

**On approval of the Rules for provision of public services in the field of environmental protection**

***Unofficial translation***

Order of the Minister of Ecology, Geology and Natural Resources of the Republic of Kazakhstan dated June 2, 2020 No. 130. Registered in the Ministry of Justice of the Republic of Kazakhstan on June 5, 2020 No. 20823.

      Unofficial translation

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

      Footnote. Preamble - as amended by the order of the Minister of Ecology, Geology and Natural Resources of the Republic of Kazakhstan dated 23.11.2021 No. 477 (shall be enforced ten calendar days after the day of its first official publication).

      1. To approve:

      1) the Rules for provision of public service "Issuance of a license for performance of works and provision of services in the field of environmental protection", in accordance with Appendix 1 to this order;

      2) the Rules for provision of public service "Issuance of a license for import into the territory of the Republic of Kazakhstan from countries outside the Customs Union and export from the territory of the Republic of Kazakhstan to these countries of ozone-depleting substances and products containing them", in accordance with Appendix 2 to this order;

      3) has ceased to be valid by the order of the acting Minister of Ecology, Geology and Natural Resources of the Republic of Kazakhstan dated 19.07.2021 No. 258 (shall be enforced sixty calendar days after the day of its first official publication);

      4) the Rules for provision of public service "Issuance of environmental permits for objects of category I", in accordance with Appendix 4 to this order;

      5) the Rules for provision of public service "Issuance of conclusions of state environmental expertise for objects of category I", in accordance with Appendix 5 to this order;

      6) the Rules for provision of public service "Issuance of permits for emissions into environment for objects of categories II, III and IV", in accordance with Appendix 6 to this order;

      7) the Rules for provision of public service "Issuance of conclusions of state environmental expertise for objects of categories II, III and IV ", in accordance with Appendix 7 to this order;

      8) the Rules for provision of public service "Issuance of a license for export and import of hazardous waste", in accordance with Appendix 8 to this order;

      9) the Rules for provision of public service "Provision of environmental information", in accordance with Appendix 9 to this order.

      Footnote. Paragraph 1, as amended by the order of the acting Minister of Ecology, Geology and Natural Resources of the Republic of Kazakhstan dated 19.07.2021 No. 258 (shall be enforced sixty calendar days after the day of its first official publication).

      2. To recognize as invalid some orders of the Minister of Energy of the Republic of Kazakhstan, in accordance with Appendix 10 to this order.

      3. The Committee for environmental regulation and control of the Ministry of Ecology, Geology and Natural Resources of the Republic of Kazakhstan, in the manner prescribed by law, 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 Ecology, Geology and Natural Resources of the Republic of Kazakhstan after its official publication;

      3) within ten working days after the state registration of this order in the Ministry of Justice of the Republic of Kazakhstan, submission of information to the Department of Legal Service of the Ministry of Ecology, Geology and Natural Resources 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 ecology, geology and natural resources of the Republic of Kazakhstan is authorized to control the execution of this order.

      5. This order comes into effect upon the expiration of twenty one calendar days after the day of its first official publication.

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| *Minister of ecology, geology and*  *natural resources of the*  *Republic of Kazakhstan* | *M. Mirzagaliyev* |

      "AGREED"

Ministry of national economy of the

Republic of Kazakhstan

      "AGREED"

Ministry of digital development,

innovations and aero-space industry of the

Republic of Kazakhstan

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|  | Appendix 1 to the order of the  Minister of ecology, geology and natural resources of the Republic of Kazakhstan dated June 2, 2020 № 130 |

**Rules for provision of public service "Issuance of a license to perform works and provide services in the field of environmental protection" Chapter 1. General provisions**

      1. These Rules for provision of public service "Issuance of a license for performance of works and provision of services in the field of environmental protection" (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 referred to as the Law) and determine the procedure for provision of the public service "Issuance of a license for performance of work and provision of services in the field of environmental protection" (hereinafter referred to as the public service).

      2. The public service is provided by the Committee for environmental regulation and control of the Ministry of Ecology, Geology and Natural Resources of the Republic of Kazakhstan (hereinafter referred to as the service provider).

      3. The public service is provided to individual and (or) legal entities (hereinafter referred to as the service recipient).

**Chapter 2. Procedure for provision of public service**

      4. To receive a public service, the service recipient sends to the service provider through the web portal of the “electronic government” www.egov.kz (hereinafter referred to as the portal):

      1) to obtain a license and (or) annex to a license:

      an application of an individual for obtaining a license and (or) annex to a license in electronic form, certified by an electronic digital signature (hereinafter - EDS) of the service recipient, in the form in accordance with Appendix 1 to these Rules;

      an application of a legal entity for obtaining a license and (or) annex to a license in electronic form, certified by the EDS of the service recipient, in the form in accordance with Appendix 2 to these Rules;

      an electronic form of information on compliance with qualification requirements for performance of work and provision of services in the field of environmental protection in the form, in accordance with Appendix 3 to these Rules;

      2) to reissue the license and (or) annex to the license:

      an application by an individual for reissuing a license and (or) annex to a license in the form of an electronic document certified by the EDS of the service recipient in electronic form, certified by the EDS of the service recipient, in the form in accordance with Appendix 4 to these Rules;

      an application of a legal entity for re-issuing a license and (or) annex to a license in electronic form, certified by the EDS of the service recipient, in the form in accordance with Appendix 5 to these Rules.

      The list of basic requirements for provision of public services, 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 public services, are set out in the public service standard "Issuance of a license to perform work and provide services in the field of environmental protection" in accordance with Appendix 6 to these Rules.

      5. The service provider's office registers the applications with the attached documents on the day of receipt on the portal and sends to the executive of the service provider.

      The service provider receives information about the identity documents of the service recipient, about state registration (re-registration) of a legal entity, about registration as an individual entrepreneur, a document confirming payment from the relevant state information systems through the gateway of the "electronic government".

      To obtain a license and (or) an annex to a license:

      the executive of the service provider checks the completeness of the submitted documents specified in subparagraph 1) of paragraph 4 of these Rules within 2 (two) working days from the date of registration of the application;

      in the event that the submitted documents and (or) expired documents are found to be incomplete, the service provider's executive prepares a reasoned refusal to further consider the application;

      after signing by the service provider, the service recipient receives a reasoned refusal, signed by the EDS of the head of the service provider, on the portal in the personal account in the form of an electronic document; in the event that the completeness of the submitted documents is established, the service provider's executive sends the documents to the territorial unit at the location of the service recipient to verify the applicant's compliance with the licensing requirements;

      the territorial unit within 5 (five) working days checks the submitted documents for compliance with the requirements of the order of the Minister of Energy of the Republic of Kazakhstan dated January 14, 2015 No. 6 "On approval of qualification requirements for a licensed type of activity in the field of environmental protection and the list of documents confirming compliance with them" (registered in the Register of state registration of regulatory legal acts under No. 10333, published on March 20, 2015 in the information and legal system "Adilet") and submission of a conclusion on its results;

      the service provider's executive, after receiving a conclusion from the territorial unit, prepares, within 2 (two) working days, a license and (or) annex to a license to perform work and provide services in the field of environmental protection, or a reasoned refusal to provide the public service.

      after signing by the service provider, the service recipient receives a license and (or) annex to the license to perform work and provide services in the field of environmental protection, or a reasoned refusal to provide the public service, signed by the EDS of the head of the service provider, on the portal in the personal account in the form of an electronic document.

      To reissue a license and (or) annex to a license:

      reissuance of the license and (or) annex to the license is considered within 3 (three) working days;

      the service provider's executive, within 2 (two) working days from the date of receipt of the service recipient's documents, verifies the completeness of the submitted documents specified in subparagraph 2) of paragraph 4 of these Rules;

      in the event that the submitted documents and (or) expired documents are found to be incomplete, the service provider's executive prepares a reasoned refusal to further consider the application;

      after signing by the service provider, the service recipient receives a reasoned refusal, signed by the EDS of the head of the service provider, on the portal in the personal account in the form of an electronic document;

      if the completeness of the submitted documents is established, the executive considers them for compliance with the Law of the Republic of Kazakhstan dated May 16, 2014 "On permits and notifications" (hereinafter - the Law on permits and notifications) and prepares a decision;

      after signing by the service provider, the service recipient receives a reissued license and (or) annex to the license to perform work and provide services in the field of environmental protection, or a reasoned refusal to provide a public service, signed by the EDS of the head of the service provider, on the portal in the personal account in the form of an electronic document.

      6. Grounds for refusal to provide public service are:

      1) engagement in an activity is prohibited for the service recipient in accordance with subparagraph 1) of paragraph 1 of article 32 of the Law of the Republic of Kazakhstan dated May 16, 2014 "On permits and notifications";

      2) non-compliance of the service recipient with the qualification requirements;

      3) the license fee for the right to engage in certain types of activities has not been paid, in the case of an application for issuing a license for the type of activity; 4) establishment of the inaccuracy of the documents submitted by the service recipient for receiving public service, and (or) the data (information) contained therein;

      5) in relation to the service recipient, there is a court decision (verdict) that has entered into legal force on prohibition of activities or certain types of activities requiring the receipt of a certain public service;

      6) in relation to the service recipient there is a court decision that has entered into legal force, on the basis of which the service recipient is deprived of a special right related to the receipt of a public service.

      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 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.

**Chapter 3. Procedure for appealing decisions, actions (inaction) of service providers and (or) their officials on the issues of provision of public services**

      8. To appeal the decisions, actions (inaction) of the service provider and (or) its officials on the issues of provision of public services, the complaint is submitted to the name of the service provider's management at the address specified in paragraph 7 of Appendix 6 to these Rules.

      The complaint is submitted in writing by mail, through the portal, or on purpose through the office of the service provider on weekdays.

      The complaint contains:

      1) an individual - his last name, first name, patronymic (if any), postal address, contact phone number;

      2) a legal entity - its name, postal address, outgoing number and date.

      The appeal is signed by the service recipient.

      Confirmation of acceptance of the complaint is its registration (stamp, incoming number and date) in the office of the service provider, indicating the name and initials of the person who accepted the complaint, the time and place for receiving a response to the complaint filed.

      When contacting through the portal, information on the appeal procedure can be obtained by calling the Unified Contact Center at 1414, 8 800 080 7777.

      When sending a complaint through the portal, information about the appeal is available to the service recipient in the "personal account", which is updated during the processing of the appeal by the service provider (notes on delivery, registration, execution, response to consider or refusal to consider).

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

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

      by the authorized body for assessment and control over the quality of provision of public services within 15 (fifteen) working days from the date of its registration. The term for consideration of the complaint by the service provider, the authorized body for assessment and control over the quality of provision 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 it is necessary:

      1) to conduct additional study or verification of a complaint or verification with a visit to the place;

      2) to obtain additional information.

      In the event of an extension of the period for considering a complaint, an official authorized to consider complaints within 3 (three) working days from the date of extension of the period for considering a complaint notifies in writing (when filing a complaint on paper) or electronically (when filing a complaint in electronic form) the applicant who filed the complaint about the extension of the period for considering the complaint, indicating the reasons for the extension.

      9. In cases of disagreement with the results of the decision of the service provider, the service recipient applies to the court in accordance with subparagraph 6) of paragraph 1 of Article 4 of the Law.

**Chapter 4. Other requirements taking into account the specifics of provision of public service**

      10. The service recipient has the opportunity to receive information about the procedure and status of the provision of public service in remote access mode through the "personal account" of the portal, as well as a unified contact center for provision of public services.

      11. Contact numbers of reference services on provision of public service: the Unified Contact Center: 1414, 8 800 080 7777.

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|  | Appendix 1 to the Rules for public service  "Issuance of a license for  performance of work and provision  of services in the field of  environmental protection" |
|  | Form |

**Application of an individual for obtaining a license and (or) annex to a license**

      To \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (full name of the licensor)

      from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (surname, name, patronymic (if any) of an individual, individual identification number)

      I ask to issue a license and (or) annex to the license to implement

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (indicate the full name of the type of activity and (or) subtype (s) of activity)

      Residence address of an individual \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (postal code, region, city, district, locality, street name, house / building No.)

      Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      Phone numbers \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      Fax \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      Bank account \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (account number, name and location of the bank)

      Address of the object of implementation of the activity or actions (operations)

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (postal code, region, city, district, locality, street name, house / building No. (stationary premises)

      \_\_\_\_\_ sheets attached.

      It is hereby confirmed that:

      all specified data are official contacts and any information can be sent to them

      on the issues of issuing or refusing to issue a license and (or) annex to a license;

      the applicant is not prohibited by the court from engaging in a licensed type and (or) subtype of activity;

      all attached documents are true and valid;

      the applicant agrees to the use of personal data of limited access constituting the secret protected

      by law, contained in information systems when issuing a license and (or) annex to a license.

      Individual \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (surname, name, patronymic (if any)

      Date of filling: "\_\_" \_\_\_\_\_\_\_20\_\_

      Place for electronic digital signature

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|  | Appendix 2 to the Rules for public service  "Issuance of a license for  performance of work and provision  of services in the field of  environmental protection" |
|  | Form |

**Application of a legal entity for obtaining a license and (or) annex to a license**

      To \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (full name of the licensor)

      from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (full name, location, business identification number of a legal entity (including a foreign legal entity), business identification number of a branch or representative office of a foreign legal entity - if the legal entity does not have a business identification number)

      I ask to issue a license and (or) annex to the license to implement

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (indicate the full name of the type of activity and (or subtype (s) of activity)

      Legal entity address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (postal code, country (for a foreign legal entity, region, city, district, settlement, street name, house / building No. (stationary premises)

      Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      Phone numbers \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      Fax \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      Bank account \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (account number, name and location of the bank)

      the address of the object of implementation of activity or actions (operations) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

      (postal code, region, city, district, locality, street name, house / building No. (stationary premises)

      \_\_\_\_\_ sheets attached.

      It is hereby confirmed that:

      all specified data are official contacts and any information can be sent to them

      on the issues of issuing or refusing to issue a license and (or) annex to a license;

      the applicant is not prohibited by the court from engaging in a licensed type and (or) subtype of activity;

      all attached documents are true and valid;

      the applicant agrees to the use of personal data of limited access constituting the secret protected

      by law, contained in information systems when issuing a license and (or) annex to a license.

      I hereby confirm that I am responsible in accordance with the legislation of the Republic of Kazakhstan for the accuracy of the information provided (filled in) by me.

      Manager \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (surname, name, patronymic (if any)

      Date of filling: "\_\_\_" \_\_\_\_\_\_20

      Place for electronic digital signature

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|  | Appendix 3 to the Rules for public service  "Issuance of a license for  performance of work and provision  of services in the field of  environmental protection" |
|  | Form |

**Information on compliance with qualification requirements for performance of work and provision of services in the field of environmental protection**

      1. To activities on environmental design, regulation and (or) environmental audit

      for category I of economic and other activities for individuals:

      1) relevant higher education in the profile:

      name of specialty and qualifications;

      number and date of issue of the diploma;

      place of issue of the diploma;

      name of educational institution that issued the diploma;

      number and date of the certificate of recognition and nostrification of educational documents,

      issued by foreign educational organizations

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      2) practical experience in the field of environmental protection for at least three years, including in the field

      of environmental design, regulation for at least one year for environmental audit activities:

      work experience in the field of environmental protection;

      work experience in the field of environmental design, regulation:

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      place of work;

      position held \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      number and date of the order for employment and (or) number and date of the individual labor contract

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      3) an accredited specialized laboratory or an agreement on performance of analytical work (services)

      by organizations with accredited laboratories:

      availability of own laboratory;

      number and date of the accreditation certificate;

      scope of accreditation;

      the body that issued the accreditation certificate;

      place of issue of the accreditation certificate;

      validity period of the accreditation certificate;

      in the absence of own laboratory:

      agreement on performance of analytical work (services) by organizations with accredited laboratories:

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      name of the organization that has the laboratory;

      number and date of conclusion of the contract;

      number and date of the accreditation certificate;

      scope of accreditation;

      the body that issued the accreditation certificate;

      place of issue of the accreditation certificate;

      validity period of the accreditation certificate;

      4) a program package for calculating standards for emissions into the environment:

      name of the program package;

      program package manufacturer.

