application for the conclusion (signing) of a subsoil use contract for the production of hydrocarbons or a contract for the production of hydrocarbons for a complex project following an auction

(name of the service provider)

I hereby _____

(indicate the surname, first name, patronymic (if any) of an individual/name of a legal entity)

request to conclude a hydrocarbon production contract.

In accordance with paragraph 4 of Article 66 of the Administrative Procedure Code of the Republic of Kazakhstan, I am hereby aware of the responsibility for providing inaccurate information.

I hereby confirm the accuracy of the data presented.

According to subparagraph 12 of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan "On public services," I hereby agree to the use of information constituting a secret protected by the Law contained in information systems.

Additionally attached to the application shall be:

(last name, first name, patronymic (if any)) (signature)

" _ " _____ 20__

Appendix 5
to the Rules for the provision of
public services of the Ministry of
Energy of the Republic of
Kazakhstan "Conclusion (signing)
of contracts for subsoil use for
hydrocarbons uranium mining"
The form

Application for the conclusion (signing) of a contract for subsoil use for the production of hydrocarbons (initial contract)

(name of service provider)

Hereby _____

(indicate the surname, name, patronymic (if any) of an individual / name of a legal entity, email address, mobile phone number) having the right to subsoil use under Contract № _____ dated __. __. ____ year for _____ hydrocarbons requests the transition to the production stage. Production site _____

Duration of the preparatory period (not exceeding three years) _____.

In accordance with paragraph 4 of Article 66 of the Administrative Procedural and Procedural Code of the Republic of Kazakhstan, I am aware of the responsibility for providing false information. I confirm the accuracy of the data presented .According to subparagraph 12 of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan

“On Public Services”, I agree to the use of information constituting a secret protected by law contained in information systems.

The application is additionally attached:

(last name, first name, patronymic (if any)), (signature)

" _ " _____ 20__

Appendix 6
to the Rules for the provision of
public services of the Ministry of
Energy of the Republic of
Kazakhstan "Conclusion (signing)
of contracts for subsoil use for
hydrocarbons uranium mining"
The form

Application for the conclusion (signing) of a contract for subsoil use for the production of hydrocarbons (current contract)

(name of service provider)

Hereby _____ (indicate the last name, first name, patronymic (if any) of an individual / name of a legal entity, email address, mobile phone number) having the right to subsoil use under Contract № ____ dated __. __. ____ year for _____ hydrocarbons asks to conclude a contract for the production of hydrocarbons in a new edition, developed in accordance with a standard contract for the production of hydrocarbons.

Production site _____.

In accordance with paragraph 4 of Article 66 of the Administrative Procedural and Procedural Code of the Republic of Kazakhstan, I am aware of the responsibility for providing false information. I confirm the accuracy of the submitted data. In accordance with subparagraph 12 of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan

“On Public Services”, I agree to the use of information constituting a legally protected secret contained in information systems.

The application is additionally accompanied by:

(surname, first name, patronymic (if any)), (signature)

" __ " _____ 20 __ .

Appendix 7
to the Rules for the provision of
public services of the Ministry of
Energy of the Republic of
Kazakhstan "Conclusion (signing)
of contracts for subsoil use for
hydrocarbons uranium mining"
The form

Application for the conclusion (signing) of a contract for the extraction of uranium to secure the mining site and the period of pilot production of uranium

(name of service provider)

Hereby _____
(indicate the last name, first name, patronymic (if any) of an individual / name of a legal entity, email address, mobile phone number) requests to conclude a contract for the extraction of uranium and secure the mining site _____.

The duration of the pilot production period (not exceeding 4 (four) year) _____.

In accordance with paragraph 4 of Article 66 of the Administrative Procedure and Procedure Code of the Republic of Kazakhstan, I am aware of the responsibility for providing false information. I confirm the accuracy of the data provided.

In accordance with subparagraph 12 of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan "On Public Services", I agree to use constituting a secret protected by law contained in information systems.

The following is additionally attached to the application

- 1) a positive conclusion of the state expertise on the pilot production project _____;
- 2) information on the availability of reserves

 (surname, first name, patronymic (if any)), (signature)
 " __ " _____ 20__

Appendix 8
 to the Rules for the provision of
 public services of the Ministry of
 Energy of the Republic of
 Kazakhstan "Conclusion (signing)
 of contracts for subsoil use for
 hydrocarbons uranium mining"
 The form

Application for the conclusion (signing) of a subsoil use contract for hydrocarbon exploration

 (name of service provider)

(name of the applicant, its location, information on state registration as a legal entity (an extract from the trade register or other legalized document certifying that the applicant is a legal entity under the laws of a foreign state), information about the head, about individuals, legal entities, states and international organizations that directly or indirectly control the applicant, mobile phone number, email address)

(information on the applicant’s previous activities, including a list of states in which he has carried out his activities over the past three years)

(the territory of the subsoil area claimed by the applicant) asks to conclude a Contract for hydrocarbon exploration. I am aware of the responsibility for providing false information.

In accordance with paragraph 4 of Article 66 of the Administrative Procedure and Procedure Code of the Republic of Kazakhstan, I am aware of the responsibility for providing false information.

In accordance with subparagraph 12 paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan "On Public Services" agrees to the use of information constituting a secret protected by law contained in information systems.

The application is additionally attached:

(last name, first name, patronymic (if any)), (signature)

" ___ " _____ 20__

Appendix 3
to the order of the
Minister of Energy of the
Republic of Kazakhstan
dated May 29, 2020 № 214

**Rules for the provision of public services of the Ministry of Energy of the Republic of Kazakhstan
"Conclusion (signing) of additional agreements to contracts for subsoil use for hydrocarbons and uranium mining"**

Footnote. The rules are as amended by the order of the Minister of Energy of the Republic of Kazakhstan dated August 31, 2021 № 281 (shall be enforced sixty calendar days after the day of its first official publication).

Chapter 1. General Provisions

1. These Rules for the provision of public services by the Ministry of Energy of the Republic of Kazakhstan "Conclusion (signing) of additional agreements to contracts for subsoil use for hydrocarbons and uranium mining" (hereinafter referred to as the Rules) are developed in accordance with subparagraph 1) of Article 10 of the Law of the Republic of Kazakhstan "On Public Services" and determine the procedure for the provision of the public service of the Ministry of Energy of the Republic of Kazakhstan "Conclusion (signing) of additional agreements to contracts for subsoil use for hydrocarbons and uranium mining" (hereinafter referred to as the public service).

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

1) personal account is a section of the "electronic government" web portal, which contains personal information about the user, collected from various state databases;

2) the service recipient is individuals and legal entities, with the exception of central state bodies, foreign missions of the Republic of Kazakhstan, local executive bodies of regions, cities of republican significance, the capital, districts, cities of regional significance, akims of districts in the city, cities of district significance, towns, villages, rural districts;

3) service provider - central state bodies, foreign institutions of the Republic of Kazakhstan, local executive bodies of regions, cities of republican significance, the capital, districts, cities of regional significance, akims of districts in the city, cities of district significance, towns, villages, rural districts, as well as physical and legal persons providing public services in accordance with the legislation of the Republic of Kazakhstan;

4) public service - one of the forms of implementation of certain state functions, carried out individually at the request or without the request of service recipients and aimed at realizing their rights, freedoms and legitimate interests, providing them with appropriate material or intangible benefits;

5) "electronic government" web portal - an information system that is a single window for access to all consolidated government information, including the regulatory legal framework, and to electronic public services.

2-1. The service provider shall ensure that information on the introduction of amendments and/or additions to these Rules shall be sent to the unified contact center within three working days from the date of their implementation.

