



On approval of the Rules for provision of public service "Conduct of state scientific and technical expertise"

Unofficial translation

Order of the Minister of Education and Science of the Republic of Kazakhstan dated June 4, 2020 No. 229. Registered in the Ministry of Justice of the Republic of Kazakhstan on June 4, 2020 No. 20821

Unofficial translation

In accordance with subparagraph 1) of article 10 of the Law of the Republic of Kazakhstan dated April 15, 2013 "On public services", **I HEREBY ORDER:**

1. To approve the attached Rules for provision of public service "Conduct of state scientific and technical expertise" in accordance with Appendix 1 to this order.
2. To recognize as invalid some orders of the Ministry of Education and Science of the Republic of Kazakhstan in accordance with Appendix 2 to this order.
3. The Science Committee of the Ministry of Education and Science of the Republic of Kazakhstan, in accordance with the procedure established by the legislation of the Republic of Kazakhstan, to ensure:
 - 1) state registration of this order in the Ministry of Justice of the Republic of Kazakhstan;
 - 2) placement of this order on the Internet resource of the Ministry of Education and Science of the Republic of Kazakhstan;
 - 3) within ten working days after the state registration of this order, submission of information to the Legal Department of the Ministry of Education and Science of the Republic of Kazakhstan on implementation of the measures provided for in subparagraphs 1) and 2) of this paragraph.
4. The supervising vice minister of education and science of the Republic of Kazakhstan is authorized to control the execution of this order.
5. This order comes into effect upon the expiration of ten calendar days after its first official publication.

Minister of education and science of the Republic of Kazakhstan

A. Aimagambetov

" A G R E E D "

Ministry of digital development, innovations and aero-space industry of the Republic of Kazakhstan

Appendix 1
to the order of the
Minister of education and
science of the

Rules for provision of public service "Conduct of state scientific and technical expertise"

Chapter 1. General provisions

1. These Rules for provision of public service "Conduct of state scientific and technical expertise" (hereinafter - the Rules) are developed in accordance with subparagraph 1) of article 10 of the Law of the Republic of Kazakhstan dated April 15, 2013 "On public services" (hereinafter - the Law) and determine the procedure of rendering the public service "Conduct of state scientific and technical expertise" (hereinafter - the state service).

2. The public service is provided by the Joint Stock Company "National Center for State Scientific and Technical Expertise" (hereinafter referred to as the service provider).

3. Acceptance of documents and issuance of the results of provision of a public service are carried out by the service provider through the is.ncste.kz information system or the "electronic government" web portal www.egov.kz (hereinafter referred to as the portal).

Chapter 2. Procedure for provision of public service

4. To receive a public service, an individual and (or) legal entity (hereinafter referred to as the service recipient) submits to the service provider or through the portal a list of documents specified in paragraph 8 of the public service Standard "Conduct of state scientific and technical expertise" in accordance with Appendix 1 to these Rules (hereinafter referred to as the public service Standard).

The list of basic requirements for provision of a public service, including the characteristics of the process, the form, content and result of the provision, as well as other information, taking into account the specifics of the provision of a public service, are set out in the public service Standard.

5. The status of acceptance of the request for provision of a public service, as well as a notification indicating the date and time of receipt of the result of the public service, is sent to the service recipient through the portal or information system in the "personal account".

6. The service provider accepts and registers documents on the day the documents are received.

If the service recipient applies after the end of working hours, on weekends and holidays, in accordance with the Labor Code of the Republic of Kazakhstan dated November 23, 2015, the request is received and the results of the provision of a public service are issued on the next working day.

7. The service provider ensures that data is entered into the information system for monitoring the provision of public services on the stage of provision of a public service in the manner established by the authorized body in the field of informatization in accordance with

subparagraph 11) of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan "On public services".

8. An employee of the responsible structural unit of the service provider (hereinafter referred to as the employee of the service provider), within 15 (fifteen) working days from the date of registration of documents, checks them for compliance with the requirements of paragraph 10 of the Rules for organization and conduct of state scientific and technical expertise, approved by the Government of the Republic of Kazakhstan dated August 1, 2011 No. 891 (hereinafter - the Expertise Rules).

In the event that the submitted documents of the service recipient do not comply with paragraph 10 of the Expertise Rules, the employee of the service provider within the period specified in part one of this paragraph forms a reasoned refusal to provide a public service, in accordance with Appendix 2 to these Rules. A reasoned refusal is sent by the service provider through the information system or through the portal to the "personal account" of the service recipient.