      2. For activities on environmental design, regulation and (or) environmental audit

      for category I of economic and other activities for legal entities:

      1) higher education (for the head):

      name of specialty and qualifications;

      number and date of issue of the diploma;

      place of issue of the diploma;

      name of educational institution that issued the diploma;

      number and date of the certificate of recognition and nostrification of educational documents issued by foreign educational organizations

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      number and date of the order for hiring as a manager and (or) number and date of the individual labor contract

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      2) at least two specialists working in the staff of this legal entity, having an appropriate higher

      profile education with at least three years of practical experience in the field of environmental protection:

      surname, name, patronymic (if any) of the specialist;

      position held;

      work experience in the field of environmental protection;

      positions held;

      number and date of the order for employment and (or) number and date of the individual labor contract

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      name of specialty and qualifications \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      number and date of issue of the diploma \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      place of issue of the diploma \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      name of educational institution that issued the diploma \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      number and date of the certificate of recognition and nostrification of educational documents issued by foreign educational organizations

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      for an environmental audit: at least two environmental auditors employed by this legal entity:

      surname, name, patronymic (if any) of the environmental auditor

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      position held \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      number and date of the order for employment and (or) number and date of the individual labor contract

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      number and date of issue of the license indicating the type of activity (environmental audit)

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      3) an accredited specialized laboratory or an agreement on performance of analytical work (services)

      by organizations that have the indicated laboratories:

      availability of own laboratory

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      number and date of the accreditation certificate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      scope of accreditation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      the body that issued the accreditation certificate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      place of issue of the accreditation certificate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      validity period of the accreditation certificate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      in the absence of own laboratory:

      name of the organization that has the laboratory \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      number and date of conclusion of the contract \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      number and date of the accreditation certificate

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      scope of accreditation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      the body that issued the accreditation certificate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      place of issue of the accreditation certificate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      validity period of the accreditation certificate \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      4) a program package for calculating standards for emissions into the environment:

      name of the program package \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      program package manufacturer \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

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| --- | --- |
|  | Appendix 4 to the Rules for public service  "Issuance of a license for  performance of work and provision  of services in the field of  environmental protection" |
|  | Form |

**Application of an individual for re-issuing a license and (or) annex to a license**

      To \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (full name of the licensor)

      from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (last name, first name, patronymic (if any) of an individual, individual identification number)

      I ask to reissue the license and (or) annex to the license (underline the necessary)

      No. \_\_\_\_\_\_\_\_\_ dated "\_\_\_\_\_\_\_\_\_" 20\_\_\_, issued \_\_\_\_\_\_\_\_\_\_\_\_\_ (number (s) of the license and (or) annex (s) to the license,

      date of issue, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      name of the licensor who issued the license and (or)

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      annex (s) to the license) for implementation

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (full name of the type of activity and (or) subtype (s) of activity) for the following reason (s) (indicate in the appropriate cell X):

      1) change of surname, name, patronymic (if any) of an individual licensee

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      2) re-registration of an individual entrepreneur-licensee, change of his name

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      3) re-registration of an individual entrepreneur-licensee, change of his legal address

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      4) alienation by the licensee of the license issued under the class "permits issued for objects", together with the object in favor of third parties in cases where the alienation of the license is provided for by Appendix 1 to the Law of the Republic of Kazakhstan "On permits and notifications" dated May 16, 2014

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      5) change of the address of the location of an object without its physical movement for a license issued under the class "permits issued to objects" or for annexes to a license indicating objects

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      6) the presence of a requirement for re-registration in the laws of the Republic of Kazakhstan

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      7) change of the name of the type of activity \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      8) change of the name of the subtype of activity \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      Residence address of an individual

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (postal code, region, city, district, locality, street name, house / building No.)

      Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      Phone numbers \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      Fax \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      Bank account \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      (account number, name and location of the bank) address of the object of implementation of activity or actions (operations)

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

      (postal code, region, city, district, locality, street name, house / building No. (stationary premises)

      \_\_\_\_\_ sheets attached.

      It is hereby confirmed that:

      all specified data are official contacts and any information can be sent to them

      on the issues of issuance or refusal to issue a license and (or) annex to the license;

      the applicant is not prohibited by the court from engaging in a licensed type and (or) subtype of activity;

      all attached documents are true and valid;

      the applicant agrees to the use of personal data of limited access, constituting a secret protected by law, contained in information systems, when issuing a license and (or) annex to the license.

      Individual

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      (surname, name, patronymic (if any)

      Date of filling: "\_\_\_" \_\_\_\_\_20

      Place for electronic digital signature

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|  | Appendix 5 to the Rules for public service  "Issuance of a license for  performance of work and provision  of services in the field of  environmental protection" |
|  | Form |

**Application of a legal entity for re-issuing a license and (or) annex to a license**

      To\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (full name of the licensor)

      from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (full name, location, business identification number of a legal entity (including a foreign legal entity), business identification number of a branch or representative office of a foreign legal entity - if the legal entity does not have a business identification number)

      I ask to reissue the license and (or) annex (s) to the license (underline the necessary)

      No. \_\_\_\_\_\_\_\_\_\_ dated "\_\_\_" \_\_\_\_\_\_\_\_\_ 20 \_\_\_, issued \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (number (s) of the license and (or) annex (s) to the license, date of issue,

      name of the licensor who issued the license and (or) annex (s) to the license)

      For implementation of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (full name of the type of activity and (or) subtype (s) of activity)

      on the following basis (indicate in the appropriate X cell):

      1) reorganization of the legal entity-licensee in accordance with the procedure specified in Article 34 of the Law of the Republic of Kazakhstan "On permits and notifications" dated May 16, 2014 (hereinafter referred to as the Law) by (indicate in the appropriate X cell):

      merger \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      reorganization \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      joining \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      separation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      division

      2) change of the name of the legal entity-licensee \_\_\_\_\_\_\_\_\_\_\_\_;

      3) change of the location of the legal entity-licensee \_\_\_\_\_\_\_\_\_;

      4) alienation by the licensee of the license issued under the class "permits issued for objects", together with the object in favor of third parties in cases where the alienation of the license is provided for by Appendix 1 to the Law \_\_\_\_\_;

      5) change of the address of the location of the object without its physical movement for a license issued under the class "permits issued for objects" or for annexes to a license indicating objects

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      6) the presence of a requirement for re-registration in the laws of the Republic of Kazakhstan

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      7) change of the name of the type of activity \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      8) change of the name of the subtype of activity \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      Legal entity address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      (country - for a foreign legal entity, postal code, region, city, district, settlement, street name, house / building No. (stationary premises)

      Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      Phone numbers \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      Fax \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      Bank account \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      (account number, name and location of the bank)

      Address of the object of implementation of the activity or actions (operations)

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

      (postal code, region, city, district, locality, street name, house / building No. (stationary premises)

      \_\_\_\_\_\_ sheets attached.

      It is hereby confirmed that:

      all specified data are official contacts and any information on the issuance or refusal to issue a license and (or) annex to the license can be sent to them;

      the applicant is not prohibited by the court from engaging in a licensed type and (or) subtype of activity;

      all attached documents are true and valid;

      the applicant agrees to the use of personal data of limited access, constituting a secret protected by law, contained in information systems, when issuing a license and (or) annex to the license.

      Manager \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

      (surname, name, patronymic (if any)

      Date of filling: "\_\_" \_\_\_\_\_\_\_\_20

      Place for electronic digital signature

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|  | Appendix 6 to the Rules for public service  "Issuance of a license for  performance of work and provision  of services in the field of  environmental protection" |

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| Public service standard "Issuance of a license to perform work and provide services in the field of environmental protection" | | |
| 1 | Service provider name | Committee for environmental regulation and control of the Ministry of Ecology, Geology and Natural Resources of the Republic of Kazakhstan. |
| 2 | Methods of provision of a public service | Through the web portal of the "electronic government" www.egov.kz. |
| 3 | Term for provision of a public service | From the moment of registration of the application by the service provider:  issuance of a license and (or) annex to the license no later than 10 (ten) working days;  reissuance of a license and (or) annex to the license - within 3 (three) working days. |
| 4 | Form of provision of a public service | Electronic (fully automated). |
| 5 | Result of provision of a public service | License and (or) annex to the license, reissuance of a license and (or) annex to the license for performance of work and provision of services in the field of environmental protection, or a reasoned refusal to provide public service in the cases and on the grounds provided for in paragraph 9 of this public service standard.  The form of rendering is electronic (completely electronic). |
| 6 | Amount of payment charged from the service recipient when rendering a public service, and methods of collecting it in cases provided for by the legislation of the Republic of Kazakhstan | The public service is provided on a paid basis to service recipients.  The license fee for issuing a license, reissuing a license to perform work and provide services in the field of environmental protection is carried out in accordance with Article 554 of the Code of the Republic of Kazakhstan dated December 25, 2017 "On taxes and other obligatory payments to the budget" (Tax Code) and amounts to:  issuance of a license - 50 monthly calculation indexes (hereinafter - MCI);  reissuance of a license - 10% of the rate of the issuance of a license.  no license fee is charged for the issuance and reissuance of an annex to a license.  payment of the license fee is carried out in cash and non-cash forms through second-tier banks and organizations that carry out certain types of banking operations, as well as through the payment gateway of the "electronic government" (hereinafter - PGEG). |
| 7 | Schedule | The service provider - daily from 9:00 to 18:30, except weekends and holidays. Days off: Saturday and Sunday.  Portal - around the clock, except for 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 Code of the Republic of Kazakhstan dated November 23, 2015, the application is accepted and the results of provision of public service are issued on the next working day).  The addresses of the places of rendering public service are posted on:  1) the Internet resource of the service provider;  2) the portal www.egov.kz. |
| 8 | List of documents required for provision of a public service when the service recipient applies | To obtain a license and (or) an annex to a license:  an application of an individual for obtaining a license and (or) annex to a license in electronic form, certified by an electronic digital signature (hereinafter - EDS) of the service recipient;  an application of a legal entity for obtaining a license and (or) annex to the license in electronic form, certified by the EDS of the service recipient;  an electronic form of information on compliance with qualification requirements for performance of work and provision of services in the field of environmental protection;  to reissue a license and (or) annex to a license:  an application of an individual for re-issuing a license and (or) annex to a license in the form of an electronic document certified by the service recipient's EDS in electronic form, certified by the service recipient's EDS;  an application of a legal entity for re-issuing a license and (or) annex to the license in electronic form, certified by the EDS of the service recipient. |
| 9 | Grounds for refusal to provide a public service | 1) engaging in an activity is prohibited for the service recipient in accordance with subparagraph 1) of paragraph 1 of article 32 of the Law of the Republic of Kazakhstan dated May 16, 2014 "On permits and notifications";  2) non-compliance with the qualification requirements established by the order of the Minister of Energy of the Republic of Kazakhstan dated January 14, 2015 No. 6 "On approval of qualification requirements for a licensed type of activity in the field of environmental protection and the list of documents confirming compliance with them" (registered in the Register of state registration of regulatory legal acts under No. 10333, published on March 20, 2015 in the information and legal system "Adilet");  3) the license fee for the right to engage in certain types of activities has not been paid, in the case of an application for issuing a license for the type of activity;  4) establishment of the inaccuracy of the documents submitted by the service recipient for receiving public service, and (or) the data (information) contained therein;  5) in relation to the service recipient, there is a court decision (verdict) that has entered into legal force on prohibition of activities or certain types of activities requiring the receipt of a certain public service;  6) in relation to the service recipient there is a court decision that has entered into legal force, on the basis of which the service recipient is deprived of a special right related to the receipt of a public service. |

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|  | Appendix 2 to the order of the  Minister of ecology, geology and natural resources of the Republic of Kazakhstan  dated June 2, 2020 № 130 |

**Rules for provision of public service "Issuance of a license for import into the territory of the Republic of Kazakhstan from countries that are not members of the Customs Union, and export from the territory of the Republic of Kazakhstan to these countries of ozone-depleting substances and products containing them" Chapter 1. General provisions**

      1. These Rules for provision of public service "Issuance of a license for import into the territory of the Republic of Kazakhstan from countries that are not members of the Customs Union, and export from the territory of the Republic of Kazakhstan to these countries of ozone-depleting substances and products containing them" (hereinafter referred to as 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 for provision of public service "Issuance of a license for import into the territory of the Republic of Kazakhstan from countries that are not members of the Customs Union, and export from the territory of the Republic of Kazakhstan to these countries of ozone-depleting substances and products containing them” (hereinafter - the public service).

      2. The public service is provided by the Committee for environmental regulation and control of the Ministry of Ecology, Geology and Natural Resources of the Republic of Kazakhstan (hereinafter referred to as the service provider).

      3. The public service is provided to individual and (or) legal entities (hereinafter referred to as the service recipient).

**Chapter 2. Procedure for provision of public service**

      4. To receive a public service, the service recipient sends to the service provider through the web portal of the “electronic government” www.egov.kz (hereinafter referred to as the portal):

      to obtain a license and (or) annex to a license:

      an application for obtaining a license and (or) annex to a license for the export of certain types of goods in electronic form, certified by an electronic digital signature (hereinafter - EDS) of the service recipient, in the form in accordance with Appendix 1 to these Rules;

      an application for obtaining a license and (or) annex to a license for the import of certain types of goods in electronic form, certified by the EDS of the service recipient, in the form in accordance with Appendix 2 to these Rules;

      an electronic copy of the agreement (contract) on provision of intermediary services (if an intermediary acts as an applicant);

      an electronic copy of the certificate of conformity or a written notification of the manufacturer (producer) that the ozone-depleting substances and (or) products containing ozone-depleting substances produced by him meet the requirements of the documents in accordance with which they are manufactured;

      an electronic copy of the current cargo insurance policy or other document provided for by the legislation of a member state of the Union, confirming the provision by the applicant importing ozone-depleting substances and (or) products containing ozone-depleting substances, of guarantees in case of damage to human health and the environment;

      in case of import of reclaimed and (or) recycled ozone-depleting substances, an electronic copy of the agreement (contract) with the organization on restoration of ozone-depleting substances (submitted if the restoration is carried out not by the applicant) and confirmation of the availability of the installation in the organization that plans to restore ozone-depleting substances that meets the established requirements;

      in case of import of reclaimed and (or) recycled ozone-depleting substances, an electronic copy of the agreement (contract) with the organization for destruction of ozone-depleting substances (submitted if the destruction is carried out not by the applicant) and confirmation that the organization that plans to carry out the destruction of ozone-depleting substances has an installation for destruction in accordance with the technologies for destruction of ozone-depleting substances approved by the Decisions of the Parties to the Montreal Protocol;

      in case of importing ozone-depleting substances for use as raw materials, an electronic copy of the applicant's letter confirming the use of ozone-depleting substances exclusively as raw materials for production of ozone-friendly chemicals, or a copy of an agreement (contract) with an organization that will use ozone-depleting substances exclusively as raw materials for production of ozone-friendly chemical substances;

      an electronic copy of information confirming that the movement of ozone-depleting substances is carried out in reusable containers, if the legislation of a member state of the Union establishes a ban on the import (export) of ozone-depleting substances in single-use containers.