Footnote. Chapter 1 as added by paragraph 2-1 in accordance with the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Chapter 2. The procedure for the provision of public services

3. The public service shall be provided by the Ministry of Energy of the Republic of Kazakhstan (hereinafter referred to as the service provider) paper or electronically.

To obtain a public service, the service recipient shall submit through the information system of the electronic government web portal or the office of the service provider the necessary documents specified in paragraph 8 of the List of basic requirements for the public service provision of "Conclusion (signing) of additional agreements to subsoil use contracts for hydrocarbons and uranium mining" (hereinafter referred to as the List) in accordance with Annex 1 to the Rules.

Footnote. Paragraph 3 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

4. The main requirements for the public service provision through the e-government web portal or the office of the service provider, including the description of the process, the form,

content and result of the provision, the grounds for refusing to public service provide, as well as other information taking into account the peculiarities of the public service provision, shall be set out in the List.

Footnote. Paragraph 4 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

5. When signing an additional agreement to the contract, in cases provided for by paragraphs 2) - 11) of paragraph 8 of these Rules, the service recipient shall submit the necessary documents specified in paragraph 8 of the List through the e-government web portal or the service provider's office.

Upon receipt of the documents of the service recipient specified in paragraph 8 of the List through the "electronic government" web portal on the day of their receipt, they shall be automatically received and registered in accordance with the service provider's work schedule

Upon receipt of the service recipient's documents specified in Paragraph 8 of the List, the service provider's office receives and registers them on the day of their receipt in accordance with the work schedule. Confirmation of acceptance of the application with Annexes shall be registration (stamp, incoming number and date) in the office of the service provider, indicating the surname, name, patronymic (if any) of the person who accepted the applications with the attached documents.

Within one (1) working day from the moment of registration of documents in the office of the service provider, the head of the structural subdivision shall determine the responsible contractor of the service provider.

Footnote. Paragraph 5 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

6. The responsible contractor of the service provider shall check the completeness of the submitted documents within 5 (five) working days from the date of registration of the application.

If the service recipient submits an incomplete package of documents, the responsible contractor of the service provider shall, within the period specified in the first part of this paragraph, send a reasoned refusal to further consider the application in the form specified in Annex 2 to these Rules.

If the service recipient submits a complete package of documents, the responsible contractor of the service provider shall consider them for compliance with the requirements of the Code of the Republic of Kazakhstan "On subsoil resources and subsoil use" (hereinafter referred to as the Code) within the period specified in Part 1 of this paragraph and shall send a request to the service provider's structural subdivisions for a conclusion.

Footnote. Paragraph 6 – in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

7. Structural divisions after submitting a request within 5 (five) working days prepare conclusions and submit them to the responsible executor of the service provider.

8. Within ten (10) working days, the responsible contractor of the service provider shall consider the conclusion of structural subdivisions, prepare an addendum to the contract for subsoil use for hydrocarbons and uranium production for signing by the head of the service provider, or prepare a preliminary decision on refusal to provide state services in accordance with Annex 2 to these Rules on the grounds specified in Paragraph 9 of the List.

Footnote. Paragraph 8 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

9. In case of identification of the basis for refusal to provide public services on the basis specified in Paragraph 9 of the List, the service provider shall be no later than 3 (three) working days before the completion of the term of the public service provision in accordance with Article 73 of the Administrative procedure code of the Republic of Kazakhstan, shall send the service recipient a notice of a preliminary decision on the refusal of the public service provision, as well as the time and place of hearing in order to be able to express a position to the service recipient by a preliminary decision.

The hearing procedure shall be carried out in accordance with Article 73 of the Administrative procedure code of the Republic of Kazakhstan.

Based on the results of the hearing, the head of the service provider shall make one of the following decisions:

1) sign an additional agreement to the contract for subsoil use of hydrocarbons, an additional agreement to the contract for subsoil use of uranium;

2) refuse to sign an additional agreement to the contract for subsoil use for hydrocarbons, an additional agreement to the contract for subsoil use for uranium production.

Footnote. Paragraph 9 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

10. The head of the service provider, within the period specified in part one of paragraph 8 of these Rules, signs an additional agreement to the subsoil use contract for hydrocarbons, an additional agreement to the subsoil use contract for uranium mining, after which the responsible executor of the service provider sends it to the applicant through the web portal "e-Government" or the office of the service provider if the service recipient submits documents through the office of the service provider.

11. When signing an additional agreement to the contract, when transferring the right to use subsoil resources and a share in the right to use subsoil resources within 1 (one) working

day from the date of registration of the documents specified in paragraph 8 of the List, the service provider determines the responsible contractor of the service provider.

Within five (5) working days following the receipt of the documents specified in the first part of this paragraph of these Rules, the responsible contractor of the service provider shall check their completeness.

If the service recipient submits an incomplete package of documents, the responsible contractor of the service provider shall, within the period specified in the first part of this paragraph, send a reasoned refusal to further consider the application in the form specified in Annex 2 to these Rules.

If the service recipient submits a complete package of documents, the responsible contractor of the service provider shall consider them for compliance with the requirements of the Code within the period specified in the first part of this paragraph and send a request to the service provider's structural subdivisions to give the conclusion.

Footnote. Paragraph 11 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

12. Structural divisions after submitting a request within 3 (three) working days prepare conclusions and submit them to the responsible executor of the service provider.

13. Within eight (8) working days, the responsible contractor of the service provider shall consider the conclusion of structural subdivisions, prepare an addendum to the contract for subsoil use for hydrocarbons and uranium production for signing by the head of the service provider, or prepare a preliminary decision on refusal to provide state services in accordance with Annex 2 to these Rules on the grounds specified in Paragraph 9 of the List.

Footnote. Paragraph 13- in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

14. If the basis for the refusal to provide public services on the grounds specified in Paragraph 9 of the List is identified, the service provider shall be no later than 3 (three) working days before the completion of the term for the provision of public service in accordance with Article 73 of the Administrative procedure code of the Republic of Kazakhstan, shall send the service recipient a notice of a preliminary decision on the refusal of the public service provision, as well as the time and place of the hearing in order to be able to express a position to the service recipient by a preliminary decision.

The hearing procedure shall be carried out in accordance with Article 73 of the Administrative procedure code of the Republic of Kazakhstan.

Based on the results of the hearing, the head of the service provider shall make one of the following decisions:

1) sign an additional agreement to the contract for subsoil use of hydrocarbons, an additional agreement to the contract for subsoil use of uranium;

2) refuse to sign an additional agreement to the contract for subsoil use for hydrocarbons, an additional agreement to the contract for subsoil use for uranium production.

Footnote. Paragraph 14- in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

15. The head of the service provider, within the period specified in part one of paragraph 13 of these Rules, signs an addendum to the contract for subsoil use for hydrocarbons and uranium mining, after which the responsible executor of the service provider sends it to the service recipient in the "personal account" through the "electronic government" web portal or through the service provider's office if the service recipient submits documents through the service provider's office.

16. When signing an addendum to the contract when allocating a subsoil block within one (1) working day from the date of registration of the documents specified in Paragraph 8 of the List, the service provider shall determine the responsible contractor of the service provider.

Within five (5) working days following the receipt of the documents specified in the first part of this paragraph of these Rules, the responsible contractor of the service provider shall check their completeness.

If the service recipient submits an incomplete package of documents, the responsible contractor of the service provider shall, within the period specified in the first part of this paragraph, send a reasoned refusal to further consideration of the application in the form specified in Annex 2 to these Rules.