9. The service provider refuses to provide a public service in cases and on the grounds provided for by the legislation of the Republic of Kazakhstan, set forth by the public service Standard.

10. If the service recipient's documents comply with paragraph 10 of the Expertise Rules, the service provider, in accordance with the Expertise Rules, within 15 (fifteen) working days selects experts, concludes contracts with them and sends them documents for state scientific and technical expertise (hereinafter - SSTE).

11. The SSTE is carried out within 25 (twenty five) working days.

12. After the expertise at the requests that scored below the threshold score of the SSTE, the results of SSTE (with the indication of the SSTE score) within 3 (three) working days are sent by the service provider through the information system or through the portal to the "personal account" of the service recipient.

Applications that have scored a threshold score for the SSTE and higher, according to the Expertise Rules, are sent to an expert to assess the feasibility of the requested amount of funding attracted by the service provider, together with the results of the SSTE (without specifying the points of the SSTE) within 3 (three) working days after the completion of the SSTE, with the notification of the service recipient through information system or through the portal to the "personal account" of the service recipient.

13. The assessment of the feasibility of the requested amount of funding is carried out by an expert within 12 (twelve) working days after the completion of the SSTE.

The results of assessment of the feasibility of the requested amount of funding for the application, together with the results of the SSTE (without specifying the points of the SSTE), are sent to the relevant national scientific councils in the areas (hereinafter - NSC) within 2 (

two) working days, according to the Expertise Rules, with the notification of the service recipient through the information system or through the portal to the "personal account" of the service recipient.

14. After receiving the results of the assessment of the feasibility of the requested amount of funding and applications, together with the results of the SSTE (without indicating the points of the SSTE), the meetings of the NSC on all issues under consideration are held within a period of no more than 22 (twenty two) working days in accordance with the Regulations on the NSC, approved by the Government of the Republic Kazakhstan dated May 16, 2011 No. 519 (hereinafter referred to as the Regulation on the NSC).

15. From the day of completion of the NSC meetings, the service provider draws up and ensures within 7 (seven) working days the signing of the minutes of the meetings by all NSC members who participated in the meetings, in accordance with the Regulations on the NSC.

The conclusion of the SSTE and the decision of the NSC within 3 (three) working days are sent by the service provider through the information system or through the portal to the "personal account" of the service recipient.

Chapter 3. Procedure for appealing decisions, actions (inaction) of the service provider and (or) its officials in the process of rendering public service

16. A complaint against the decision, actions (inaction) of the service provider on provision of public services can be submitted to the name of the head of the service provider, to the authorized body for assessment and control over the quality of provision of public services, in accordance with the legislation of the Republic of Kazakhstan.

The service recipient's complaint received by the service provider, in accordance with paragraph 2 of Article 25 of the Law, is subject to consideration within 5 (five) working days from the date of its registration.

The service recipient's complaint received by the authorized body for assessment and control over the quality of provision of public services is subject to consideration within 15 (fifteen) working days from the date of its registration.

17. In cases of disagreement with the results of the provision of a public service, the service recipient applies to the court in accordance with the procedure established by the legislation of the Republic of Kazakhstan.

Appendix 1
to the Rules for
provision of public service
"Conduct of state
scientific and technical
expertise"

Public service standard "Conduct of state scientific and technical expertise"

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1.	Service provider name	Joint Stock Company "National Center for State Scientific and Technical Expertise"
2.	Methods of provision of a public service	1) by the service provider through the is.ncste.kz information system (hereinafter referred to as the service provider) 2) the web portal of "electronic government" www.egov.kz (hereinafter referred to as the portal).
3.	Term for provision of a public service	Total period for issuing the conclusion of the SSTE and the decision of the NSC is 101 working days: Stage 1 – conduct of the SSTE - 55 working days; Stage 2 - assessment of the feasibility of the requested amount of funding - 14 working days ; Stage 3 - conclusion of the SSTE and decision of the NSC - 32 working days.
4.	Form of provision of a public service	Electronic / paper
5.	Result of provision of a public service	Stage 1 - the conclusions of the SSTE (indicating the score of the SSTE) - for applications that scored below the threshold point of the SSTE, either a reasoned refusal, or a notification of submitting an application to an expert to assess the feasibility of the requested amount of funding; Stage 2 - notification of the submission of the application to the NSC; Stage 3 - the conclusion of the SSTE and the decision of the NSC (for applications that have scored the threshold score for the SSTE and above) . On the portal or information system, the result of provision of a public service is sent and stored in the "personal account" of the service recipient.
6.	Amount of payment charged from the service recipient when rendering a public service, and methods of collecting it in the cases provided for by the legislation of the Republic of Kazakhstan	Public service is provided free of charge
7.	Schedule	Service provider - from Monday to Friday, in accordance with the established work schedule from 9.00 to 18.30, excluding 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 to 14.30 . Portal or information system - around the clock, with the exception of technical breaks associated with repair work (when the service recipient applies after the end of working hours, on weekends and holidays in accordance with the labor legislation of the Republic of Kazakhstan, applications are accepted and the results of provision of a public service are issued on the next working day). Contact numbers of the service provider's information services on the provision of a public service: 8 (727) 378-05-67, 978-05-09.
		1) applications, in the form, in accordance with Appendix 5 to the Rules for basic, grant, program-targeted financing of scientific and (or) scientific and technical activities, approved by the Government of the Republic of Kazakhstan dated May 25, 2011 No. 575; 2) documents according to the annexes of the tender documentation; 3) a copy of the certificate or an extract from the order of the authorized