      The list of basic requirements for provision of 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 public services, are set out in the public service standard "Issuance of a license to import into the territory of the Republic of Kazakhstan from countries not included in the Customs union, and export from the territory of the Republic of Kazakhstan to these countries of ozone-depleting substances and products containing them" in accordance with Appendix 3 to these Rules.

      5. Office of the service provider registers the applications with the attached documents on the day of receipt on the portal and sends to the executive of the service provider.

      The service provider receives information about the identity documents of the service recipient, about state registration (re-registration) of a legal entity, about registration as an individual entrepreneur, a document confirming payment from the relevant state information systems through the gateway of the "electronic government".

      When issuing a license and (or) annex to a license for the export or import of certain types of goods:

      the executive verifies the completeness of the submitted documents within 2 (two) working days from the date of registration of the application;

      in the event that the submitted documents and (or) expired documents are found to be incomplete, the service provider's executive prepares a reasoned response to further consider the application;

      after signing by the service provider, the service recipient receives a reasoned response to further consider the application, signed with an electronic digital signature (hereinafter - EDS) of the head of the service provider, on the portal in the personal account in the form of an electronic document;

      in case of establishing the completeness of the submitted documents, the executive considers them within 4 (four) working days for compliance with the requirements established by paragraph 6 of these Rules; in case of their compliance, the executive prepares a license for the import into the territory of the Republic of Kazakhstan from countries that are not members of the Customs Union in accordance with the limits (quotas) of consumption of ozone-depleting substances for the period of the corresponding year, and export from the territory of the Republic of Kazakhstan to these countries of ozone-depleting substances and products containing them within 1 (one) working day;

      after signing by the service provider, the service recipient receives a license to import into the territory of the Republic of Kazakhstan from countries that are not members of the Customs Union in accordance with the limits (quotas) of consumption of ozone-depleting substances for the corresponding year, and export from the territory of the Republic of Kazakhstan to these countries of ozone-depleting substances and products containing them, signed with an EDS of the head of the service provider, on the portal in the personal account in the form of an electronic document;

      in the event of their discrepancy, the executive prepares a reasoned response on refusal to provide public service;

      after signing by the service provider, the service recipient receives a reasoned refusal to provide the public service, signed by the EDS of the head of the service provider, on the portal in the personal account in the form of an electronic document.

      6. The grounds for refusal to provide a public service upon obtaining a license and (or) annex to a license are:

      1) engaging in an activity is prohibited for the service recipient in accordance with subparagraph 1) of paragraph 1 of article 32 of the Law of the Republic of Kazakhstan dated May 16, 2014 "On permits and notifications";

      2) the license fee has not been paid;

      3) the service recipient does not meet the qualification requirements established by order of the Minister of National Economy of the Republic of Kazakhstan dated January 30, 2015 No. 67 "On approval of qualification requirements for licensing the export and import of goods, the list of documents confirming compliance with them, application forms for obtaining a license and (or) annexes to a license, forms of licenses and (or) annexes to a license” (registered in the Register of state registration of regulatory legal acts under No. 11074, published on June 12, 2015 in the information and legal system “Adilet”);

      4) in relation to the service recipient there is a court decision (verdict) that has entered into legal force on suspension or prohibition of the declared type of activity;

      5) on the basis of the recommendation of the bailiff, the court temporarily prohibited issuance of a license to the service recipient;

      6) the absence of a quota for consumption of ozone-depleting substances, established by the authorized body in the field of environmental protection, in accordance with Article 313 of the Environmental Code of the Republic of Kazakhstan dated January 9, 2007;

      7) establishing the inaccuracy of the documents submitted by the service recipient for receiving public service, and (or) the data (information) contained therein.

      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 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.

**Chapter 3. Procedure for appealing decisions, actions (inaction) of service providers and (or) their officials on the issues of provision of public services**

      8. To appeal the decisions, actions (inaction) of the service provider and (or) its officials on the issues of provision of public services, the complaint is submitted to the name of the service provider's management at the address specified in paragraph 7 of Appendix 6 to these Rules.

      The complaint is submitted in writing by mail, through the portal, or on purpose through the office of the service provider on weekdays.

      The complaint contains:

      1) an individual - his surname, name, patronymic (if any), postal address, contact phone number;

      2) a legal entity - its name, postal address, outgoing number and date. The appeal is signed by the service recipient.

      Confirmation of acceptance of the complaint is its registration (stamp, incoming number and date) in the office of the service provider, indicating the name and initials of the person who accepted the complaint, the time and place for receiving a response to the complaint filed.

      When contacting through the portal, information on the appeal procedure can be obtained by calling the Unified Contact Center at 1414, 8 800 080 7777.

      When sending a complaint through the portal, information about the appeal is available to the service recipient in the "personal account", which is updated during the processing of the appeal by the service provider (notes on delivery, registration, execution, response to consider or refusal to consider).

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

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

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

      The term for consideration of the complaint by the service provider, the authorized body for assessment and control over the quality of provision 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 it is necessary:

      1) to conduct additional study or verification of a complaint or verification with a visit to the place;

      2) to obtain additional information.

      In the event of an extension of the period for considering a complaint, an official authorized to consider complaints within 3 (three) working days from the date of extension of the period for considering a complaint notifies in writing (when filing a complaint on paper) or electronically (when filing a complaint in electronic form) the applicant who filed the complaint about the extension of the period for considering the complaint, indicating the reasons for the extension.

      9. In cases of disagreement with the results of the decision of the service provider, the service recipient applies to the court in accordance with subparagraph 6) of paragraph 1 of Article 4 of the Law.

**Chapter 4. Other requirements taking into account the specifics of provision of public service**

      10. The service recipient has the opportunity to receive information about the procedure and status of the provision of public service in remote access mode through the "personal account" of the portal, as well as a unified contact center for provision of public services. 11. Contact numbers of reference services on the provision of public services: the Unified Contact Center: 1414, 8 800 080 7777.

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|  | Appendix 1 to the Rules for public service  “Issuance of a license for import  into the territory of the Republic of  Kazakhstan from countries that are  not members of the Customs  Union, and export from the  territory of the Republic of  Kazakhstan to these countries of  ozone-depleting substances and  products containing them” |
|  | Form |

**Application for issuance of a license for export of certain types of goods**

|  |  |  |
| --- | --- | --- |
| 1. Application No. | 2. Validity period from "\_\_" \_\_\_\_20 .. to "\_\_\_" \_\_\_\_\_20 .. | |
| 3. License type  EXPORT | 4. Contract  № dated | |
| 5. Applicant | 6. Buyer | |
| 7. Country of destination | 8. Buyer's country | |
| 9. Contract currency | 10. Cost | 11. Statistical cost |
| 12. Country of origin | 13. Quantity | 14. Unit of measurement |
| 15. Product code for the unified commodity nomenclature of foreign economic activity and its description | | |
| 16. Additional information | | |
| 17. Grounds for issuing a license | 18. Authorized person of the applicant  Surname, name, patronymic (if any)  Position  Telephone  Place for electronic digital signature, date | |

|  |  |
| --- | --- |
|  | Annex to the application to obtain a  license to export certain  types of goods |
|  | Form |

|  |  |  |  |
| --- | --- | --- | --- |
| The authorized state executive body of the member state of the Customs Union | | | |
| Annex to the license № dated | | | |
| № | Description of goods | Quantity | Unit of measurement |
| Cost |
| № | Description of goods | Quantity | Unit of measurement |
| Cost |
| № | Description of goods | Quantity | Unit of measurement |
| Cost |
| № | Description of goods | Quantity | Unit of measurement |
| Cost |
| № | Description of goods | Quantity | Unit of measurement |
| Cost |
| № | Description of goods | Quantity | Unit of measurement |
| Cost |
| № | Description of goods | Quantity | Unit of measurement |
| Cost |
| № | Description of goods | Quantity | Unit of measurement |
| Cost |
| Total sheets\_\_\_\_\_, sheet № | | 18. Authorized person  Surname, name, patronymic (if any)  Position  Signature  Date | |

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|  | Appendix 2 to the Rules for public service  “Issuance of a license for import  into the territory of the Republic of  Kazakhstan from countries that are  not members of the Customs  Union, and export from the  territory of the Republic of  Kazakhstan to these countries of  ozone-depleting substances and  products containing them” |
|  | Form |

**Application for issuance of a license to import certain types of goods**

|  |  |  |
| --- | --- | --- |
| 1. Application No. | 2. Validity period from "\_\_" \_\_\_\_20 .. to "\_\_\_" \_\_\_\_\_20 .. | |
| 3. License type  IMPORT | 4. Contract  № dated | |
| 5. Applicant | 6. Buyer | |
| 7. Country of destination | 8. Buyer's country | |
| 9. Contract currency | 10. Cost | 11. Statistical cost |
| 12. Country of origin | 13. Quantity | 14. Unit of measurement |
| 15. Product code for the unified commodity nomenclature of foreign economic activity and its description | | |
| 16. Additional information | | |
| 17. Grounds for issuing a license | 18. Authorized person of the applicant  Surname, name, patronymic (if any)  Position  Telephone  Place for electronic digital signature, date | |

|  |  |
| --- | --- |
|  | Annex to the application to obtain a  license to import certain  types of goods |
|  | Form |

|  |  |  |  |
| --- | --- | --- | --- |
| The authorized state executive body of the member state of the Customs Union | | | |
| Annex to the license № dated | | | |
| № | Description of goods | Quantity | Unit of measurement |
| Cost |
| № | Description of goods | Quantity | Unit of measurement |
| Cost |
| № | Description of goods | Quantity | Unit of measurement |
| Cost |
| № | Description of goods | Quantity | Unit of measurement |
| Cost |
| № | Description of goods | Quantity | Unit of measurement |
| Cost |
| № | Description of goods | Quantity | Unit of measurement |
| Cost |
| № | Description of goods | Quantity | Unit of measurement |
| Cost |
| № | Description of goods | Quantity | Unit of measurement |
| Cost |
| Total sheets\_\_\_\_\_, sheet № | | 18. Authorized person  Surname, name, patronymic (if any)  Position  Signature  Date | |

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|  | Appendix 3 to the Rules of public service  “Issuance of a license for import  into the territory of the Republic of  Kazakhstan from countries that are  not members of the Customs  Union, and export from the  territory of the Republic of  Kazakhstan to these countries of  ozone-depleting substances and  products containing them” |

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| Public service standard "Issuance of a license for import into the territory of the Republic of Kazakhstan from countries that are not members of the Customs Union, and export from the territory of the Republic of Kazakhstan to these countries of ozone-depleting substances and products containing them" | | |
| 1 | Service provider name | Committee for environmental regulation and control of the Ministry of Ecology, Geology and Natural Resources of the Republic of Kazakhstan. |
| 2 | Methods of provision of a public service | Through the web portal of the "electronic government" www.egov.kz. |
| 3 | Term for provision of a public service | From the moment of registration of the application by the service provider:  issuance of a license no later than 8 (eight) working days. |
| 4 | Form of provision of a public service | Electronic (fully automated). |
| 5 | Result of provision of a public service | A license to import into the territory of the Republic of Kazakhstan from countries that are not members of the Customs Union in accordance with the limits (quotas) of consumption of ozone-depleting substances for the period of the corresponding year, and export from the territory of the Republic of Kazakhstan to these countries of ozone-depleting substances and products containing them, or a reasoned refusal to provide a public services in cases and on the grounds provided for in paragraph 9 of this public service standard.  The form of rendering is electronic (completely electronic). |
| 6 | Amount of payment charged from the service recipient when rendering a public service, and methods of collecting it in cases provided for by the legislation of the Republic of Kazakhstan | The public service is provided on a paid basis to service recipients.  The license fee for issuing a license to import into the territory of the Republic of Kazakhstan from countries that are not members of the Customs Union, and export from the territory of the Republic of Kazakhstan to these countries of ozone-depleting substances and products containing them is carried out in accordance with Article 554 of the Code of the Republic of Kazakhstan dated December 25, 2017 " On taxes and other obligatory payments to the budget ”(Tax Code) and is:  issuance of a license - 10 monthly calculation indexes (hereinafter - MCI);  payment is made in cash and non-cash through second-tier banks and organizations that carry out certain types of banking operations, as well as through the payment gateway of the "electronic government" (hereinafter - PGEG). |
| 7 | Schedule | The service provider - daily from 9:00 to 18:30, except weekends and holidays.  Days off: Saturday and Sunday.  Portal - around the clock, with the exception of technical breaks related to repair work (when 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 application is accepted and the result of the provision of public services is issued on the next working day).  The addresses of the places of rendering public services are posted on:  1) the Internet resource of the service provider;  2) the portal www.egov.kz. |
| 8 | List of documents required for provision of a public service when the service recipient applies | To obtain a license and (or) an annex to a license:  an application for obtaining a license and (or) annex to a license for the export of certain types of goods in electronic form, certified by an electronic digital signature (hereinafter - EDS) of the service recipient;  an application for obtaining a license and (or) annex to a license for the import of certain types of goods in electronic form, certified by the EDS of the service recipient;  an electronic copy of the agreement (contract) on provision of intermediary services (if an intermediary acts as an applicant);  an electronic copy of the certificate of conformity or a written notification of the manufacturer (producer) that the ozone-depleting substances and (or) products containing ozone-depleting substances produced by him meet the requirements of the documents in accordance with which they are manufactured;  an electronic copy of the current cargo insurance policy or other document provided for by the legislation of a member state of the Union, confirming the provision by the applicant importing ozone-depleting substances and (or) products containing ozone-depleting substances, of guarantees in case of damage to human health and the environment;  in case of import of reclaimed and (or) recycled ozone-depleting substances, an electronic copy of the agreement (contract) with the organization on restoration of ozone-depleting substances (submitted if the restoration is carried out not by the applicant) and confirmation of the availability of the installation in the organization that plans to restore ozone-depleting substances that meets the established requirements;  in case of import of reclaimed and (or) recycled ozone-depleting substances, an electronic copy of the agreement (contract) with the organization for destruction of ozone-depleting substances (submitted if the destruction is carried out not by the applicant) and confirmation that the organization that plans to carry out the destruction of ozone-depleting substances has an installation for destruction in accordance with the technologies for destruction of ozone-depleting substances approved by the Decisions of the Parties to the Montreal Protocol;  in case of importing ozone-depleting substances for use as raw materials, an electronic copy of the applicant's letter confirming the use of ozone-depleting substances exclusively as raw materials for production of ozone-friendly chemicals, or a copy of an agreement (contract) with an organization that will use ozone-depleting substances exclusively as raw materials for production of ozone-friendly chemical substances;  an electronic copy of information confirming that the movement of ozone-depleting substances is carried out in reusable containers, if the legislation of a member state of the Union establishes a ban on the import (export) of ozone-depleting substances in single-use containers. |
| 9 | Grounds for refusal to provide a public service | 1) engaging in an activity is prohibited for the service recipient in accordance with subparagraph 1) of paragraph 1 of article 32 of the Law of the Republic of Kazakhstan dated May 16, 2014 "On permits and notifications";  2) the license fee has not been paid;  3) the service recipient does not meet the qualification requirements established by the order of the Minister of National Economy of the Republic of Kazakhstan dated January 30, 2015 No. 67 "On approval of qualification requirements for licensing the export and import of goods, the list of documents confirming their compliance, application forms for obtaining licenses and (or) annexes to a license, forms of licenses and (or) annexes to a license” (registered in the Register of state registration of regulatory legal acts under No. 11074, published on June 12, 2015 in the information and legal system“ Adilet ”);  4) in relation to the service recipient there is a court decision (verdict) that has entered into legal force on suspension or prohibition of the declared type of activity;  5) on the basis of the recommendation of the bailiff, the court temporarily prohibited the issuance of a license to the service recipient;  6) the absence of a quota for consumption of ozone-depleting substances established by the authorized body in the field of environmental protection in accordance with Article 313 of the Environmental Code of the Republic of Kazakhstan dated January 9, 2007;  7) establishing the inaccuracy of the documents submitted by the service recipient for receiving public service, and (or) the data (information) contained therein. |