If the service recipient submits a complete package of documents, the responsible contractor of the service provider shall consider them for compliance with the requirements of the Code within the period specified in the first part of this paragraph and send a request to the service provider's structural subdivisions to give the conclusion.

Footnote. Paragraph 16- in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

17. Structural divisions, after submitting a request from the responsible executor of the service provider, within 2 (two) working days, prepare conclusions and submit them to the responsible executor of the service provider.

18. Within five (5) working days, the responsible contractor of the service provider shall consider the conclusion of structural subdivisions, prepare an additional agreement to the contract for subsoil use for hydrocarbons and uranium production for signing by the head of the service provider, or prepare a preliminary decision on refusal to provide state services in accordance with Annex 2 to these Rules on the grounds specified in Paragraph 9 of the List.

Footnote. Paragraph 18- in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

19. If the basis for the refusal to provide public services on the grounds specified in Paragraph 9 of the List is identified, the service provider shall be no later than 3 (three) working days before the completion of the term for the public service provision in accordance with Article 73 of the Administrative procedure code of the Republic of Kazakhstan, shall send the service recipient a notice of a preliminary decision on the refusal of the public service provision, as well as the time and place of the hearing in order to be able to express a position to the service recipient by a preliminary decision.

The hearing procedure shall be carried out in accordance with Article 73 of the Administrative procedural code of the Republic of Kazakhstan.

Based on the results of the hearing, the head of the service provider shall make one of the following decisions:

1) sign an additional agreement to the contract for subsoil use of hydrocarbons, an additional agreement to the contract for subsoil use of uranium;

2) refuse to sign an additional agreement to the contract for subsoil use for hydrocarbons, an additional agreement to the contract for subsoil use for uranium production.

Footnote. Paragraph 19- in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

20. The head of the service provider, within the period specified in part one of paragraph 18 of these Rules, signs an addendum to the contract for subsoil use for hydrocarbons and uranium mining, after which the responsible executor of the service provider sends it to the service recipient in the "personal account" through the information system of the web portal "electronic government" or through the office of the service provider if the service recipient submits documents through the office of the service provider.

Chapter 3. Procedure for appealing against decisions, actions (inaction) of the service provider and (or) its officials on the provision of a public service

21. To appeal against decisions, actions (inaction) of the service provider and (or) its officials on the provision of public services, the complaint is filed no later than 3 (three) months from the date when the service recipient became aware of the adoption of an administrative act or the commission of actions (inaction) by the service provider:

to the body considering the complaint (superior administrative body and (or) official);

to the authorized body for assessing and monitoring the quality of the provision of public services;

in the name of the management of the service provider directly providing the public service.

The complaint of the service recipient in accordance with paragraph 2 of Article 25 of the Law is subject to consideration:

a service provider directly providing a public service within 5 (five) working days from the date of its registration;

by the authorized body for assessing and monitoring the quality of the provision of public services within 15 (fifteen) working days from the date of its registration.

The term for considering a complaint by a service provider, an authorized body for assessing and monitoring the quality of public services in accordance with paragraph 4 of Article 25 of the Law is extended by no more than 10 (ten) working days if necessary:

1) conducting an additional study or inspection on the basis of a complaint or an on-site inspection;

2) obtaining additional information.

In the event of an extension of the term for considering a complaint, the official authorized to consider complaints, within 3 (three) business days from the date of the extension of the term for considering a complaint, informs in writing (when filing a complaint on paper) or in electronic form (when filing a complaint in electronic form) to the complainant about the extension of the term for consideration of the complaint, indicating the reasons for the extension.

If a complaint is received in accordance with paragraph 4 of Article 91 of the APPC RK, the service provider sends it to the body considering the complaint within 3 (three) business days from the date of its receipt. The complaint is not sent by the service provider to the body considering the complaint in the event of the adoption of a favorable act, the performance of an administrative action that fully satisfies the requirements specified in the complaint.

The term for consideration of a complaint by the body considering the complaint is 20 (twenty) working days from the date of receipt of the complaint.

22. In case of disagreement with the decision of the body considering the complaint, the service recipient applies to another body considering the complaint or to the court in accordance with paragraph 6 of Article 100 of the APPC RK.

Appendix 1
to the Rules for the provision of
public services of the Ministry of
Energy of the Republic of
Kazakhstan "Conclusion (signing)
of additional agreements to
contracts for subsoil use for
hydrocarbon production of
uranium"
The form

List of basic requirements for the public service provision "Conclusion (signing) of additional agreements to subsoil use contracts for hydrocarbons and uranium production"

Footnote. The title of Annex 1 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Footnote. Annex 1 as amended by the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Name of the public service "Conclusion (signing) of additional agreements to subsoil use contracts for hydrocarbons and uranium mining."		
Name of subspecies of public service:		
1) conclusion of an additional agreement to the contract when transferring the right to use of subsoil resources and a share in the right to use of subsoil resources;		
2) conclusion of an additional agreement to the contract when changing the information about the service recipient or the competent authority;		
3) conclusion of an additional agreement to the contract when securing the production area (s) and the preparatory period (preparatory periods);		
4) conclusion of an additional agreement to the contract when fixing the section (s) and the production period (s) or the production period (s);		
5) concluding an additional agreement to the contract when extending the exploration period (s);		
6) conclusion of an additional agreement to the contract for exploration and production under a complex project during the transition to the assessment stage;		
7) conclusion of an additional agreement to the contract for exploration and production under a complex project during the transition to the trial operation stage;		
8) conclusion of an additional agreement to the contract for exploration and production under a complex project during the transition to the production period;		
9) concluding an additional agreement to the exploration and production contract in connection with the transition to the terms of a standard contract for exploration and production under a complex project in the cases provided for by paragraph 7 of Article 116 and paragraph 40 of Article 278 of the Code;		
10) conclusion of an additional agreement to the contract when extending the production period (s);		
11) conclusion of an additional agreement to the contract when increasing or decreasing the subsoil block (s);		
12) conclusion of an additional agreement to the contract when allocating a subsoil block (s).		
1.	Name of the service provider	Ministry of Energy of the Republic of Kazakhstan.
2.	Methods of public service provision (Channels of access)	The public service with all the above subspecies shall be carried out electronically (fully automated)/ paper.
		From the moment of registration of the application by the service provider: when signing an additional agreement to the contract when changing the information about the service recipient, when fixing the production area and the preparatory period, when fixing the area and the production period or the production period, when extending the exploration period, when moving to the production period for a complex project, when switching to the terms

3.	Term of public service provision	<p>of a standard contract for exploration and production for complex projects, at the extension of the production period, at the extension of uranium production, at the expansion of the area, at increase of uranium area, at decrease of subsoil area, at transition to production stage, 20 (twenty) working days when signing an addendum to the contract.</p> <p>when signing an additional agreement to the contract when transferring the right to use of subsoil resources and a share in the right to use of subsoil resources - 15 (fifteen) working days.</p> <p>when signing an additional agreement to the contract when allocating a subsoil block, when moving to the stage of assessment for a complex project, when moving to the stage of trial operation for a complex project - 10 (ten) working days.</p>
4.	Form of provision of public services	Electronic (fully automated) / paper
5.	The result of the provision of public services	an additional agreement to the subsoil use contract or a reasoned refusal to provide a public service.
6.	The amount of payment charged from the service recipient in the provision of public services, and methods of its collection in cases provided for by the legislation of the Republic of Kazakhstan	The public service is provided to the service recipient free of charge.
7.	working schedule	<p>1) the service provider - from Monday to Friday from 9.00 to 18.30 with a break for lunch from 13.00 to 14.30, except for weekends and holidays, in accordance with the labor legislation of the Republic of Kazakhstan;</p> <p>Schedule for accepting applications from 9.00 to 17.00 with a lunch break from 13.00 to 14.30;</p> <p>The schedule for issuing the results of the public service provision - from 9.00 to 18.30;</p> <p>2) the portal - around the clock, with the exception of technical breaks in connection with the repair work (when the service recipient applies after the end of working hours, on weekends and holidays in</p>

accordance with the labor legislation of the Republic of Kazakhstan, the acceptance of an application and the issuance of the result of the public service provision shall be carried out the next working day).