8.	List of documents required for provision of a public service	body on the accreditation of the subject of scientific and (or) scientific and technical activities; 4) a positive conclusion of the local and (or) central commission on bioethics (for biomedical research on humans and animals); 5) a draft agreement for implementation of a state order for grant financing; 6) an agreement on a contribution in any form, indicating their implementation terms and the amount of the contribution or the required resources (for a participant applying for a grant for applied research).
9.	Grounds for refusal to provide a public service	1) establishing the inaccuracy of the documents submitted by the service recipient for obtaining public service, and (or) the data (information) contained therein; 2) inconsistency of the service recipient and (or) the submitted materials, objects, data and information necessary for provision of a public service with the requirements established by the regulatory legal acts of the Republic of Kazakhstan.
10.	Other requirements, taking into account the specifics of provision of a public service	1) the maximum allowable waiting time for submission of a package of documents is 15 minutes; 2) the maximum allowable service time is 15 minutes. The service recipient has the opportunity to receive a public service in electronic form through the portal or information system, subject to the availability of an electronic digital signature. The service recipient has the opportunity to receive information on the procedure and status of provision of a public service in remote access mode through the "personal account" of the portal or information system, the service provider's reference services, as well as the Unified Contact Center "1414", 8-800-080-7777.

Appendix 2
to the Rules for
provision of public service
"Conduct of state
scientific and technical
expertise"

List of applications that do not meet the requirements of paragraph 10 of the Rules for organization and conduct of state scientific and technical expertise, approved by the Government of the Republic of Kazakhstan dated August 1, 2011 No. 891 (hereinafter - the Rules)

№	URN	Name	Customer	Service recipient	Scientific supervisor	Requirement of the Rules	Requirement of Tender documentation	Justification of refusal
1								

Appendix 2
to the order of the
Minister of education and
science of the
Republic of Kazakhstan
dated June 4, 2020 № 229

List of some orders of the Ministry of Education and Science of the Republic of Kazakhstan that have become invalid

1. Order of the Minister of Education and Science of the Republic of Kazakhstan dated April 15, 2015 No. 205 "On approval of the public service standard "Conduct of state scientific and technical expertise" (registered in the Register of state registration of regulatory legal acts No. 11077, published on May 19, 2015 in information and legal system "Adilet");

2. Order of the Minister of Education and Science of the Republic of Kazakhstan dated June 11, 2015 No. 374 "On approval of the regulations of the public service "Conduct of state scientific and technical expertise" (registered in the Register of state registration of regulatory legal acts under No. 11634, published on July 10, 2015 in information and legal system "Adilet");

3. Order of the acting Minister of Education and Science of the Republic of Kazakhstan dated November 2, 2015 No. 620 "On amendments to the order of the Minister of Education and Science of the Republic of Kazakhstan dated April 15, 2015 No. 205 "On approval of the public service Standard "Conduct of state scientific and technical expertise" (registered in the Register of state registration of regulatory legal acts No. 12810, published on January 05, 2016 in the information and legal system "Adilet");

4. Order of the Minister of Education and Science of the Republic of Kazakhstan dated December 28, 2015 No. 709 "On amendments to the order of the Minister of Education and Science of the Republic of Kazakhstan dated June 11, 2015 No. 374 "On approval of the Regulations for the public service "Conduct of state scientific and technical expertise" (registered in the Register of state registration of regulatory legal acts under No. 12945, published on January 28, 2016 in the information and legal system "Adilet").