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|  | Appendix 3 to the order of the  Minister of ecology, geology and  natural resources of the Republic of Kazakhstan  dated June 2, 2020 № 130 |

**Rules**   
**for provision of public service "Issuance of a permit for works using ozone-depleting substances,**  
**repair, installation, maintenance of equipment, containing ozone-depleting substances"**

      Footnote. Appendix 3 has become invalid by the order of the acting Minister of Ecology, Geology and Natural Resources of the Republic of Kazakhstan dated 19.07.2021 No. 258 (shall be enforced sixty calendar days after the day of its first official publication);

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|  | Appendix 4 to the order of the Minister of ecology,  geology and natural resources of the Republic of Kazakhstan dated June 2, 2020 № 130 |

**The Rules for provision of public service "Issuance of a conclusion on the results of an environmental impact assessment"**

      Footnote. Appendix 4 - as amended by the order of the acting Minister of Ecology, Geology and Natural Resources of the Republic of Kazakhstan dated 20.08.2021 No. 337 (shall be enforced ten calendar days after the day of its first official publication).

**Chapter 1. General provisions**

      1. These Rules for provision of public service "Issuance of a conclusion based on the results of an environmental impact assessment" (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 referred to as the Law) and determine the procedure for providing public service “Issuance of a conclusion on the results of an environmental impact assessment” (hereinafter referred to as the public service).

      2. The public service is provided by the Committee for Environmental Regulation and Control of the Ministry of Ecology, Geology and Natural Resources of the Republic of Kazakhstan (hereinafter referred to as the Committee) and its territorial divisions (hereinafter referred to as the service provider).

      3. The public service is provided to individuals and (or) legal entities (hereinafter referred to as the service recipient).

      4. Public service is provided:

      through the web portal of the "electronic government" www.egov.kz (hereinafter referred to as the portal);

      through the service provider's office.

      Chapter 2. Procedure for provision of a public service

      5. To receive a public service, the service recipient sends the service provider through the portal or through the service provider's office an application in the form, in accordance with Appendixes 1 and 2 to these Rules, with the attached documents specified in paragraph 8 of the Public Service Standard.

      The list of basic requirements for provision of the 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 the public service, are set out in the public service standard "Issuance of a conclusion on the results of an environmental impact assessment" in accordance with Appendix 3 to these Rules.

      6. On the day of receipt of documents, the service provider accepts and registers them. In cases where the service recipient submits an incomplete package of documents according to the list and (or) expired documents, the service provider refuses to accept the application.

      When sending an application through the portal, the contractor checks for completeness of the submitted documents within 2 (two) working days from the date of registration of the application;

      in case of establishing the incompleteness of the submitted documents and (or) expired documents, the contractor of the service provider prepares a reasoned refusal to further consider the application;

      after signing by the service provider, the service recipient receives a reasoned refusal to further consider the application, signed by the EDS of the head of the service provider, on the portal in the personal account in the form of an electronic document.

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

      Information about identity documents, state registration (re-registration) of a legal entity, an individual entrepreneur, is received by the contractor of the service provider from the relevant state information systems through the e-government gateway.

      At the initial request of the service recipient, the procedure for issuing a conclusion based on the results of the environmental impact assessment is carried out according to the following sequential actions:

      if the completeness of the submitted documents is established, the service provider’s contractor, within 2 working days from the date of registration of the application, places a draft report on possible impacts on the official Internet resource of the service provider along with an announcement of public hearings, which is available for at least 30 (thirty) calendar days from the date of placement for the public awareness, sends a draft report on possible impacts to the interested state bodies, including local executive bodies through the Unified Electronic Document Management System of state bodies of the Republic of Kazakhstan.

      Local executive bodies of the relevant administrative-territorial units, after receiving a draft report on possible impacts from the service provider, within 1 (one) working day, post it on their official Internet resources for public discussion.

      Interested state bodies through the Unified Electronic Document Management System of state bodies of the Republic of Kazakhstan, and the public by mail send their comments and suggestions to the service provider on the draft report on possible impacts within 15 (fifteen) working days from the date of sending and (or) placement by the service provider or orally during public hearings.

      Comments and suggestions in writing received from interested state bodies and the public are entered by the service provider within 4 (four) working days in the summary table, which is submitted for public hearings along with the draft report on possible impacts.

      The deadline for holding public hearings is 5 (five) consecutive working days. From the date of completion of public hearings, within 2 (two) working days, a protocol of public hearings is formed, which is signed by the chairman and secretary of public hearings.

      If the service recipient fails to eliminate the reasoned remarks, the service provider’s contractor, within 1 (one) working day in accordance with Article 73 of the Administrative Procedure Code of the Republic of Kazakhstan, sends the service recipient a notification of a preliminary decision to refuse to provide a public service, as well as the time and place of the hearing for the opportunity to express position to the service recipient on the prior decision.

      Objections of the service recipient on a preliminary decision are accepted by the service provider within 2 working days from the date of its receipt.

      Based on the results of the hearing, the service provider, within 7 (seven) working days, decides to prepare a conclusion based on the results of the environmental impact assessment or forms a reasoned refusal to provide the public service in the form of an electronic document signed by the EDS of the head of the service provider, or in paper form.

      The result of the provision of the public service is sent to the service recipient in paper form through the office of the service provider, or to the "personal account" in the form of an electronic document signed by the EDS of the head of the service provider.

      The service recipient, after receiving a reasoned refusal, finalizes the draft report on possible impacts, taking into account the comments and suggestions of interested state bodies and the public, and re-submits an application for a conclusion based on the results of the environmental impact assessment.

      When the service recipient re-applies, taking into account the consideration of the finalized draft report on possible impacts at the meeting of the expert commission, the procedure for issuing a conclusion based on the results of the environmental impact assessment is carried out according to the following sequential actions:

      if the completeness of the submitted documents is established, the service provider’s contractor, within 2 (two) working days from the date of registration of the application, posts a draft report on possible impacts on the official Internet resource of the service provider along with an announcement of public hearings, which is available for at least 30 (thirty) calendar days from the date of placement for review and sends a draft report on possible impacts to the interested state bodies, including local executive bodies through the Unified Electronic Document Management System of state bodies of the Republic of Kazakhstan.

      Local executive bodies of the relevant administrative-territorial units, after receiving a draft report on possible impacts from the service provider, within 1 (one) working day, post it on their official Internet resources for public discussion.

      Interested state bodies through the Unified Electronic Document Management System of state bodies of the Republic of Kazakhstan, and the public by mail send their comments and suggestions to the service provider on the draft report on possible impacts within 15 (fifteen) working days from the date of sending and (or) placement by the service provider or orally during public hearings.

      Written comments and suggestions received from interested state bodies and the public are entered by the service provider within 4 (four) working days into a summary table, which is submitted for public hearings along with a draft report on possible impacts.

      The deadline for holding public hearings is 5 (five) consecutive working days. From the date of completion of public hearings, within 2 (two) working days, a protocol of public hearings is formed, which is signed by the chairman and secretary of public hearings. The signed protocol of public hearings is sent to the e-mail address of the service recipient for review within 1 (one) working day.

      If there are no comments and suggestions from interested state bodies and the public in the protocol, the service provider, within 9 (nine) working days, forms a conclusion on the results of the environmental impact assessment in the form of an electronic document signed by the EDS of the head of the service provider or in paper form.

      The service recipient receives a conclusion on the results of the environmental impact assessment on the portal in the personal account in the form of an electronic document either in person or by mail;

      If there are comments and suggestions of interested state bodies and the public in the protocol, which were not removed by their authors during the repeated public hearings, the corresponding opinion of the service recipient is entered into the protocol of the repeated public hearings, after which disagreements on controversial issues are resolved at the meeting of the expert commission.

      After signing the protocol of repeated public hearings, the contractor of the service provider, within 2 (two) working days, creates an expert commission chaired by the head of the service provider and sends copies of the finalized draft report on possible impacts and protocols of initial and repeated public hearings through the Unified Electronic Document Management System of state bodies of the Republic of Kazakhstan to members of the expert commission, sets the dates for the meetings of the expert commission.

      The meeting of the expert commission is held no later than 20 (twenty) working days after sending the members of the expert commission a copy of the draft report on possible impacts and protocols of public hearings with the participation of the service provider and the drafter of the report on possible environmental impacts.

      Based on the results of the meeting of the expert commission, a protocol of the meeting of the expert commission is drawn up within 3 (three) working days, which is signed by the head of the service provider and all members of the expert commission participating in the meeting.

      When the expert commission makes a positive decision, the service provider, within 9 (nine) working days, forms a conclusion on the results of the environmental impact assessment in the form of an electronic document signed by the EDS of the head of the service provider in accordance with Appendix 4 to these Rules.

      If the expert commission makes a decision on the need to finalize the draft report on possible impacts, the service provider, within 9 (nine) working days, forms a reasoned refusal to provide the public service in the form of an electronic document signed by the EDS of the head of the service provider.

      The result of provision of the public service is sent to the service recipient in paper form through the office of the service provider, or to the "personal account" in the form of an electronic document signed by the EDS of the head of the service provider.

      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 the 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.

**Chapter 3. Procedure for appealing against actions (inaction) of service providers and (or) their officials on provision of public services**

      8. To appeal against decisions, actions (inaction) of the service provider and (or) its officials on 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 committing of actions (inaction) by the service provider:

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

      to the authorized body for assessment and control over the quality of provision of public services;

      in the name of the leadership of the service provider directly providing the public service at the address specified in paragraph 7 of Appendix 3 to these Rules.

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

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

      by the authorized body for assessment and control over the quality of 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 assessment and control over 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) for conducting an additional study or inspection on the basis of a complaint or an on-site inspection;

      2) for 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 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 Administrative Procedure Code of the Republic of Kazakhstan, the service provider sends it to the body considering the complaint within 3 (three) working 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, 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.

      9. 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 Administrative Procedure Code of the Republic of Kazakhstan.

**Chapter 4. Other requirements, taking into account the specifics of provision of a public service**

      10. The assessment of transboundary impacts, provided for by international treaties ratified by the Republic of Kazakhstan, as part of the public service, is carried out by the Ministry of Ecology, Geology and Natural Resources of the Republic of Kazakhstan.

      11. In the course of consideration by the service provider of the draft environmental impact assessment report, when establishing the circumstances that the intended activity of the service recipient, the implementation of which is provided for on the territory of the Republic of Kazakhstan with a significant negative transboundary environmental impact on the environment of another state, the procedure for considering the draft environmental impact assessment report is suspended for 180 calendar days.

      The service provider resumes consideration of the draft environmental impact assessment report after receiving, in a transboundary context, the results of consultations with affected parties, as well as all comments and suggestions submitted by interested bodies and the public of affected parties, including during public hearings, when preparing a report on possible impacts.

      If the term for suspension of consideration of the draft environmental impact assessment report is missed, the service provider issues within 10 (ten) working days to the service recipient a reasoned refusal in the form of an electronic document signed by the EDS of the head of the service provider, on the portal in the personal account in the form of an electronic document.

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|  | Appendix 1 to the Rules for provision of a public service "Issuance of a conclusion on the results  of environmental impact assessment" |

      Form

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|  | To \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (full name of the state body) from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (full name of the applicant) Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (zip code, city, district, region, street, house number) |

**Application for an environmental impact assessment**

      Please review the draft report on possible impacts

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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                              (indicate the full name of the project)

      and issue a conclusion on the results of the environmental impact assessment.

      List of attached documents:

      1) conclusion on determining the scope of the environmental impact assessment;

      for objects of the proposed activity subject to impact screening:

      conclusion on definition of the scope of the environmental impact assessment and (or) screening of the impacts of the proposed activity;

      2) draft report on possible impacts;

      3) a cover letter indicating the proposed places, date and time of the start of public hearings, agreed with the local executive bodies of the relevant administrative-territorial units;

      in case of transboundary impacts:

      a document containing information on possible significant negative transboundary environmental impacts of the proposed activity.

      I agree to the use of information constituting a secret protected by law contained in information systems

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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      The head \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

                              (surname, name, patronymic (if any)

      "\_\_" \_\_\_\_\_\_\_\_\_\_ 20

      Place for electronic digital signature

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|  | Appendix 2 to the Rules for provision of a public service "Issuance of a conclusion on the results of environmental impact assessment" |

      Form

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|  | To \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (full name of the state body) from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (full name of the applicant) Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (zip code, city, district, region, street, house number) |

**Application for re-conducting an environmental impact assessment**

      I ask you to reconsider the revised draft report on possible impacts (According to the initial reasoned refusal No. dated “\_\_”)

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (indicate the full name of the project)

      and issue a conclusion on the results of the environmental impact assessment.