To receive a public service, the recipient shall submit the following documents through the web portal of the "e-government" or the office of the service provider:

1) to obtain an additional agreement to the contract when transferring the right of subsoil use and a share in the right of subsoil use:

a statement on the transfer of the right to use of subsoil resources (a share in the right to use of subsoil resources) in the form set out in Annex 3 to the Rules;

an addendum signed by the service recipient to the subsoil use contract in 3 (three) copies;

a copy and original of the document on the basis of which the right to use subsoil resources for reconciliation shall be acquired;

a copy and original of the documents confirming the information on the acquirer of the right to use the subsoil (share in the right to use the subsoil) for reconciliation:

documents confirming compliance of the purchaser with the requirements of the Code;

written consent of the pledgee if the right to use the subsoil (share in the right to use the subsoil) is encumbered (encumbered) by the pledge;

written consent of all joint holders of subsoil use rights;

a positive decision of the service provider issued on the basis of the recommendations of the expert commission on subsoil use, which is an advisory and advisory body with the service provider in order to develop recommendations when considering applications acting on the basis of the requirements of Article 45 and paragraph 14 of Article 277 of the Code (hereinafter

referred to as the expert commission)

;

2) to obtain an additional agreement to the contract when changing the information about the service recipient or the competent authority: application for modification of information about the service recipient in the form specified in Annex 4 to the Rules;

documents confirming the need to amend the information about the service recipient;

an addendum to the contract signed by the service recipient in 3 (three) copies, providing for amendments to the information about the service recipient;

copies and originals of documents certifying the authority of the service recipient to sign an application for reconciliation;

3) to obtain an additional agreement to the contract when fixing the production site (s) and the preparatory period (preparatory periods):

a statement on the consolidation of the production area (s) and the preparatory period (s) in the form set out in Annex 5 to the Rules;

an addendum to the contract signed by the service recipient providing for the consolidation of the production site (s) and the preparatory period (s) and containing an annex to the contract establishing, in accordance with Article 110 of the Code, the production site (s) in 3 (three) copies

;

a report on the calculation of in-place reserves approved by the service recipient and received a positive conclusion of the state expert review of the subsoil;

a copy of the positive decision of the service provider issued on the basis of the recommendations of the expert commission;

4) to obtain an additional agreement to the contract when fixing the section (s) and the production period (s) or the production period (s):

an application for securing the section (s) and production period (s) or production period (s) in the form set out in Annex 6 to the Rules;

an addendum to the contract signed by the service recipient providing for the consolidation of the section (s) and the period (s) of production or the period (s) of production, except for the cases provided for by Paragraph 7 of Article 119 of the Code. At the same time, in order to secure the production area (s), the addendum to the contract must contain an annex to the contract, establishing, in accordance with Article 110 of the Code, the production area (s) in 3 (three) copies;

a report on the calculation of in-place reserves approved by the service recipient and received a positive conclusion of the state expert review of the subsoil;

approved by the service recipient and received positive conclusions of the field development project stipulated by the Code and other Laws of the Republic of Kazakhstan;

a copy of the positive decision of the service provider issued on the basis of the recommendations of the expert commission;

5) to obtain an additional agreement to the contract when extending the exploration period (s):

application for amendments to the subsoil use contract in connection with the extension of the exploration period (s) in the form specified in Annex 7 to the Rules;

a signed program of additional works approved by the service recipient and containing the scope, description and timing of additional works that the service recipient shall undertake to perform at the relevant subsoil block in case of extension of the exploration period;

an addendum to the contract signed by the service recipient in 3 (three) copies, providing for:

in cases stipulated by paragraphs 2 and 3 of Article 117 of the Code, an

Annex to the contract establishing, in accordance with Article 110 of the Code, an exploration site (s) consisting of (consisting of) blocks within which the expected contours of the discovered deposit (pool of deposits) shall be located, including establishing the boundaries of the exploration site (s) by depth;

the duty of the service recipient to perform the additional work program specified in the third paragraph of this sub-paragraph and attached to the contract as its integral part;

in the case provided for by Paragraph 2 of Article 117 of the Code, approved by the service recipient and received positive conclusions from the expert examination provided for by the Code and other Laws of the Republic of Kazakhstan, an addition to the exploration project, providing for work on the assessment of the detected deposit (pool of deposits);

in the case provided for in Paragraph 3 of Article 117 of the Code, the draft trial operation approved by the service recipient and received positive conclusions provided for by the Code and other Laws of the Republic of Kazakhstan;

a copy of the positive decision of the service provider issued on the basis of the recommendations of the expert commission;

6) to obtain an additional agreement to the contract for exploration and production for a complex project during the transition to the assessment stage:

application for amendments to the contract for exploration and production of hydrocarbons for a complex project in connection with the transition to the assessment stage in form, in accordance with Annex 11 to these Rules;

addendum signed by the service recipient to the contract for exploration and production under a complex project, providing for the establishment of boundaries of the site (sections) of exploration

consisting (consisting) of blocks within which the expected contours of the detected deposit are located (collection of reservoirs), including the determination of the boundaries of the exploration area (s) by depth, as well as containing a program of additional work approved by the subsoil user and containing the volumes, description and timing of additional work by years, which the subsoil user shall undertake to perform at the relevant subsoil block at the assessment stage in 3 (three) copies;

An opinion issued by the authorized subsoil research authority on the discovery of hydrocarbon deposits (accumulations) within the subsoil block, issued in accordance with paragraph 3 of Article 121 of the Code, indicating the expected contours of the deposit (accumulations) on which the assessment shall be planned;

a copy of the positive decision of the service provider issued on the basis of the recommendations of the expert commission;

7) to obtain an additional agreement to the contract for exploration and production under a complex project during the transition to the trial operation stage:

application for amendments to the contract for exploration and production of hydrocarbons under a complex project in connection with the transition to the trial operation stage in the form provided for in Annex 12 to the Rules;

an addendum signed by the service recipient to the contract for exploration and production under a complex project in 3 (three) copies, containing a program of additional work approved by the subsoil user and containing the volumes, description and terms of additional work for the years that the subsoil user shall undertake to perform at the corresponding subsoil block at the stage of trial operation;

A report on the operational estimation of in-place reserves approved by the subsoil user and received a positive conclusion from the state expert review of subsoil resources;

a copy of the positive decision of the service provider issued on the basis of the recommendations of the expert commission;

8) to obtain an additional agreement to the contract for exploration and production under a complex project during the transition to the production period:

application for amendments to the contract for exploration and production of hydrocarbons under a complex project in connection with the transition to the production period in form, in accordance with Annex 13 to these Rules;

The addendum signed by the service recipient to the contract for exploration and production under a complex project, establishing the boundaries of the production site in 3 (three) copies. If the field is not classified as a large field, the addition to the contract should also provide for a production period of twenty-five years. In the cases provided for in Paragraph 18-2 of Article 119 of the Code, the contract shall be supplemented with a new version if the subsoil block has not received confirmation of its compliance with any of the criteria for a complex project;

a copy of the report on the estimation of in-place reserves at the production site approved by the subsoil user and received a positive conclusion of the state expert review of the subsoil;

a copy of the positive decision of the service provider issued on the basis of the recommendations of the expert commission;