      List of attached documents:

      1) conclusion on determining the scope of the environmental impact assessment and (or) screening of the impacts of the proposed activity;

      2) a finalized draft report on possible impacts, taking into account the comments issued by the service provider;

      3) a cover letter indicating the proposed places, date and time of the start of public hearings, agreed with the local executive bodies of the relevant administrative-territorial units;

      I agree to the use of information constituting a secret protected by law contained in information systems

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      The head \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

                                    surname, name, patronymic (if any)

      "\_\_" \_\_\_\_\_\_\_\_\_\_ 20

      Place for electronic digital signature

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|  | Appendix 3 to the Rules for provision of a public service "Issuance of a conclusion on the results  of environmental impact assessment" |

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| Public service standard "Issuance of a conclusion on the results of an environmental impact assessment" | | |
| 1 | Name of the service provider | Committee for Environmental Regulation and Control of the Ministry of Ecology, Geology and Natural Resources of the Republic of Kazakhstan and its territorial divisions |
| 2 | Ways to provide a public service | Through the service provider and (or) the web portal of "electronic government" www.egov.kz |
| 3 | The term for provision of a public service | from the moment of delivery of the package of documents to the service provider, as well as when contacting the portal:  for the initial application - 39 (thirty nine) working days;  upon repeated application, including taking into account consideration at the meeting of the Expert Commission - 64 (sixty-four) working days. |
| 4 | Form of provision of public service | Electronic (partially automated)/paper |
| 5 | Result of provision of a public service | Conclusion based on the results of the environmental impact assessment, or a reasoned refusal to provide a public service in the cases and on the grounds provided for in paragraph 9 of this public service standard.  The form of the result of the public service - electronic / paper. |
| 6 | The amount of payment charged from the service recipient in the provision of a public service, 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 | Portal - around the clock, with the exception of technical breaks due to the 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 (hereinafter referred to as the Labor Code), the application is accepted and the results of the public service are issued on the next working day).  Service provider – from Monday to Friday inclusive, from 9.00 to 17.30, with a lunch break from 13.00 to 14.30, except weekends and holidays in accordance with the Labor Code.  Addresses of places for provision of public services are placed on:  1) the Internet resource of the service provider;  2) www.egov.kz portal. |
| 8 | List of documents required for provision of a public service | when applying for a public service for the first time, it provides:  to the service provider (in paper form):  an application for issuing a conclusion based on the results of an environmental impact assessment in the form, in accordance with Appendix 1 to these Rules;  conclusion on the definition of the scope of the environmental impact assessment and (or) screening of the impact of the proposed activity;  draft report on possible impacts;  a cover letter indicating the proposed locations, date and time of the start of public hearings, agreed with the local executive bodies of the relevant administrative-territorial units;  if there is a commercial, official or other secret protected by law in the draft report, the service recipient attaches a statement indicating the information contained in the draft report on possible impacts that is not subject to disclosure, with an explanation that the specified information is the secret protected by law, and also a second copy of the draft impact report, wh3ere the relevant information is removed and replaced with "Confidential Information";  in case of transboundary impacts provided for by international treaties ratified by the Republic of Kazakhstan:  a document containing information on possible significant negative transboundary environmental impacts of the proposed activity;  to the portal:  an application for issuing a conclusion based on the results of an environmental impact assessment in electronic form, certified by an electronic digital signature (hereinafter referred to as the EDS) of the service recipient, in the form in accordance with Appendix 1 to these Rules;  an electronic copy of the conclusion on determining the scope of the environmental impact assessment and (or) screening of the impact of the proposed activity;  an electronic copy of the draft potential impact report;  an electronic copy of the cover letter indicating the proposed locations, date and time of the start of public hearings, agreed with the local executive bodies of the relevant administrative-territorial units;  if there is a commercial, official or other secret protected by law in the draft report, the service recipient attaches a statement indicating the information contained in the draft report on possible impacts that is not subject to disclosure, with an explanation that the specified information is the secret protected by law, and also a second copy of the draft impact report, where the relevant information is removed and replaced with the text "Confidential Information";  in case of transboundary impacts provided for by international treaties ratified by the Republic of Kazakhstan:  an electronic copy of the document containing information on possible significant negative transboundary environmental impacts of the proposed activity;  when applying for a public service again, including taking into account consideration at a meeting of the Expert Commission:  to the service provider (in paper form):  an application for issuing a conclusion based on the results of an environmental impact assessment in the form, in accordance with Appendix 2 to these Rules;  a conclusion on definition of the scope of the environmental impact assessment and (or) screening of the impact of the proposed activity;  finalized draft report on possible impacts, taking into account the comments issued by the service provider;  a cover letter, indicating the proposed locations, date and time of the start of public hearings, agreed with the local executive bodies of the relevant administrative-territorial units;  if there is a commercial, official or other secret protected by law in the draft report, the service recipient attaches a statement indicating the information contained in the draft report on possible impacts that is not subject to disclosure, with an explanation that the specified information is the secret protected by law, and also a second copy of the draft impact report, with relevant information removed and replaced with the text "Confidential Information";  in case of transboundary impacts provided for by international treaties ratified by the Republic of Kazakhstan:  a document containing information on possible significant negative transboundary environmental impacts of the proposed activity;  to the portal:  an application for issuing a conclusion based on the results of an environmental impact assessment in electronic form, certified by the EDS of the service recipient, in the form in accordance with Appendix 2 to these Rules;  an electronic copy of the conclusion on determining the scope of the environmental impact assessment and (or) screening of the impact of the proposed activity;  an electronic copy of the finalized draft report on possible impacts, taking into account the comments issued by the service provider;  an electronic copy of the cover letter indicating the proposed locations, date and time of the start of public hearings, agreed with the local executive bodies of the relevant administrative-territorial units;  if there is a commercial, official or other secret protected by law in the draft report, the service recipient attaches a statement indicating the information contained in the draft report on possible impacts that is not subject to disclosure, with an explanation that the specified information is the secret protected by law, and also a second copy of the draft impact report, with relevant information removed and replaced with the text "Confidential Information";  in case of transboundary impacts provided for by international treaties ratified by the Republic of Kazakhstan:  an electronic copy of the document containing information on possible significant negative transboundary environmental impacts of the proposed activity, taking into account the comments issued by the service provider. |
| 9 | Grounds for refusal to provide a public service | 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-elimination of comments and suggestions issued by the service provider in accordance with paragraph 16 of Article 73, paragraph 14 of Article 74 and paragraph 1 of Article 76 of the Environmental Code of the Republic of Kazakhstan. |

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|  | Appendix 4 to the Rules for provision of a public  service "Issuance of a conclusion on the results of environmental impact assessment" |

      Form

**Name of the authorized body Conclusion on the results of the environmental impact assessment**

      1. Information about the initiator of the planned activity:

      for an individual: last name, first name, patronymic (if any), address of residence, individual identification number, telephone number, e-mail address;

      for a legal entity: name, location address, business identification number, information about the first head, phone number, e-mail address.

      2. Description of the types of operations provided for in the framework of the proposed activity, and their classification in accordance with Appendix 1 of the Environmental Code of the Republic of Kazakhstan (hereinafter referred to as the Environmental Code).

      3. In cases where significant changes are made to the types of activities:

      a description of significant changes in the types of activities and (or) activities of facilities in respect of which an environmental impact assessment was previously carried out (subparagraph 3) of paragraph 1 of Article 65 of the Environmental Code;

      a description of significant changes in the types of activities and (or) activities of facilities in respect of which a conclusion was previously issued on the results of screening the impacts of the proposed activity with the conclusion that there is no need to conduct an environmental impact assessment (subparagraph 4) of paragraph 1 of Article 65 of the Environmental Code.

      4. Information about the documents prepared in the course of the environmental impact assessment:

      conclusion on the results of the screening of the impacts of the proposed activity, its date and number;

      conclusion on determining the scope of the environmental impact assessment report, its date and number;

      a report on possible impacts, its name, date and number of its approval by the initiator of the proposed activity;

      protocol of public hearings, its date and number;

      protocol of repeated public hearings (if any), its date and number;

      protocol of the meeting of the expert commission, its date and number.

      5. Conclusion on possible significant impacts on the environment during the implementation of the proposed activity, information on the nature of such impacts, as well as components of the natural environment and other objects that may be subject to such impacts.

      6. Conditions under which the implementation of the planned activity is recognized as permissible:

      1) conditions for protection of the environment, life and (or) health of people, the observance of which is mandatory for the initiator in the implementation of the proposed activity, including the stages of design, construction, reconstruction, operation, post-utilization of facilities and elimination of consequences in the implementation of the proposed activity;

      2) information on the necessary measures aimed at ensuring compliance with the conditions specified in subparagraph 1) of this paragraph, which the authorized state bodies must take into account when making decisions related to the proposed activity;

      3) marginal quantitative and qualitative indicators of emissions, physical impacts on the environment;

      4) the maximum amount of accumulation of waste by their types;

      5) the maximum amount of waste disposal by their types, if such disposal is provided for in the framework of the implementation of the proposed activity;

      6) if the report on possible impacts establishes the need to conduct a post-project analysis: the objectives, scope and timing of its conduct, requirements for its content, the timing of submission of reports on post-project analysis to the authorized body and, if necessary, to other state bodies;

      7) conditions and necessary measures aimed at preventing accidents, limiting and eliminating their consequences;

      8) the obligations of the initiator to prevent, reduce and (or) mitigate negative impacts on the environment during the implementation of the planned activity, including measures to preserve biodiversity, as well as eliminate possible environmental damage, if the implementation of the proposed activity may cause such damage;

      9) information on the results of the transboundary impact assessment (if any).

      7. Conclusion on the admissibility of the implementation of the proposed activities subject to the conditions specified in this conclusion.

      Note. In cases where the grounds provided for in paragraph 3 of Article 241 of the Environmental Code are established, a reasoned decision on the inadmissibility of the proposed activity is included in the conclusion based on the results of the environmental impact assessment. In this case, paragraphs 6 and 7 of this form are not completed.

      Appendix

to a conclusion on the result of environmental impact assessment

      1. The main arguments and conclusions that served as the basis for the conclusion.

      2. Information about holding public hearings:

      1) the date of posting the draft report on possible impacts and the announcement of holding public hearings on the official Internet resources of the authorized body);

      2) dates of posting a draft report on possible impacts on the official Internet resources of local executive bodies;

      3) the name of the newspaper (newspapers) in which the announcement of holding public hearings in the Kazakh and Russian languages ​​was published, the date of issue of the newspaper and its number;

      4) the date(s) of distribution of the announcement of holding public hearings through a television or radio channel (channels);

      5) email address and telephone number, by which the public could receive additional information about the proposed activity, holding public hearings, as well as request copies of documents related to the proposed activity;

      6) e-mail address and postal address of the authorized body or its structural subdivisions, to which the public could send their comments and suggestions to the draft report on possible impacts in written or electronic form;

      7) information about the process of conducting public hearings: the date and address of the place where they are held, information about the availability of a video recording of public hearings, its duration;

      8) all comments and proposals of the public to the draft report on possible impacts, including those received during public hearings, and the conclusions obtained as a result of their consideration.

      3. Summarizing the information obtained as a result of consultations with interested state bodies, holding public hearings, assessing transboundary impacts (if any), reviewing a draft report on possible impacts by an expert commission, with an explanation of how this information was taken into account when making conclusions based on the results of the environmental impact assessment.

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|  | Appendix 5 to the order of the Minister of  ecology, geology and natural resources of the Republic of Kazakhstan  dated June 2, 2020 № 130 |

**The Rules for provision of a public service**   
**"Issuance of a conclusion on determining the scope of the environmental**   
**impact assessment and (or) screening of the impacts of the proposed activity"**

      Footnote. Appendix 5 - as amended by the order of the acting Minister of Ecology, Geology and Natural Resources of the Republic of Kazakhstan dated 20.08.2021 No. 337 (shall be enforced ten calendar days after the day of its first official publication).

**Chapter 1. General provisions**

      1. These Rules for provision of a public service "Issuance of a conclusion on determining the scope of the environmental impact assessment and (or) screening of the impacts of the proposed activity" (hereinafter - the Rules) are developed in accordance with subparagraph 1) of Article 10 of the Law of the Republic of Kazakhstan "On Public Services" (hereinafter - the Law) and determine the procedure for provision of the public service "Issuance of a conclusion on determining the scope of the environmental impact assessment and (or) screening of the impacts of the proposed activity" (hereinafter - the public service).

      2. The public service is provided by the Committee for Environmental Regulation and Control of the Ministry of Ecology, Geology and Natural Resources of the Republic of Kazakhstan (hereinafter referred to as the Committee) and its territorial divisions (hereinafter referred to as the service provider).

      3. The public service is provided to individuals and (or) legal entities (hereinafter referred to as the service recipient).

      4. The public service is provided:

      through the web portal of "electronic government" www.egov.kz (hereinafter referred to as the portal);

      through the service provider's office.

**Chapter 2. Procedure for provision of the public service**

      5. To receive a public service, the service recipient sends the service provider through the portal or through the service provider's office an application in the form, in accordance with Appendix 1 to these Rules, with the attached documents specified in paragraph 8 of the Public Service Standard.

      The list of basic requirements for provision of the 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 the public service, are set out in the public service standard “Issuance of a conclusion on determining the scope of an environmental impact assessment and (or) screening of the impacts of the proposed activity” in accordance with Appendix 2 to these Rules.

      6. An employee of the service provider's office registers the application with the attached documents on the day of its receipt and sends it to the head of the service provider, the head of the service provider sends it to the contractor of the service provider for consideration within 1 (one) working day. In cases where the service recipient submits incomplete package of documents according to the list, and (or) expired documents, the service provider refuses to accept the application.

      When sending an application through the portal, the contractor checks for completeness of the submitted documents within 2 (two) working days from the date of registration of the application. In case of establishing the incompleteness of documents submitted through the portal and (or) expired documents, the contractor of the service provider prepares a reasoned refusal to further consider the application;

      a reasoned refusal to further consider the application is sent to the "personal account" of the service recipient in the form of an electronic document signed by the EDS of the head of the service provider.

      The contractor of the service provider receives information about identity documents, state registration (re-registration) of a legal entity, individual entrepreneur from the relevant state information systems through the e-government gateway.

      The procedure for issuing a conclusion on determining the scope of the environmental impact assessment is carried out according to the following sequential steps:

      in the event that the availability of the information specified in the application for the proposed activity is established, the contractor of the service provider, within 2 (two) working days from the date of registration, places the application for the proposed activity on the official Internet resource and sends a copy of it to the relevant interested state bodies, including local executive bodies, which is available within thirty consecutive calendar days from the date of posting on the Internet resources of the authorized body in the field of environmental protection.

      Local executive bodies of the relevant administrative-territorial units, within 2 (two) working days after receiving from the service provider a copy of the application for the proposed activity, place it on the official Internet resources, after which no later than three working days from the date of placement of the application for the proposed activity on the official Internet-resources additionally organize the dissemination of an official message in one of the mass media.

      Interested state bodies and the public submit their comments and suggestions regarding the conclusion on the scope of the environmental impact assessment within 30 (thirty) calendar days from the date of submission of the application for the proposed activity by the service recipient.

      During two working days from the date of the deadline for receiving comments and suggestions, the contractor of the service provider places on the official Internet resource a protocol drawn up in the form of a summary table, in which comments and suggestions are entered, received in writing or on paper, as well as through the portal from interested state bodies and the public and sends a copy to the local executive bodies of the relevant administrative-territorial units.

      After posting and sending the protocol, on the 33rd (thirty-third) working day from the date of posting the application for the proposed activities on the official Internet resource, the service provider's contractor draws up one of the following:

      conclusion on determining the scope of the environmental impact assessment in the form in accordance with Appendix 3 to these Rules;

      conclusion on determining the scope of the environmental impact assessment and (or) screening of the impacts of the proposed activity, which contains conclusions on the need or absence of a mandatory environmental impact assessment and on determining the scope of environmental components in the form in accordance with Appendix 4 to these Rules.

      A reasoned refusal to provide a public service on the grounds specified in paragraph 9 of the Public Service Standard.

      The result of provision of the public service is sent to the service recipient in paper form through the office of the service provider, or to the "personal account" in the form of an electronic document signed by an electronic digital signature (hereinafter referred to as the EDS) of the authorized person of the service provider.

      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 public services 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.

**Chapter 3. Procedure for appealing decisions, actions (inaction) of service providers and (or) their officials on provision of public services**

      8. To appeal against decisions, actions (inactions) of the service provider and (or) its officials on 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 (higher administrative body and (or) official);

      to the authorized body for assessment and control over the quality of the provision of public services;

      in the name of the leadership of the service provider directly providing the public service at the address specified in paragraph 7 of Appendix 3 to these Rules.

      The complaint is submitted in written (paper and (or) electronic) form through the portal or on purpose through the office of the service provider on working days.

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

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

      by the authorized body for assessment and control over 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 assessment and control over 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) to conduct an additional study or inspection on the basis of a complaint or an on-site inspection;

      2) to obtain 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 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 Administrative Procedure Code of the Republic of Kazakhstan, the service provider sends it to the body considering the complaint within 3 (three) working 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.

      9. 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 Administrative Procedure Code of the Republic of Kazakhstan.

**Chapter 4. Other requirements, taking into account the specifics of provision of the public service**

      10. During the screening procedure for the impacts of the proposed activity, the need for an environmental impact assessment is determined.

      If there is a need to conduct an environmental impact assessment, the conclusion of the screening of the impacts of the proposed activity is issued together with the conclusion on determining the scope of the environmental impact assessment.

      If there is no need to conduct an environmental impact assessment, a screening report on the impacts of the proposed activity is issued.

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|  | Appendix 1 to the Rules for provision of public service  "Conclusion on determining the scope  of the environmental impact assessment and (or)  screening of the impacts of the proposed activity" |

**Application**   
**on the proposed activity**

      1. Information about the initiator of the proposed activity:

      for an individual: last name, first name, patronymic (if it is indicated in an identity document), address of residence, individual identification number, telephone number, e-mail address;

      for a legal entity: name, location address, business identification number, information about the first head, phone number, e-mail address.

      2. General description of the types of proposed activities and their classification in accordance with Appendix 1 of the Environmental Code of the Republic of Kazakhstan (hereinafter referred to as the Code).

      3. In cases where significant changes are made to the types of activities:

      a description of significant changes in the types of activities and (or) activities of facilities in respect of which an environmental impact assessment was previously carried out (subparagraph 3) of paragraph 1 of Article 65 of the Code);

      a description of significant changes in the types of activities and (or) activities of facilities in respect of which a conclusion was previously issued on the results of screening the impacts of the proposed activity with a conclusion that there is no need to conduct an environmental impact assessment (subparagraph 4) of paragraph 1 of Article 65 of the Code).

      4. Information about the proposed location for the proposed activity, the rationale for choosing a location and the possibilities for choosing other locations.

      5. General expected technical characteristics of the proposed activity, including the capacity (productivity) of the facility, its estimated size, product characteristics.

      6. A brief description of the proposed technical and technological solutions for the proposed activity.

      7. Estimated dates for the start of the implementation of the proposed activities and its completion (including construction, operation, and post-utilization of the facility).

      8. Description of the types of resources required for the implementation of the proposed activities, including the construction, operation and post-utilization of facilities (indicating the expected qualitative and maximum quantitative characteristics, as well as the operations for which they are supposed to be used):

      1) land plots, their areas, intended purpose, expected terms of use;

      2) water resources, indicating:

      the proposed source of water supply (systems of centralized water supply, water bodies used for non-centralized water supply, imported water), information about the presence of water protection zones and strips, in their absence - a conclusion about the need to establish them in accordance with the legislation of the Republic of Kazakhstan, and if available - about the prohibitions and restrictions imposed for them concerning the proposed activity;

      types of water use (general, special, isolated), the quality of the required water (drinking, non-drinking);

      volumes of water consumption;

      operations for which it is planned to use water resources;

      3) subsoil plots indicating the type and terms of the subsoil use right, their geographical coordinates (if they are known);

      4) plant resources, indicating their types, volumes, sources of acquisition (including the places of their harvesting, if it is planned to collect them in the environment) and the timing of use, as well as information about the presence or absence of green spaces in the proposed place of the proposed activity, the need for their felling or transfer, the number of green spaces to be cut or transferred, as well as those planned for planting in the order of compensation;

      5) types of objects of the animal world, their parts, derivatives, useful properties and products of vital activity of animals, indicating:

      volumes of wildlife use;

      the intended place of use of wildlife and the type of use;

      other sources of acquisition of objects of the animal world, their parts, derivatives and products of vital activity of animals;

      operations for which it is planned to use objects of the animal world;

      6) other resources necessary for implementation of the proposed activity (materials, raw materials, products, electrical and thermal energy) indicating the source of acquisition, volumes and terms of use;

      7) risks of depletion of used natural resources due to their scarcity, uniqueness and (or) non-renewability.

      9. Description of expected emissions of pollutants into the atmosphere: names of pollutants, their hazard classes, estimated volumes of emissions, information on substances included in the list of pollutants, data on which are subject to entry into the register of emissions and transfer of pollutants in accordance with the rules for maintaining the register of emissions and transfer of pollutants approved by the authorized body (hereinafter - the rules for maintaining the register of emissions and transfer of pollutants).

      10. Description of pollutant discharges: names of pollutants, their hazard classes, estimated volumes of discharges, information on substances included in the list of pollutants, data on which are subject to entry into the pollutant release and transfer register in accordance with the rules for maintaining the pollutant release and transfer register.

      11. Description of waste, the management of which is related to the proposed activity: name of wastes, their types, estimated volumes, operations as a result of which they are generated, information on the presence or absence of the possibility of exceeding the threshold values ​​established for the transfer of waste by the rules for maintaining the register of releases and transfers of pollutants.

      12. List of permits, the availability of which is expected to be required for implementation of the proposed activity, and the state bodies whose competence includes issuing such permits.

      13. A brief description of the current state of the environmental components in the territory and (or) in the water area where the proposed activity is supposed to be carried out, in comparison with environmental standards or target indicators of environmental quality, and in their absence - with hygienic standards; results of background studies, if available to the initiator; conclusion on the need or no need to conduct field studies (in the absence or insufficiency of the results of baseline studies, the presence in the proposed site of the proposed activity of objects whose impact on the environment has not been studied or studied insufficiently, including objects of historical pollution, former military ranges and other objects) .

      14. Characteristics of possible forms of negative and positive impacts on the environment as a result of the proposed activity, their nature and expected scale, taking into account their probability, duration, frequency and reversibility, a preliminary assessment of their significance.

      15. Description of possible forms of transboundary impacts on the environment, their nature and expected scale, taking into account their probability, duration, frequency and reversibility.

      16. Proposed measures to prevent, eliminate and reduce possible forms of adverse impact on the environment, as well as to eliminate its consequences.

      17. Description of possible alternatives for achieving the goals of the specified proposed activity and options for its implementation (including the use of alternative technical and technological solutions and locations of the facility).

      Attachments (documents confirming the information specified in the application):

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      Head of the initiator of the proposed activity (other authorized person):

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

                        signature, surname, name, patronymic (if any)

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|  | Appendix 2 to the Rules for provision of public service  "Conclusion on determining the scope of the  environmental impact assessment and (or) screening  of the impacts of the proposed activity" |

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| Public service standard "Issuance of a conclusion on determining the scope of the environmental impact assessment and (or) screening of the impacts of the proposed activity" | | |
| 1 | Name of the service provider | Committee for Environmental Regulation and Control of the Ministry of Ecology, Geology and Natural Resources of the Republic of Kazakhstan and its territorial divisions. |
| 2 | Ways to provide a public service | Through the office of the service provider or through the web portal of "electronic government" www.egov.kz. |
| 3 | The term for provision of a public service | 33 (thirty-three) working days from the date of registration of the application |
| 4 | Form of provision of a public service | Electronic (partially automated) / paper. |
| 5 | Result of provision of a public service | Conclusion on determining the scope of the environmental impact assessment in accordance with Appendix 3 to the Rules;  conclusion on determining the scope of the environmental impact assessment and (or) screening of the impacts of the proposed activity, which contains conclusions on the need or absence of a mandatory environmental impact assessment and on determining the scope of environmental components in accordance with Appendix 4 to the Rules;  a reasoned refusal to provide a public service in the cases and on the grounds provided for in paragraph 9 of this public service standard.  The form of the result of the public service is electronic / paper. |
| 6 | The amount of payment charged from the service recipient in the provision of a public service, 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 | Portal - around the clock, with the exception of technical breaks due to the 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 (hereinafter referred to as the Labor Code), the application is accepted and the results of the public service are issued on the next working day).  Service provider – from Monday to Friday inclusive, from 9.00 to 17.30, with a lunch break from 13.00 to 14.30, except weekends and holidays in accordance with the Labor Code.  Addresses of places for provision of public services are placed on:  1) the Internet resource of the service provider;  2) www.egov.kz portal. |
| 8 | The list of documents required for the provision of a public service when the service recipient applies | To obtain a conclusion on determining the scope of the environmental impact assessment and (or) screening of the impacts of the proposed activity, the service recipient of the proposed activity applies through the office of the service provider, or through the web portal "electronic government" www.egov.kz "(hereinafter referred to as the portal):  to obtain a conclusion on determining the scope of the environmental impact assessment:  when applying through the office of the service provider (in paper form), the service recipient provides:  an application on the proposed activities in the form, in accordance with Appendix 1 to these Rules;  in case of transboundary impacts:  a document containing information on possible significant negative transboundary environmental impacts of the proposed activity;  to the portal (in electronic form):  an application on the proposed activity in electronic form, certified by an electronic digital signature (hereinafter referred to as the EDS) of the service recipient, in the form in accordance with Appendix 1 to these Rules;  in case of transboundary impacts:  an electronic copy of the document containing information on possible significant negative transboundary environmental impacts of the proposed activity;  to obtain a conclusion on determining the scope of the environmental impact assessment and (or) screening of the impacts of the proposed activity:  to the office (in paper form):  an application on the proposed activities in the form, in accordance with Appendix 1 to these Rules;  to the portal (in electronic form):  an application on the proposed activity in electronic form, certified by an electronic digital signature (hereinafter referred to as the EDS) of the service recipient, in the form in accordance with Appendix 1 to these Rules. |
| 9 | Grounds for refusal to provide a public service | 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. |

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|  | Appendix 3 to the Rules for provision of public service  "Conclusion on determining the scope of  the environmental impact assessment and (or)  screening of the impacts of the proposed activity" |

      Form

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|  | To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (full name of the service provider) |

**Conclusion on determining the scope of environmental impact assessment**

      Submitted for consideration:

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (listing the completeness of the submitted materials)

      Materials received for consideration \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_

      (Date, number of incoming registration)

      General information

      Brief description of the components of the environment

      Conclusions

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (signature)

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (position, surname, name, patronymic (if any)

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| --- | --- |
|  | Appendix 4 to the Rules for provision of public service  "Conclusion on determining the scope of  the environmental impact assessment and (or)  screening of the impacts of the proposed activity" |

      Form

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|  | To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (full name of the service provider) |

**Conclusion on determining the scope of the environmental impact assessment and (or) screening of the impacts of the proposed activity**

      Submitted for consideration:

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (listing the completeness of the submitted materials)

      Materials received for consideration \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_

      (Date, number of incoming registration)

      General information

      Brief description of the proposed activity

      Brief description of the components of the environment

      Conclusions on the need or absence of a mandatory environmental impact assessment

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (signature)

      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

      (position, surname, name, patronymic (if any)

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|  | Appendix 6 to the order of the Minister of ecology,  geology and natural resources of the  Republic of Kazakhstan  dated June 2, 2020 № 130 |

**The Rules for provision of the public service "Issuance of permits for emissions into the environment for objects of II, III and IV categories"**

      Footnote. Appendix 6 is excluded by the order of the acting Minister of Ecology, Geology and Natural Resources of the Republic of Kazakhstan dated 20.08.2021 No. 337 (shall be enforced ten calendar days after the day of its first official publication).

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|  | Appendix 7 to the order of the Minister of ecology,  geology and natural resources of the  Republic of Kazakhstan  dated June 2, 2020 № 130 |

**The Rules for provision of the public service "Issuance of conclusions of the state environmental expertise for objects of II, III and IV categories"**

      Footnote. Appendix 7 is excluded by the order of the acting Minister of Ecology, Geology and Natural Resources of the Republic of Kazakhstan dated 20.08.2021 No. 337 (shall be enforced ten calendar days after the day of its first official publication).

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|  | Appendix 8 to the order of the Minister of ecology, geology and  natural resources of the  Republic of Kazakhstan  dated June 2, 2020 № 130 |

**Rules for provision of public service "Issuance of a license for export and import of hazardous waste" Chapter 1. General provisions**

      1. These Rules for provision of public service "Issuance of a license for export and import of hazardous waste" (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 for rendering the public service "Issuance of a license for export and import of hazardous waste" (hereinafter - the public service).

      2. The public service is provided by the Committee for environmental regulation and control of the Ministry of Ecology, Geology and Natural Resources of the Republic of Kazakhstan (hereinafter referred to as the service provider).

      3. The public service is provided to individual and (or) legal entities (hereinafter referred to as the service recipient).

**Chapter 2. Procedure for provision of public service**

      4. To receive a public service, the service recipient sends to the service provider through the web portal of the “electronic government” www.egov.kz (hereinafter referred to as the portal):

      an application of an individual for obtaining a license and (or) annex to a license for export of hazardous waste in electronic form, certified by an electronic digital signature (hereinafter referred to as EDS) of the service recipient, in the form in accordance with Appendix 1 to these Rules;

      an application of an individual for obtaining a license and (or) annex to a license for import of hazardous waste in electronic form, certified by the EDS of the service recipient, in the form in accordance with Appendix 2 to these Rules;

      an application of a legal entity for obtaining a license and (or) annex to a license for export of hazardous waste in electronic form, certified by the EDS of the service recipient, in the form in accordance with Appendix 3 to these Rules;

      an application of a legal entity for obtaining a license and (or) annex to a license for import of hazardous waste in electronic form, certified by the EDS of the service recipient, in the form in accordance with Appendix 4 to these Rules;

      a copy of the contract (agreement) for the purchase and sale of waste or another agreement of alienation between the participants in the foreign trade transaction; a copy of the license to carry out the licensed type of activity or information on the availability of a license to carry out the licensed type of activity (if provided for by the legislation of the member state), if such type of activity is related to the turnover of goods for which licensing has been introduced in the customs territory of the Union;

      consent (in writing) of the authorized body in the field of environmental protection of the state into whose territory hazardous waste is imported and (or) through whose territory hazardous waste is moved in accordance with paragraph 4 of Article 6 of the Law of the Republic of Kazakhstan dated February 10, 2003 No. 389 "On accession of the Republic of Kazakhstan to the Basel Convention on control of transboundary movements of hazardous wastes and their disposal” (hereinafter referred to as the Basel Convention) (in case of export of hazardous waste);

      a copy of the contract (agreement) between the exporter and the manufacturer or the importer and the consumer of the goods (if the applicant acts as an intermediary);

      a copy of the agreement (s) (contract (s)) for transportation;

      a copy of the conclusion of the state environmental expertise;

      a copy of the contract between the exporter (importer) and the person in charge of waste disposal, which stipulates the environmentally sound use of this waste;

      notification of transboundary movement of hazardous wastes in accordance with paragraph 1 of Article 6 of the Basel Convention (in 3 (three) copies);

      document on movement of waste in accordance with Annex V B of the Basel Convention (in 3 (three) copies);

      information on the availability of technical (technological) possibilities for the use of hazardous waste (an extract from the technological regulations, confirming the possibility of using hazardous waste as raw materials, or another document confirming their involvement in their use, which does not allow the formation of other hazardous waste or their residues), (in case of import of hazardous waste);

      a copy of the document confirming the coverage of insurance, pledge or other guarantee for the transboundary movement of hazardous wastes in accordance with paragraph 11 of Article 6 of the Basel Convention;

      a copy of the license to carry out a type of activity for the use of waste.