9) to obtain an additional agreement to the exploration and production contract in connection with the transition to the terms of a standard contract for exploration and

List of documents and information required for the public service provision

production under a complex project in cases provided for by paragraph 7 of Article 116 and paragraph 40 of Article 278 of the Code:

application for amendments to the subsoil use contract in connection with the transition to the terms of a standard contract for the exploration and production of hydrocarbons under a complex project in the form specified in Annex 14 to these Rules; an addendum to the contract signed by the service recipient providing for the restatement of the contract in accordance with the terms of a standard contract for the exploration and production of hydrocarbons for a complex project in 3 (three) copies; one of the documents specified in paragraph 1-3 of Article 36 of the Code confirming the presence of at least one of the criteria provided for in paragraph 1-2 of Article 36 of the Code at the subsoil block;

a copy of the positive decision of the service provider issued on the basis of the recommendations of the expert commission;

10) to obtain an additional agreement to the contract when extending the production period (s): application for amendments to the subsoil use contract in connection with the extension of the production period (s) in accordance with Annex 8 to these Rules;

an addendum to the contract signed by the service recipient providing for the extension of the production period (s) in 3 (three) copies, comprising:

a work program approved by the service recipient and containing the scope, description and timing of the work that the service recipient undertakes to perform at the subsoil block in the event of an extension of the production period (s);

approved by the service recipient and received positive conclusions of the field development project stipulated by the Code and other Laws of the Republic of Kazakhstan, providing for the development of the

field within the requested period of extension of the production period (s);

a copy of the positive decision of the service provider issued on the basis of the recommendations of the expert commission;

11) to obtain an additional agreement to the contract when extending the period (s) of uranium mining:

application for amendments to the subsoil use contract in connection with the extension of the uranium mining period (s) in form, in accordance with Annex 8 to these Rules;

approved by the subsoil user and received positive conclusions of the uranium deposit development project stipulated by the Code and other Laws of the Republic of Kazakhstan, providing for the development of the deposit within the requested period of extension of the production period (s);

In case the contract on the date of application for extension of the period (s) of production corresponds to the standard contract for uranium extraction approved by the service provider effective on the date of application, in case of extension of the period (s) of production between the subsoil user and the service provider within one month from the date of the decision on extension, an addition to the contract for uranium extraction shall be made providing for extension of the period (s) of production.

In the event that the contract at the date of application for extension of the production period (s) shall not comply with the standard uranium mining contract in force at the date of application,

approved by the service provider, when extending the production period (s) between the subsoil user and the service provider within two months from the date of the decision on the extension, a new version of the uranium mining contract

developed in accordance with the standard uranium mining contract approved by the order of the Minister of Energy of the Republic of Kazakhstan dated June 11, 2018 № 233 (registered in the Register of State Registration of Regulatory Legal Acts № 17140) in 3 (three) copies);

a copy of the positive decision of the service provider issued on the basis of the recommendations of the expert commission;

originals or notarized copies of documents certifying the authority of the service recipient to sign the application;

12) to obtain an additional agreement to the contract in connection with the expansion of the subsoil block (s):

application for amendments to the subsoil use contract in connection with the increase or decrease of the subsoil block (s) in the form specified in Annex 9 to the Rules;

an addendum to the contract signed by the service recipient in 3 (three) copies containing an annex to the contract establishing, in accordance with Article 110 of the Code, an enlarged subsoil plot (s) or the obligation of the service recipient to carry out the additional work program specified in paragraph 3 of Article 113 and attached to the contract as its integral part;

in the event of an increase in the subsoil block (s), the program of additional work approved by the service recipient and containing the volumes, description and timing of the work that the service recipient undertakes to perform at the requested subsoil block (s) proportionally complying with the minimum requirements for the volumes and types of work at the subsoil block (s) during the exploration period that have been established when the service recipient received the right to use subsoil resources;

a copy of the positive decision of the service provider issued on the basis of the recommendations of the expert commission;

originals or notarized copies of documents certifying the authority of the service recipient to sign the application;

13) to obtain an additional agreement to the uranium mining contract due to the increase in the subsoil area (s):

application for amendments to the subsoil use contract in connection with the expansion of the subsoil block (s) in the form specified in Annex 9 to the Rules;

an addendum to the contract signed by the service recipient in 3 (three) copies providing for an increase in the subsoil block (s);

Report of the competent person on the reserves for the requested area (s) ;

a copy of the positive decision of the service provider issued on the basis of the requirements of Article 45 and paragraph 14 of Article 277 of the Code;

a copy of the positive decision of the service provider issued on the basis of the recommendations of the expert commission;

originals or notarized copies of documents certifying the authority of the service recipient to sign the application;

14) to obtain an additional agreement to the contract in connection with the reduction of the subsoil block (s):

application for amendments to the subsoil use contract in connection with the reduction of the subsoil block (s) in the form specified in Annex 9 to the Rules;

an addendum to the contract signed by the service recipient in three (3) copies containing an annex to the contract establishing, in accordance with Article 110 of the Code, a reduced subsoil block (s) and attached to the contract as an integral

part thereof, specified in Article 114 of the Code;

a copy of the report on elimination of the consequences of subsoil use at the returned subsoil block (s);

a copy of the positive decision of the service provider issued on the basis of the requirements of Article 45 and paragraph 14 of Article 277 of the Code;

a copy of the positive decision of the service provider issued on the basis of the recommendations of the expert commission;

originals or notarized copies of documents certifying the authority of the service recipient to sign the application;

15) to obtain an additional agreement to the uranium mining contract due to the reduction of the subsoil block (s):

application for amendments to the subsoil use contract in connection with the reduction of the subsoil block (s) in the form specified in Annex 9 to the Rules;

a copy of the report on elimination of the consequences of subsoil use at the returned subsoil block (s);

an addendum to the contract signed by the subsoil user providing for the reduction of the subsoil block (s) in 3 (three) copies;

a copy of the positive decision of the service provider issued on the basis of the requirements of Article 45 and paragraph 14 of Article 277 of the Code;

a copy of the positive decision of the service provider issued on the basis of the recommendations of the expert commission;

originals or notarized copies of documents certifying the authority of the service recipient to sign the application;

16) to obtain an additional agreement to the contract when allocating the subsoil block (s):

application for amendments to the subsoil use contract in connection with the allocation of the site (s) and

the production period (s) or production period (s) in the form specified in Annex 10 to the Rules; an addendum to the contract signed by the service recipient in 3 (three) copies containing an annex to the contract establishing a reduced main subsoil area in accordance with Article 110 of the Code, as well as the information specified in Article 115 of the Code;

a contract signed by the service recipient for exploration and production or production of hydrocarbons, developed in accordance with a standard contract approved by order of the Minister of Energy of the Republic of Kazakhstan dated June 11, 2018 № 233 (registered in the Register of State Registration of Regulatory Legal Acts № 17140) in 3 (three) copies;

a copy of the positive decision of the service provider issued on the basis of the recommendations of the expert commission;

originals or notarized copies of documents certifying the authority of the service recipient to sign the application.

In the case of an electronic government web portal, the service recipient submits the necessary documents in electronic digital form and certified by electronic digital signature.

Information on identity documents, state registration (re-registration) of a legal entity, an individual entrepreneur, the service provider's executor shall receive from the relevant state information systems through the "electronic government" gateway.