      The list of basic requirements for the provision of 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 public services, are set out in the public service standard "Issuance of a license for export and import of hazardous waste" in accordance with Appendix 5 to these Rules.

      5. The service provider's office registers the applications with the attached documents on the day of receipt on the portal and sends to the executive of the service provider.

      The service provider receives information about the identity documents of the service recipient, about state registration (re-registration) of a legal entity, about registration as an individual entrepreneur, a document confirming payment from the relevant state information systems through the gateway of the "electronic government".

      To obtain a license and (or) an annex to a license:

      the executive verifies the completeness of the submitted documents within 2 (two) working days from the date of registration of the application;

      in the event that the submitted documents and (or) expired documents are found to be incomplete, the service provider's executive prepares a reasoned refusal to further consider the application;

      after signing by the service provider, the service recipient receives a reasoned refusal to further consider the application, signed by the EDS of the head of the service provider, on the portal in the personal account in the form of an electronic document;

      in case of establishing the completeness of the submitted documents, the executive considers within 10 (ten) working days for compliance with the requirements specified in paragraph 6 of these Rules.

      preparation of the result of provision of public service is carried out by the executive within 2 (two) working days;

      after signing by the service provider, the service recipient receives a license and annexes to the license for export and import of hazardous waste, or a reasoned refusal to provide a public service, signed by the EDS of the head of the service provider, on the portal in the personal account in the form of an electronic document;

      6. Grounds for refusal to provide public service are:

      1) engaging in a type of activity is prohibited by the laws of the Republic of Kazakhstan for this category of individuals or legal entities;

      2) the license fee has not been paid;

      3) the applicant does not meet the qualification requirements established by order of the Minister of National Economy of the Republic of Kazakhstan dated January 30, 2015 No. 67 "On approval of qualification requirements for licensing the export and import of goods, the list of documents confirming compliance with them, application forms for obtaining a license and (or) annexes to a license, forms of licenses and (or) annexes to a license" (registered in the Register of state registration of regulatory legal acts under No. 11074, published on June 12, 2015 in the information and legal system "Adilet");

      4) the licensor has received a response from the relevant approving state body about the applicant's non-compliance with the requirements for licensing;

      5) in relation to the service recipient, there is a court decision (verdict) that has entered into legal force on the suspension or prohibition of the declared type of activity;

      6) on the basis of the recommendation of the bailiff, the court temporarily prohibited issuing a license to the service recipient-debtor;

      7) the inaccuracy of the documents submitted by the applicant for obtaining a license and (or) the data (information) contained therein has been established;

      8) in respect of the service recipient there is a court decision that has entered into legal force, on the basis of which the service recipient is deprived of a special right related to the receipt of a public service.

      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 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.

**Chapter 3. Procedure for appealing decisions, actions (inaction) of service providers and (or) their officials on the issues of provision of public services**

      8. To appeal the decisions, actions (inaction) of the service provider and (or) its officials on the issues of provision of public services, the complaint is submitted to the name of the service provider's management at the address specified in paragraph 7 of Appendix 6 to these Rules.

      The complaint is submitted in writing by mail, through the portal or on purpose through the office of the service provider on weekdays.

      The complaint contains:

      1) an individual - his last name, first name, patronymic (if any), postal address, contact phone number;

      2) a legal entity - its name, postal address, outgoing number and date. The appeal is signed by the service recipient.

      Confirmation of acceptance of the complaint is its registration (stamp, incoming number and date) in the office of the service provider, indicating the name and initials of the person who accepted the complaint, the time and place for receiving a response to the complaint filed.

      When contacting through the portal, information on the appeal procedure can be obtained by calling the Unified Contact Center at 1414, 8 800 080 7777.

      When sending a complaint through the portal, information about the appeal is available to the service recipient in the "personal account", which is updated during the processing of the appeal by the service provider (marks on delivery, registration, execution, response to consider or refusal to consider).

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

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

      by the authorized body for assessment and control over the quality of provision of public services within 15 (fifteen) working days from the date of its registration. The term for consideration of the complaint by the service provider, the authorized body for assessment and control over the quality of provision of public services in accordance with paragraph 4 of Article 25 of the Law are extended for no more than 10 (ten) working days if it is necessary:

      1) to conduct additional study or verification of a complaint or verification with a visit to the place;

      2) to obtain additional information.

      In the event of an extension of the period for considering a complaint, an official authorized to consider complaints within 3 (three) working days from the date of extension of the period for considering a complaint notifies in writing (when filing a complaint on paper) or electronically (when filing a complaint in electronic form) the applicant who filed the complaint about the extension of the term for consideration of the complaint, indicating the reasons for the extension.

      9. In cases of disagreement with the results of the decision of the service provider, the service recipient applies to the court in accordance with subparagraph 6) of paragraph 1 of Article 4 of the Law.

**Chapter 4. Other requirements, taking into account the specifics of provision of public service**

      10. The service recipient has the opportunity to receive information on the procedure and status of the provision of public service in remote access mode through the "personal account" of the portal, as well as a unified contact center for provision of public services.

      11. Contact phone numbers of reference services on the provision of public service: the Unified Contact Center: 1414, 8 800 080 7777.

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|  | Appendix 1 to the Rules of public service  "Issuance of a license for export  and import of hazardous waste" |
|  | Form |

**Application of an individual for obtaining a license and annex to a license for export of hazardous waste**

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| --- | --- | --- |
| 1. Application No. | 2. Validity period from "\_\_" \_\_\_\_20 .. to "\_\_\_" \_\_\_\_\_20 .. | |
| 3. License type  EXPORT | 4. Contract  № dated | |
| 5. Applicant | 6. Buyer | |
| 7. Country of destination | 8. Buyer's country | |
| 9. Contract currency | 10. Cost | 11. Statistical cost |
| 12. Country of origin | 13. Quantity | 14. Unit of measurement |
| 15. Product code for the unified commodity nomenclature of foreign economic activity and its description | | |
| 16. Additional information | | |
| 17. Grounds for issuing a license | 18. Authorized person of the applicant  Surname, name, patronymic (if any)  Position  Telephone  Place for electronic digital signature, date | |

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| --- | --- |
|  | Appendix 2 to the Rules of public service  "Issuance of a license for export  and import of hazardous waste" |
|  | Form |

**Application of an individual for obtaining a license and annex to a license for import of hazardous waste**

|  |  |  |
| --- | --- | --- |
| 1. Application No. | 2. Validity period from "\_\_" \_\_\_\_20 .. to "\_\_\_" \_\_\_\_\_20 .. | |
| 3. License type  IMPORT | 4. Contract  № dated | |
| 5. Applicant | 6. Buyer | |
| 7. Country of destination | 8. Buyer's country | |
| 9. Contract currency | 10. Cost | 11. Statistical cost |
| 12. Country of origin | 13. Quantity | 14. Unit of measurement |
| 15. Product code for the unified commodity nomenclature of foreign economic activity and its description | | |
| 16. Additional information | | |
| 17. Grounds for issuing a license | 18. Authorized person of the applicant  Surname, name, patronymic (if any)  Position  Telephone  Place for electronic digital signature, date | |

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| --- | --- |
|  | Appendix 3 to the Rules of public service  "Issuance of a license for export  and import of hazardous waste" |
|  | Form |

**Application of a legal entity for obtaining a license and annex to a license for export of hazardous waste**

|  |  |  |
| --- | --- | --- |
| 1. Application No. | 2. Validity period from "\_\_" \_\_\_\_20 .. to "\_\_\_" \_\_\_\_\_20 .. | |
| 3. License type  EXPORT | 4. Contract  № dated | |
| 5. Applicant | 6. Buyer | |
| 7. Country of destination | 8. Buyer's country | |
| 9. Contract currency | 10. Cost | 11. Statistical cost |
| 12. Country of origin | 13. Quantity | 14. Unit of measurement |
| 15. Product code for the unified commodity nomenclature of foreign economic activity and its description | | |
| 16. Additional information | | |
| 17. Grounds for issuing a license | 18. Authorized person of the applicant  Surname, name, patronymic (if any)  Position  Telephone  Place for electronic digital signature, date | |

|  |  |
| --- | --- |
|  | Appendix 4 to the Rules of public service  "Issuance of a license for export  and import of hazardous waste" |
|  | Form |

**Application of a legal entity for obtaining a license and annex to a license for import of hazardous waste**

|  |  |  |
| --- | --- | --- |
| 1. Application No. | 2. Validity period from "\_\_" \_\_\_\_20 .. to "\_\_\_" \_\_\_\_\_20 .. | |
| 3. License type  IMPORT | 4. Contract  № dated | |
| 5. Applicant | 6. Buyer | |
| 7. Country of destination | 8. Buyer's country | |
| 9. Contract currency | 10. Cost | 11. Statistical cost |
| 12. Country of origin | 13. Quantity | 14. Unit of measurement |
| 15. Product code for the unified commodity nomenclature of foreign economic activity and its description | | |
| 16. Additional information | | |
| 17. Grounds for issuing a license | 18. Authorized person of the applicant  Surname, name, patronymic (if any)  Position  Telephone  Place for electronic digital signature, date | |

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|  | Appendix 5 to the Rules for provision of public  service "Issuance of a license for  export and import of hazardous  waste" |

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| Public service standard  "Issuance of a license for export and import of hazardous waste" | | |
| 1 | Service provider name | Committee for environmental regulation and control of the Ministry of Ecology, Geology and Natural Resources of the Republic of Kazakhstan |
| 2 | Methods of provision of a public service | Through the web portal of "electronic government" www.egov.kz. |
| 3 | Term for provision of a public service | From the moment of registration of the application by the service provider:  issuance of a license and annexes to the license within 15 (fifteen) working days. |
| 4 | Form of provision of a public service | Electronic (fully automated). |
| 5 | Result of provision of a public service | License and annexes to the license for export and import of hazardous waste, or a reasoned refusal to provide public service in the cases and on the grounds provided for in paragraph 9 of this public service standard.  The form of rendering is electronic (completely electronic). |
| 6 | Amount of payment charged from the service recipient when rendering a public service, and methods of collecting it in cases provided for by the legislation of the Republic of Kazakhstan | The public service is provided on a paid basis to service recipients.  The license fee for issuing a license for export and import of hazardous waste is carried out in accordance with Article 554 of the Code of the Republic of Kazakhstan dated December 25, 2017 "On taxes and other obligatory payments to the budget" (Tax Code) and is:  for the issuance of a license - 10 monthly calculation indexes (hereinafter - MCI);  payment of the license fee is carried out in cash and non-cash through second-tier banks and organizations that carry out certain types of banking operations, as well as through the portal, payment can be made through the payment gateway of the "electronic government" (hereinafter - PGEG). |
| 7 | Schedule | The service provider - daily from 9:00 to 18:30, except weekends and holidays. Days off: Saturday and Sunday.  Portal - around the clock, except for technical breaks due to repair work (when 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 registration of the application and the issuance of the result of the provision of public service is carried out on the next working day).  The addresses of the places of rendering public services are posted on:  1) the Internet resource of the service provider;  2) the portal www.egov.kz. |
| 8 | List of documents required for provision of a public service when the service recipient applies | Application of an individual for obtaining a license and (or) annex to a license for export of hazardous waste in electronic form, certified by an electronic digital signature (hereinafter - EDS) of the service recipient, in the form in accordance with Appendix 1 to these Rules;  an application of an individual for obtaining a license and (or) annex to a license for import of hazardous waste in electronic form, certified by the EDS of the service recipient, in the form in accordance with Appendix 2 to these Rules;  an application of a legal entity for obtaining a license and (or) annex to a license for export of hazardous waste in electronic form, certified by the EDS of the service recipient, in the form in accordance with Appendix 3 to these Rules;  an application of a legal entity for obtaining a license and (or) annex to a license for import of hazardous waste in electronic form, certified by the EDS of the service recipient, in the form in accordance with Appendix 4 to these Rules;  a copy of the contract (agreement) for the purchase and sale of waste or another agreement of alienation between the participants in the foreign trade transaction;  a copy of the license to carry out the licensed type of activity or information on the availability of a license to carry out the licensed type of activity (if provided for by the legislation of the member state), if such type of activity is related to the turnover of goods for which licensing has been introduced in the customs territory of the Union;  consent (in writing) of the authorized body in the field of environmental protection of the state into whose territory hazardous waste is imported and (or) through whose territory hazardous waste is moved in accordance with paragraph 4 of Article 6 of the Law of the Republic of Kazakhstan dated February 10, 2003 No. 389 "On accession of the Republic of Kazakhstan to the Basel Convention on control of transboundary movements of hazardous wastes and their disposal” (hereinafter referred to as the Basel Convention) (in case of export of hazardous waste);  a copy of the contract (agreement) between the exporter and the manufacturer or the importer and the consumer of the goods (if the applicant acts as an intermediary);  a copy of the agreement (s) (contract (s)) for transportation;  a copy of the conclusion of the state environmental expertise;  a copy of the contract between the exporter (importer) and the person in charge of waste disposal, which stipulates the environmentally sound use of this waste;  notification of transboundary movement of hazardous wastes in accordance with paragraph 1 of Article 6 of the Basel Convention (in 3 (three) copies);  a document on the movement of waste in accordance with Annex V B of the Basel Convention (in 3 (three) copies);  information on the availability of technical (technological) possibilities for the use of hazardous waste (an extract from the technological regulations, confirming the possibility of using hazardous waste as raw materials, or another document confirming their involvement in the use, which does not allow the formation of other hazardous waste or their residues), (in case of import of hazardous waste);  a copy of a document confirming coverage by insurance, pledge or other guarantee for the transboundary movement of hazardous wastes in accordance with paragraph 11 of Article 6 of the Basel Convention;  a copy of the license to carry out a type of activity for the use of waste. |
| 9 | Grounds for refusal to provide a public service | 1) engaging in a type of activity is prohibited by the laws of the Republic of Kazakhstan for this category of individuals or legal entities;  2) the license fee has not been paid;  3) the applicant does not meet the qualification requirements established by order of the Minister of National Economy of the Republic of Kazakhstan dated January 30, 2015 No. 67 "On approval of qualification requirements for licensing the export and import of goods, the list of documents confirming compliance with them, application forms for obtaining a license and (or) annexes to a license, forms of licenses and (or) annexes to a license" (registered in the Register of state registration of regulatory legal acts under No. 11074, published on June 12, 2015 in the information and legal system "Adilet");  4) the licensor has received a response from the relevant approving state body about the applicant's non-compliance with the requirements for licensing;  5) in relation to the service recipient, there is a court decision (verdict) that has entered into legal force on suspension or prohibition of the declared type of activity;  6) on the basis of the recommendation of the bailiff, the court temporarily prohibited issuing a license to the service recipient-debtor;  7) the inaccuracy of the documents submitted by the applicant for obtaining a license and (or) the data (information) contained therein has been established;  8) in respect of the service recipient there is a court decision that has entered into legal force, on the basis of which the service recipient is deprived of a special right related to the receipt of a public service. |

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|  | Appendix 9 to the order of the Minister of ecology, geology and  natural resources of the Republic of Kazakhstan  dated June 2, 2020 № 130 |

**Rules for provision of public service "Provision of environmental information" Chapter 1. General provisions**

      1. These Rules for provision of public service "Provision of environmental information" (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 for provision of public service "Provision of environmental information" (hereinafter – a public service).