1) for an additional agreement to the contract when transferring the right to use of subsoil resources and a share in the right to use of subsoil resources: non-compliance of the application with the requirements of paragraph 3 of Article 40 of the Code; non-compliance with the

conditions for the transfer of the right to use of subsoil resources with the issued permit, if such a transition shall be carried out in accordance with such permit; the absence of a permit to transfer the right to use the subsoil when such a permit have been required in accordance with the Code; if the right to use subsoil resources (a share in the right to use subsoil resources) shall be transferred to a subsoil area where the service recipient shall be prohibited from conducting subsoil use operations or certain types of work in accordance with the imposed administrative penalty; if the transfer of the right of subsoil use (share in the right of subsoil use) shall be prohibited by the Code; if the transfer of the right to use the subsoil (share in the right to use the subsoil) would entail a violation of the provisions of international agreements concluded by the Republic of Kazakhstan;

2) to obtain an additional agreement to the contract when changing the information about the service recipient:

if the application does not comply with the requirements established by the Code;

3) for an additional agreement to the contract when fixing the production area (s) and the preparatory period (preparatory periods):

the presence of violations of the obligations under the subsoil use contract not eliminated by the service recipient specified in the notification of the service provider; if the application does not meet the requirements established by Article 118 of the Code;

4) for an additional agreement to the contract when fixing the production area (s) and the production period (s) :

the presence of violations of the obligations under the subsoil use contract not eliminated by the service recipient specified in the notification of the service provider;

if the application does not meet the requirements established by Article 119 of the Code;

5) for an addendum to the contract when extending the exploration period (s):

the absence of grounds for extending the exploration period provided for in paragraphs 1 to 3 of Article 117 of the Code;

the presence of violations of the obligations under the subsoil use contract not eliminated by the service recipient specified in the notification of the service provider;

if the application does not meet the requirements established by the Code;

6) to obtain an additional agreement to the contract for exploration and production for a complex project during the transition to the assessment stage:

if the application is submitted later than the period established by paragraph 2 of Article 116 of the Code;

documents provided for in Article 116, paragraph 3, of the Code have not been submitted;

7) to obtain an additional agreement to the contract for exploration and production under a complex project during the transition to the trial operation stage:

if the application is submitted later than the period established by paragraph 2 of Article 116 of the Code;

documents provided for in Article 116, paragraph 4, of the Code have not been submitted;

8) to obtain an additional agreement to the contract for exploration and production under a complex project during the transition to the production period:

if the application is submitted later than the period established by paragraph 18-1 of Article 119 of the Code;

in case of non-compliance of the application with the requirements

9.

Grounds for refusal to provide public services established by the legislation of the Republic of Kazakhstan

established by Article 118 of the Code;

9) to obtain an additional agreement to the exploration and production contract in connection with the transition to the terms of a standard contract for exploration and production for complex projects in cases provided for by paragraph 7 of Article 116 and paragraph 40 of Article 278 of the Code:

non-compliance of the application with the requirements of Article 116 of the Code in the event of a supplement to the contract on the basis provided for in paragraph 7 of Article 116;

non-compliance of the application with the requirements of paragraph 40 of Article 278 of the Code or not elimination by the applicant or refusal of the applicant to eliminate comments of the competent authority sent in accordance with part seven of paragraph 40 of Article 278 of the Code, if the application is submitted in accordance with the specified paragraph of Article 278 of the Code ;

10) to obtain an additional agreement to the contract when extending the production period:

if the application is submitted later than the period established by paragraph 2 of Article 120 of the Code;

if the field development project provides for a development period less than requested in the application for an extension of the production period;

in the absence of the intention of the service provider to extend the production period, including in case of failure to reach an agreement with the service recipient on the adoption by him of an obligation to implement an industrial and innovative project providing for the production of products with high added value (higher redistributions and processing), or other investment obligations,

including those provided for by paragraph 7 of Article 119 of the Code;

if the application does not comply with the requirements established by the Code;

11) to obtain an additional agreement to the contract when extending the uranium mining period :

if the application is submitted later than the period established by paragraph 2 of Article 173 of the Code;

if the application does not meet the requirements established by the Code;

if the field development project provides for the development of the field within a period less than requested in the application;

in the presence of violations of the obligations under the uranium mining contract not eliminated by the subsoil user specified in the notification of the service provider;

if the service provider does not intend to extend the uranium mining period;

12) for an additional agreement to the contract when increasing the subsoil block (s):

non-compliance with the conditions established in paragraph 1 of Article 113 of the Code;

if the application does not meet the requirements established by the Code;

13) in order to obtain an additional agreement to the contract for uranium extraction when increasing the subsoil area:

if the application does not meet the requirements established by the Code;

non-compliance with the conditions established in paragraph 1 of Article 169 of the Code;

14) to obtain an additional agreement to the contract when reducing the subsoil area:

		<p>if the application does not meet the requirements established by the Code;</p> <p>non-compliance with the conditions established in paragraph 1 of Article 114 of the Code;</p> <p>15) to obtain an additional agreement to the contract for the extraction of uranium when reducing the subsoil area:</p> <p>if the application does not meet the requirements established by the Code;</p> <p>non-compliance with the conditions established in paragraph 1 of Article 170 of the Code;</p> <p>16) to obtain an additional agreement to the contract when allocating a subsoil area:</p> <p>the conditions established in article 115 of the Code have not been met;</p> <p>if the application does not meet the requirements established by the Code.</p>
10.	<p>Other requirements taking into account the peculiarities of the public service provision, including those provided in electronic form and through the State corporation</p>	<p>1) The service recipient shall be able to receive the public service in electronic form through the "e-government" web portal provided that the electronic digital signature shall be available;</p> <p>2) addresses of places of public service provision shall be located at: 010000, Astana, Kabanbay Batyr Avenue, 19, block "A," phone: 8 (7172) 78-68-01.</p> <p>3) contact numbers of reference services for the public service provision shall be indicated on the www.gov.kz Internet resource, in the section "Ministry of Energy" in the subsection "Services." Unified Contact Center for the public service provision 1414, 8 800 080 7777.</p>

Appendix 2
to the Rules for the provision of public services of the Ministry of Energy of the Republic of Kazakhstan "Conclusion (signing) of additional agreements to contracts for subsoil use for hydrocarbon production of uranium"
The form

[Name of the MA in the state language] details of the MA in the state language



[Name of the MA (in Russian)]
Details of the MA in Russian

Reasoned refusal to further consider the application / in the provision of public services

Number: [number]

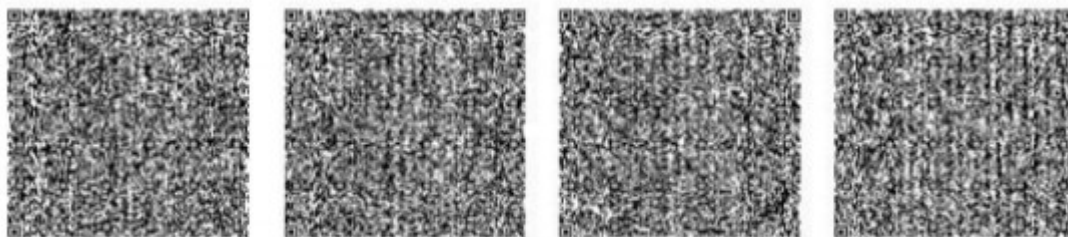
Date of Issue: [Date of Issue]

[name of applicant]

[Name of MA], having reviewed your application dated [Application Date] Year № [Application Number], informs _____. [Rejection reason].

[Position of signer]

[Surname, First name, Patronymic (if any) of the signatory]



Данный документ согласно пункту 1 статьи 7 ЗРК от 7 января 2003 года «Об электронном документе и электронной цифровой подписи» равнозначен документу на бумажном носителе.