      2. The public service is provided by the Republican State Enterprise on the basis of the right of economic management "Information and analytical center for environmental protection" of the Ministry of Ecology, Geology and Natural Resources of the Republic of Kazakhstan (hereinafter referred to as the service provider).

      3. The public service is provided to individual and (or) legal entities (hereinafter referred to as the service recipient).

**Chapter 2. Procedure for provision of public service**

      4. To receive a public service, the service recipient submits to the service provider an application for the provision of environmental information, in the form, in accordance with Appendix 1 to these Rules, through the web portal of the "electronic government" www.egov.kz (hereinafter referred to as the portal).

      The basis for starting the procedure (action) for provision of public service is the application of the service recipient with the attachment of the documents specified in paragraph 8 of Appendix 2 to these Rules.

      When submitting an application, the service recipient consents to the use of information constituting a secret protected by law, contained in information systems, in accordance with the Law of the Republic of Kazakhstan dated March 15, 1999 "On state secrets", when providing a public service, unless otherwise provided by the laws of the Republic of Kazakhstan.

      The list of basic requirements for provision of 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 public service, are set out in the public service standard "Provision of environmental information" in accordance with Appendix 2 to these Rules.

      5. The content of the actions of the structural units (employees) of the service provider in the process of rendering public services includes:

      the service provider's employee, on the day the application is received through the portal, accepts and registers them within 20 (twenty) minutes (if received after 18.30, the application is registered on the next working day);

      the executive, within 5 (five) hours, checks the availability of the requested information in the register books of the database of the State Fund for environmental information, posted on the service provider's website and prepares the result of provision of public service;

      approval of the result of provision of public service by the head of the unit within 20 (twenty) minutes;

      sending of the result of the public service by the executive to the service recipient through the portal.

      The service recipient in the "personal account" receives information about the status of consideration of the request for the provision of public service, as well as a notification indicating the date and time of receipt of the result of the public service.

      On the portal, the result of the provision of public service is sent and stored in the "personal account" of the service recipient in the form of an electronic document signed by the EDS of the authorized person of the service provider.

      6. Grounds for refusal to provide public service in accordance with paragraphs 3 and 4 of Article 4 of the Law of the Republic of Kazakhstan dated October 23, 2000 “On ratification of the Convention on access to information, public participation in decision-making and access to justice in matters relating to the environment" are:

      1) the service provider to which the request is sent does not have the requested environmental information;

      2) the request is clearly unreasonable or is worded too general;

      3) the request concerns materials that are at the final stage of their preparation, or internal correspondence of state bodies and between them, when such an exception is provided for by national legislation or the established practice, while taking into account the public's interest in receiving such information;

      4) disclosure of such information will adversely affect:

      confidentiality of the work of state bodies in cases where such confidentiality is provided for by national legislation;

      international relations, national defense or state security;

      administration of justice the ability for individuals to be subjected to a fair trial or the ability of public authorities to conduct an investigation of a criminal or disciplinary nature;

      confidentiality of commercial and industrial information in cases where such confidentiality is protected by law in order to protect legitimate economic interests. Within this framework, information on emissions related to environmental protection is subject to disclosure;

      intellectual property rights;

      confidentiality of personal data and / or archives concerning an individual person, when the person concerned has not consented to the provision of such information to the public in accordance with the provisions of national legislation;

      interests of the third party that provided the requested information, if this party is not bound by a legal obligation to do this, or if such an obligation cannot be imposed on this party, and in cases where this party does not consent to the disclosure of the material;

      the environment to which this information relates, such as breeding sites for rare species.

      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 public services 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.

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

      8. Consideration of a complaint on the provision of public services is carried out by the authorized body in the field of environmental protection (hereinafter referred to as the authorized body), an official, an authorized body for assessment and control over the quality of the provision of public services.

      The complaint is submitted to the service provider and (or) the official, whose decision, action (inaction) is appealed.

      The service provider, the official, whose decision, action (inaction) is being appealed, no later than three working days from the date of receipt of the complaint, sends it and the administrative case to the authorized body.

      At the same time, the service provider, the official whose decision, action (inaction) is being appealed, has the right not to send a complaint to the authorized body if he makes a decision or other administrative action within three working days that fully meets the requirements specified in the complaint.

      Unless otherwise provided by law, appeal to the court is allowed after an appeal in the pre-trial procedure.

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

      In case of disagreement with the results of the rendered public service, the service recipient files a complaint with the authorized body for assessment and control over the quality of provision of public services.

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

      Footnote. Paragraph 8 - as amended by the order of the Minister of Ecology, Geology and Natural Resources of the Republic of Kazakhstan dated 23.11.2021 No. 477 (shall be enforced ten calendar days after the day of its first official publication).

      9. In cases of disagreement with the results of the provided public service, the service recipient applies to the court in accordance with subparagraph 6) of paragraph 1 of Article 4 of the Law.

**Chapter 4. Other requirements, taking into account the specifics of provision of public service**

      10. The service recipient has the opportunity to receive information on the procedure and status of the provision of public service in remote access mode through the "personal account" of the portal, as well as a unified contact center for provision of public services.

      11. Contact phone numbers of reference services on the provision of public services: the Unified Contact Center: 1414, 8 800 080 7777.

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|  | Appendix 1 to the Rules for provision of public service "Provision of environmental information" |
|  | Form |
|  | To Director General of the Republican state enterprise  on the basis of the right of economic management  "Information and analytical  center for environmental  protection" (Surname and initials) from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Surname, name, patronymic (if any), in case of filing by a legal  entity it is necessary to indicate its  name) IIN/BIN \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ phone number.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**Application for provision of environmental information**

      Please provide the following environmental information :

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|  | Appendix 2 to the Rules for provision of public service  "Provision of environmental information" |

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| Public service standard  "Provision of environmental information" | | |
| 1 | Service provider name | Republican State Enterprise on the basis of the right of economic management "Information and analytical center for environmental protection" of the Ministry of Ecology, Geology and Natural Resources of the Republic of Kazakhstan. |
| 2 | Methods of provision of a public service | Through the web portal of "electronic government" www.egov.kz. |
| 3 | Term for provision of a public service | Within 1 (one) working day. |
| 4 | Form of provision of a public service | Electronic (fully automated). |
| 5 | Result of provision of a public service | Environmental information or a reasoned response about refusal to provide public service in the cases and on the grounds provided for in paragraph 9 of this public service standard. |
| 6 | Amount of payment charged from the service recipient when rendering a public service, and methods of collecting it in cases provided for by the legislation of the Republic of Kazakhstan | The public service is provided to individual and legal entities free of charge. |
| 7 | Schedule | Portal - around the clock, with the exception of technical breaks related to repair work (when 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 application is accepted and the result of the provision of public services is received on the next working day).  The addresses of the places of rendering public services are posted on:  1) Internet resource of the Ministry: www.ecogeo.gov.kz, section "Public services";  2) Internet resource of the service provider: www.ecogosfond.kz section "Public service". |
| 8 | List of documents required for provision of a public service when the service recipient applies | Application for provision of environmental information in the form of an electronic document signed with an electronic digital signature of the service recipient or certified with a one-time password, in the case of registration and connection of the service recipient's subscriber number provided by the cellular operator to the portal account. |
| 9 | Grounds for refusal to provide a public service, established by the legislation of the Republic of Kazakhstan | In accordance with paragraphs 3 and 4 of Article 4 of the Law of the Republic of Kazakhstan dated October 23, 2000 "On ratification of the Convention on access to information, public participation in decision-making and access to justice relating to the issues on environment":  1) the service provider to which the request is sent does not have the requested environmental information;  1) the service provider does not have the requested environmental information, the state body to which the request is sent does not have the requested environmental information;  2) the request is clearly unreasoned or is worded too general;  3) the request concerns materials that are at the final stage of their preparation, or internal correspondence of state bodies and between them, when such an exception is provided for by national legislation or established practice, while taking into account the public's interest in receiving such information;  4) disclosure of such information will adversely affect:  confidentiality of the work of state bodies in cases where such confidentiality is provided for by national legislation;  international relations, national defense or state security;  administration of justice the ability for individuals to be subjected to a fair trial or the ability of public authorities to conduct an investigation of a criminal or disciplinary nature;  confidentiality of commercial and industrial information in cases where such confidentiality is protected by law in order to protect legitimate economic interests.  Within this framework, information on emissions related to environmental protection is subject to disclosure;  intellectual property rights;  the confidentiality of personal data and / or archives concerning an individual person, when the person concerned has not consented to the provision of such information to the public in accordance with the provisions of national legislation;  the interests of the third party that provided the requested information, if this party is not bound by a legal obligation to do this, or if such an obligation cannot be imposed on this party, and in cases where this party does not consent to the disclosure of the material;  the environment to which this information relates, such as breeding sites for rare species. |

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|  | Appendix 10 to the order of the Minister of ecology, geology and  natural resources of the Republic of Kazakhstan  dated June 2, 2020 № 130 |

**The list of some invalidated orders of the Minister of Energy of the Republic of Kazakhstan**

      1. Order of the Minister of Energy of the Republic of Kazakhstan dated November 25, 2014 No. 144 "On approval of the Rules for issuing permits for work using ozone-depleting substances, repair, installation, maintenance of equipment containing ozone-depleting substances" (registered in the Register of state registration of regulatory legal acts under No. 10065, published on March 20, 2015 in the information and legal system "Adilet");

      2. Order of the Minister of Energy of the Republic of Kazakhstan dated April 23, 2015 No. 301 "On approval of public service standards in the field of environmental protection" (registered in the Register of state registration of regulatory legal acts under No. 11229, published on August 3, 2015 in the Information and Legal System " Adilet ");

      3. Order of the Minister of Energy of the Republic of Kazakhstan dated May 22, 2015 No. 369 "On approval of regulations for public services in the field of environmental protection" (registered in the Register of state registration of regulatory legal acts under No. 11565, published on October 20, 2015 in the Information and Legal System "Adilet");

      4. Order of the Minister of Energy of the Republic of Kazakhstan dated November 13, 2015 No. 641 "On amendments to the order of the Minister of Energy of the Republic of Kazakhstan dated April 23, 2015 No. 301" On approval of public service standards in the field of environmental protection" (registered in the Register of state registration of regulatory legal acts under No. 12878, published on January 27, 2016 in the information and legal system "Adilet");

      5. Order of the Minister of Energy of the Republic of Kazakhstan dated January 21, 2016 No. 18 "On amendments to the order of the Minister of Energy of the Republic of Kazakhstan dated May 22, 2015 No. 369 "On approval of regulations for public services in the field of environmental protection" (registered in the Register of state registration of regulatory legal acts under No. 13156, published on April 11, 2016 in the information and legal system "Adilet");

      6. Order of the Minister of Energy of the Republic of Kazakhstan dated January 21, 2016 No. 19 "On amendments to the order of the Minister of Energy of the Republic of Kazakhstan dated April 23, 2015 No. 301 "On approval of public service standards in the field of environmental protection" (registered in the Register of state registration of regulatory legal acts under No. 13367, published on April 5, 2016 in the information and legal system "Adilet");

      7. Order of the Minister of Energy of the Republic of Kazakhstan dated February 18, 2016 No. 71 "On amendments to the order of the Minister of Energy of the Republic of Kazakhstan dated May 22, 2015 No. 369 "On approval of regulations for public services in the field of environmental protection" (registered in the Register of state registration of regulatory legal acts under No. 13473, published on April 6, 2016 in the information and legal system "Adilet");

      8. Order of the Minister of Energy of the Republic of Kazakhstan dated December 26, 2016 No. 563 "On amendments to the order of the Minister of Energy of the Republic of Kazakhstan dated April 23, 2015 No. 301 "On approval of public service standards in the field of environmental protection" (registered in the Register of state registration of regulatory legal acts under No. 14731, published on February 1, 2017 in the Reference Control Bank of regulatory legal acts of the Republic of Kazakhstan);

      9. Order of the Minister of Energy of the Republic of Kazakhstan dated January 26, 2017 No. 25 "On amendments to the order of the Minister of Energy of the Republic of Kazakhstan dated May 22, 2015 No. 369 "On approval of regulations for public services in the field of environmental protection" (registered in the Register of state registration of regulatory legal acts under No. 14847, published on March 2, 2017 in the Reference Control Bank of regulatory legal acts of the Republic of Kazakhstan);

      10. Order of the acting Minister of Energy of the Republic of Kazakhstan dated March 15, 2017 No. 96 "On amendments to the order of the Minister of Energy of the Republic of Kazakhstan dated April 23, 2015 No. 301 "On approval of public service standards in the field of environmental protection" (registered in the Register of state registration of regulatory legal acts under No. 15020, published on May 11, 2017 in the Reference Control Bank of regulatory legal acts of the Republic of Kazakhstan);

      11. Order of the Minister of Energy of the Republic of Kazakhstan dated December 22, 2017 No. 468 "On amendments to the order of the Minister of Energy of the Republic of Kazakhstan dated May 22, 2015 No. 369 "On approval of regulations for public services in the field of environmental protection" (registered in the Register of state registration of regulatory legal acts under No. 16195, published on January 23, 2018 in the Reference Control Bank of regulatory legal acts of the Republic of Kazakhstan);

      12. Order of the Minister of Energy of the Republic of Kazakhstan dated April 27, 2018 No. 149 "On amendments to the order of the Minister of Energy of the Republic of Kazakhstan dated April 23, 2015 No. 301 "On approval of public service standards in the field of environmental protection" (registered in the Register of state registration of regulatory legal acts under No. 16904, published on May 23, 2018 in the Reference Control Bank of regulatory legal acts of the Republic of Kazakhstan);

      13. Order of the Minister of Energy of the Republic of Kazakhstan dated June 26, 2018 No. 250 "On amendments to the order of the Minister of Energy of the Republic of Kazakhstan dated May 22, 2015 No. 369 "On approval of regulations for public services in the field of environmental protection" (registered in the Register of state registration of regulatory legal acts under No. 17189, published on July 23, 2018 in the Reference Control Bank of regulatory legal acts of the Republic of Kazakhstan);

      14. Order of the Minister of Energy of the Republic of Kazakhstan dated December 27, 2018 No. 537 "On amendments and additions to the order of the Minister of Energy of the Republic of Kazakhstan dated April 23, 2015 No. 301 "On approval of public service standards in the field of environmental protection" (registered in the Register of state registration of regulatory legal acts under No. 18124, published on January 15, 2019 in the Reference Control Bank of regulatory legal acts of the Republic of Kazakhstan);

      15. Order of the Minister of Energy of the Republic of Kazakhstan dated March 4, 2019 No. 70 "On amendments and additions to the order of the Minister of Energy of the Republic of Kazakhstan dated May 22, 2015 No. 369 "On approval of regulations for public services in the field of environmental protection" (registered in the Register of state registration of regulatory legal acts under No. 18368, published on March 14, 2019 in the Reference Control Bank of regulatory legal acts of the Republic of Kazakhstan).

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