Appendix 3
to the Rules for the provision of
public services of the Ministry of
Energy of the Republic of
Kazakhstan "Conclusion (signing)
of additional agreements to
contracts for subsoil use for
hydrocarbon production of
uranium"
The form

Application for the transfer of subsoil use rights (shares in subsoil use rights)

(name of service provider)

Hereby _____, (indicate the last name, first name, patronymic (if any) of an individual / name of a legal entity) holder of the subsoil use right under the contract _____ (number and date of registration of the contract for the exploration and production of hydrocarbons or the production of hydrocarbons or uranium production) and the acquirer of the subsoil use right (shares in the subsoil use right) _____

(last name, first name, patronymic (if it is indicated in the identity document, the name of the legal entity), name of the service recipient) under the contract _____ (number and date of registration of the contract for the exploration and production of hydrocarbons or the production of hydrocarbons or the production of uranium) are asked to amend the contract _____ (number and date of registration of the contract) in connection with the transfer of the subsoil use right (share in the subsoil use right) _____ (indication of the production site (sites)) and the preparatory period (preparatory periods) lasting _____ in accordance with paragraph 4 of Article 66 of the Administrative Procedure Code of the Republic of Kazakhstan, I am aware of the responsibility for providing false information. I confirm the reliability of the data presented.

In accordance with subparagraph 12 of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan "On Public Services" in information systems.

The following is additionally attached to the application:

(last name, first name, patronymic (if any), signature of the holder of the subsoil use right under the contract)

"__" _____ 20__

Appendix 4
to the Rules for the provision of
public services of the Ministry of
Energy of the Republic of
Kazakhstan "Conclusion (signing)
of additional agreements to
contracts for subsoil use for
hydrocarbon production of
uranium"

Footnote. Annex 4 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Form

Application for modification of information about the service recipient or competent authority

(name of the service provider)

I am hereby _____
(indicate the surname, first name, patronymic (if any) of the individual/name
legal entity) holder of the right to use subsoil resources under the contract

(number and date of registration of the subsoil use contract)

request the following amendments to the subsoil use contract:

_____ (indication of the changed information about the service recipient or the competent authority).

In accordance with Article 66, paragraph 4, I am hereby aware of the Administrative Procedure

Code of the Republic of Kazakhstan on liability for the provision of inaccurate information.

I hereby confirm the reliability of the presented data.

According to subparagraph 12 of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan

"On public services" I hereby agree to the use of information constituting secret protected by the Law contained in information systems.

Additionally attached to the application shall be:

_____ (last name, first name, patronymic (if any)) (signature)

" _ " _____ 20

Appendix 5
to the Rules for the provision of public services of the Ministry of Energy of the Republic of Kazakhstan "Conclusion (signing) of additional agreements to contracts for subsoil use for hydrocarbon production of uranium"

Footnote. Annex 5 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Form

Application of consolidation of the production area (s) and preparatory period (s)

_____ (name of the service provider)

I am hereby _____,

(indicate the surname, first name, patronymic (if any) of the individual/name legal entity) holder of the right to use subsoil resources under the contract

_____ (number and date of registration of the contract for exploration and production of hydrocarbons)

Shall ask for permission to secure the production area (s)

(indication of the production area (s)) and the preparatory period
(preparatory periods) lasting _____ .

In accordance with Article 66, paragraph 4, of the Administrative Procedure Code of the Republic of Kazakhstan I am hereby aware on liability for the provision of inaccurate information.

I hereby confirm the reliability of the presented data.

According to subparagraph 12 of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan

"On public services" I hereby agree to the use of information constituting secret protected by the Law contained in information systems.

Additionally attached to the application shall be:

(last name, first name, patronymic (if any)) (signature)

" ___ " _____ 20

Appendix 6
to the Rules for the provision of
public services of the Ministry of
Energy of the Republic of
Kazakhstan "Conclusion (signing)
of additional agreements to subsoil
use contracts for hydrocarbons and
uranium mining"
The form

Application for fixing the site (sites) and the period (s) of production or the period (s) of production

(name of service provider)

Hereby _____, (indicate the last name, first name, patronymic (if any) of an individual / name of a legal entity) the holder of the subsoil use right under the contract _____ (number and date of registration of the contract for the exploration and production of hydrocarbons or hydrocarbon production) requests to secure the site (sites) _____ (indication of the site (sites) of production) and period(s) of production or period(s) of production lasting _____ (the duration of the period(s) of production).

In accordance with paragraph 4 of Article 66 of the Administrative Procedural and Procedural Code of the Republic of Kazakhstan, I am aware of the responsibility for providing false information. I confirm the reliability of the data presented.

In accordance with subparagraph 12 of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan "On Public Services", I agree to the use of information constituting a legally protected secret contained in information systems.

The application is additionally attached:

(last name, first name, patronymic (if any)) (signature)

" ___ " _____ 20__

Appendix 7
to the Rules for the provision of
public services of the Ministry of
Energy of the Republic of
Kazakhstan "Conclusion (signing)
of additional agreements to
contracts for subsoil use for
hydrocarbon production of
uranium"

Footnote. Annex 7 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Form

Application for introduction of amendments to the subsoil use contract due to extension of the exploration period (s)

(name of the service recipient)

I hereby _____,

(indicate the surname, name, patronymic (if any) of an individual/legal entity) holder of the right to use subsoil resources under the contract

(number and date of registration of the contract for exploration and production of hydrocarbons) ask to extend the period (periods) of exploration lasting _____ .

(the requested period of extension of the exploration period (s) determined on the basis of the relevant design documents) for the _____ area (indication of the subsoil area (s) for which the extension of the exploration period (s) shall be requested) on the basis of _____

(reason for extension of exploration period (s)).

In accordance with paragraph 4 of Article 66 of the Administrative Procedure Code of the Republic of Kazakhstan, I am hereby aware of the responsibility for providing inaccurate information.

I hereby confirm the reliability of the presented data.

According to subparagraph 12 of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan "On public services," I hereby agree to the use of information constituting a secret protected by the Law contained in information systems.

Additionally attached to the application shall be:

(last name, first name, patronymic (if any)) (signature)

" " _____ 20

Appendix 8
to the Rules for the provision of
public services of the Ministry of
Energy of the Republic of
Kazakhstan "Conclusion (signing)
of additional agreements to
contracts for subsoil use for
hydrocarbon production of
uranium"

Footnote. Annex 8 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Form

Application for introduction of amendments to the subsoil use contract due to the extension of the production period (s)

(name of the service provider)

I hereby _____,

(indicate the surname, first name, patronymic (if any) of an individual/name of a legal entity)

holder of the right to use subsoil resources under the contract _____

(number and date of registration of the contract for hydrocarbon production/uranium production)

ask to extend the period of hydrocarbon production/uranium production at the site

(indication of the subsoil block (s) for which (s) shall be requested extension of the production period) lasting _____ .

(the requested period of extension of the production period determined on the basis of the relevant project documents or the requested period of extension of the production period).

In accordance with paragraph 4 of Article 66 of the Administrative Procedure Code of the Republic of Kazakhstan, I am hereby aware of the responsibility for providing inaccurate information.

I hereby confirm the reliability of the presented data.

According to subparagraph 12 of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan "On public services," I hereby agree to the use of information constituting a secret protected by the law contained in information systems.

Additionally attached to the application shall be:

(last name, first name, patronymic (if any)) (signature)
" __ " _____ 20__

Appendix 9
to the Rules for the provision of
public services of the Ministry of
Energy of the Republic of
Kazakhstan "Conclusion (signing)
of additional agreements to
contracts for subsoil use for
hydrocarbon production of
uranium"
The form

**Application for amendments to the subsoil use contract
in connection with an increase or decrease in the subsoil plot (s).**

Hereby _____, (name of service provider)
(indicate the last name, first name,
patronymic (if any) of an individual / name of a legal entity) the holder of the subsoil use
right under the contract _____ (number and date of registration of the contract for the
exploration and production of hydrocarbons / hydrocarbon production / uranium production)
requests to increase or decrease the subsoil area _____ (indication of the requested the
subsoil plot for which the original subsoil plot is supposed to be increased / indication of the
subsoil plot (plots) remaining (remaining) at the service recipient). subsoil _____ ((indication of the subsoil plot (plots) that (which) are supposed to be returned to the state).

In accordance with paragraph 4 of Article 66 of the Administrative Procedure Code of the Republic of Kazakhstan on I am aware of the responsibility for providing false information.

I confirm the reliability of the data presented. In accordance with subparagraph 12 of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan “On Public Services”, I agree to the use of information constituting a legally protected secret contained in information systems.

The application is additionally accompanied by:

(surname, first name, patronymic (if any)) (signature)
" __ " _____ 20__

to the Rules for the provision of
public services of the Ministry of
Energy of the Republic of
Kazakhstan "Conclusion (signing)
of additional agreements to
contracts for subsoil use for
hydrocarbon production of
uranium"

Form

Footnote. Annex 10 - in the wording of the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Application for introduction of amendments to the subsoil use contract in connection with the allocation of the site (s) and the production period (s) or production period (s)

(name of the service provider)

I hereby _____,
(indicate the surname, first name, patronymic (if any) of an individual/name of a legal entity)
holder of the right to use subsoil resources under the contract _____

(number and date of registration of the contract for hydrocarbon production/uranium production)
ask to extend the period of hydrocarbon production/uranium production at the site

(indication of the subsoil area (s) for which the production period extension shall be requested) for a period of _____ (the requested period of extension of the production period determined on the basis of the relevant design documents or the requested period of extension of the production period).

In accordance with paragraph 4 of Article 66 of the Administrative Procedure Code of the Republic of Kazakhstan, I am hereby aware of the responsibility for providing inaccurate information.

I hereby confirm the reliability of the presented data.

According to subparagraph 12 of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan "On public services," I hereby agree to the use of information constituting a secret protected by the Law contained in information systems.

Additionally attached to the application shall be:

(last name, first name, patronymic (if any)) (signature)

Appendix 11
to the Rules for the provision of
public services of the Ministry of
Energy of the Republic of
Kazakhstan "Conclusion (signing)
of additional agreements to
contracts for subsoil use for
hydrocarbon production of
uranium"

Footnote. The Rules – as added by Annex 11 in accordance with the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Form

Application for introduction of amendments to the contract for exploration and production of hydrocarbons for a complex project due to the transition to the evaluation stage

(name of the service provider)

I hereby _____,

(indicate the surname, first name, patronymic (if any) of an individual/name of a legal entity) holder of the right to use subsoil resources under the _____ contract (number and date of registration of the contract for exploration and production of hydrocarbons under a complex project) declare the transition to the assessment stage for the site _____ (indication of the subsoil block (s) for which the transition to the assessment stage shall be carried out in accordance with the conclusion of the authorized subsoil research body confirming the discovery of the deposit (aggregate of accumulations) of hydrocarbons issued in accordance with paragraph 3 of Article 121 of the Code, indicating the estimated contours of the accumulation (aggregate of accumulations) on which the assessment shall be planned).

In accordance with paragraph 4 of Article 66 of the Administrative Procedure Code of the Republic of Kazakhstan, I am hereby aware of the responsibility for providing inaccurate information.

I hereby confirm the reliability of the presented data.

According to subparagraph 12 of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan "On public services," I hereby agree to the use of information constituting a secret protected by the Law contained in information systems.

Additionally attached to the application shall be:

(last name, first name, patronymic (if any)) (signature)

Footnote. The Rules as added by Annex 12 in accordance with the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Form

Application for introduction of amendments to the contract for exploration and production of hydrocarbons for a complex project due to the transition to the trial operation stage

(name of the service provider)

I hereby _____,

(indicate the surname, first name, patronymic (if any) of an individual/name of a legal entity)

holder of the right to use subsoil resources under the contract _____

(number and date of registration of the contract for exploration and production of hydrocarbons for a complex project)

declare the transition to the stage of trial operation in the area _____

(an indication of the subsoil area (s) under which (s) the trial operation phase shall be proceeding in accordance with the approved subsoil user and received a positive conclusion from the state expert review of subsoil resources report on the operational estimation of in-place reserves).

In accordance with paragraph 4 of Article 66 of the Administrative Procedure Code of the Republic of Kazakhstan, I am hereby aware of the responsibility for providing inaccurate information.

I hereby confirm the reliability of the presented data.

According to subparagraph 12 of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan "On public services," I hereby agree to the use of information constituting a secret protected by the Law contained in information systems.

Additionally attached to the application shall be:

(last name, first name, patronymic (if any)) (signature)

" " _____ 20

Footnote. The Rules as added by Annex 13 in accordance with the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Form

Application for introduction of exploration amendment of the contract and hydrocarbon production under a complex project due to the transition to the production period

(name of the service provider)

I hereby _____,

(indicate the surname, first name, patronymic (if any) of an individual/name of a legal entity)

holder of the right to use subsoil resources under the contract _____

(the number and date of registration of the contract for exploration and production of hydrocarbons under a complex project) declare the transition to the production period for the _____ area (indication of the subsoil area (s) for which the transition to the production period shall be carried out in accordance with the approved subsoil user and received a positive conclusion of the state expert review of the subsoil report on the calculation of in-place reserves).

In accordance with paragraph 4 of Article 66 of the Administrative Procedure Code of the Republic of Kazakhstan, I am hereby aware of the responsibility for providing inaccurate information.

I hereby confirm the reliability of the presented data.

According to subparagraph 12 of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan "On public services," I hereby agree to the use of information constituting a secret protected by the Law contained in information systems.

Additionally attached to the application shall be:

(last name, first name, patronymic (if any)) (signature)

" " _____ 20

Footnote. The Rules as added by Annex 14 in accordance with the order of the Minister of Energy of the Republic of Kazakhstan dated 14.06.2023 № 228 (shall enter into force upon expiry of ten calendar days after the day of its first official publication).

Form

Application for introduction of amendments to the subsoil use contract in connection with the transition on the terms of a standard contract for the exploration and production of hydrocarbons under a complex project

(name of the service provider)

I hereby _____,

(indicate the surname, first name, patronymic (if any) of an individual/name of a legal entity)

holder of the right to use subsoil resources under the contract _____

(number and date of registration of the contract for exploration and production of hydrocarbons)

declare the transition to the production period for the site _____

—
(an indication of the subsoil block (s) under which the transition to the terms of a standard exploration and production contract shall be carried out in connection with the confirmation of such a subsoil block, at least one of the criteria provided for in paragraph 1-2 of Article 36 of the Code).

In accordance with paragraph 4 of Article 66 of the Administrative Procedure Code of the Republic of Kazakhstan, I am hereby aware of the responsibility for providing inaccurate information.

I hereby confirm the reliability of the presented data.

According to subparagraph 12 of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan "On public services," I hereby agree to the use of information constituting a secret protected by the Law contained in information systems.

Additionally attached to the application shall be:

(last name, first name, patronymic (if any)) (signature)

" " _____ 20

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