

On approval of the Rules of applying authorization system of automobile transfers in the Republic of Kazakhstan in international traffic

Unofficial translation

Order of the Acting Minister of Investment and Development of the Republic of Kazakhstan dated March 27, 2015, № 353. Registered with the Ministry of Justice of the Republic of Kazakhstan on July 21, 2015 № 11704.

Unofficial translation

In accordance with subparagraph 23-11) of Article 13 of the Law of the Republic of Kazakhstan "On Automobile Transport" and subparagraph 1) of Article 10 of the Law of the Republic of Kazakhstan "On State Services" **I HEREBY ORDER:**

Footnote. The preamble is in the wording of the order of the Minister of Transport of the Republic of Kazakhstan dated 10.07.2024 № 239 (shall be enforced upon expiry of ten calendar days after its first official publication).

1. To approve the attached Rules of applying authorization system of automobile transfers in the Republic of Kazakhstan in international traffic.

2. The Transport Committee of the Ministry of Investment and Development of the Republic of Kazakhstan (Assavbayev A.A.) shall ensure:

1) in accordance with the procedure established by law, state registration of this order with the Ministry of Justice of the Republic of Kazakhstan;

2) within ten calendar days after the state registration of this order with the Ministry of Justice of the Republic of Kazakhstan, directing the copy thereof for the official publication in periodical publications and "Adilet" information and legal system;

3) placement of this order on the Internet resource of the Ministry of Investment and Development of the Republic of Kazakhstan and on the Intranet portal of state bodies;

4) within ten working days after the state registration of this order with the Ministry of Justice of the Republic of Kazakhstan, submission of information about implementation of measures, set forth in subparagraphs 1), 2) and 3) of paragraph 2 of this order to the Legal Department of the Ministry of Investment and Development of the Republic of Kazakhstan.

3. Control over execution of this order shall be assigned to the supervising Vice Minister of Investment and Development of the Republic of Kazakhstan.

4. This order shall be enforced upon expiry of twenty-one calendar days after its first official publication.

*Acting Minister of Investment
and Development министра
of the Republic of Kazakhstan*

Zh. Kassymbek

"APPROVED"

Minister of Finance
of the Republic of Kazakhstan
_____ B. Sultanov

May 22, 2015
"APPROVED"

Minister of National Economy
of the Republic of Kazakhstan
_____ Ye. Dossayev
June 10, 2015

Approved by
the order of the Acting Minister
of Investment and Development
of the Republic of Kazakhstan
dated March 27, 2015, № 353

Rules of applying authorization system of automobile transfers in the Republic of Kazakhstan in international traffic

Footnote. The Rules as amended by the order of the Minister of Transport of the Republic of Kazakhstan dated 10.07.2024 № 239 (shall be enforced upon expiry of ten calendar days after its first official publication).

Chapter 1. General provisions

1. These Rules of applying authorization system of automobile transfers in the Republic of Kazakhstan in international traffic (hereinafter – the Rules) have been developed in accordance with subparagraph 23-11) of Article 13 of the Law of the Republic of Kazakhstan "On Automobile Transport" (hereinafter – the Law) and subparagraph 1) of Article 10 of the Law of the Republic of Kazakhstan "On State Services" and shall determine the procedure for applying authorization system of automobile transfers in the Republic of Kazakhstan in international traffic.

2. The Rules shall apply to domestic and foreign carriers, owning, on the basis of ownership or other legal grounds, the following motor vehicles:

- 1) autobuses, microbuses;
- 2) cargo vehicles (the permissible total weight of which, including the trailer, is more than 6 tons, or the permissible payload, including the trailer, is more than 3.5 tons);
- 3) specialized automobiles (destined for transfer of particular types of cargo);
- 4) special automobiles (destined for performance of different non-vehicle works predominantly).

3. These Rules shall use the following concepts:

- 1) motor vehicle admission card – a document permitting the use of a motor vehicle in international road transport of cargo;

- 2) travel – transportation of vehicles from the point of departure to the point of destination and back to the point of departure;
- 3) Certificate of admission to international road transport of cargo – a document granting road transport operators of the Republic of Kazakhstan the right to carry out international road transportation of cargo;
- 4) a service recipient – individual and legal entity, except for the central state bodies, foreign institutions of the Republic of Kazakhstan, local executive bodies of regions, cities of republican significance, the capital, districts, cities of regional significance, akims of districts in the city, cities of district significance, rural settlements, villages, rural districts;
- 5) service provider – central state bodies, foreign institutions of the Republic of Kazakhstan, local executive bodies of regions, cities of republican significance, the capital, districts, cities of regional significance, akims of districts in the city, cities of district significance, rural settlements, villages, rural districts, as well as individuals and legal entities, rendering of the state services in accordance with the legislation of the Republic of Kazakhstan;
- 6) domestic permit – authorization for foreign carriers to travel through the territory of the Republic of Kazakhstan in accordance with international treaties ratified by the Republic of Kazakhstan (universal authorization for entry, exit, and transit, as well as transportation from third countries to the territory of the Republic of Kazakhstan or from the territory of the Republic of Kazakhstan to third countries);
- 7) domestic carrier – individuals and legal entities engaged in international road transport across the territory of a foreign state in accordance with international treaties on international road transport between the Republic of Kazakhstan and foreign states, ratified by the Republic of Kazakhstan;
- 8) trip – travel of motor vehicles from the point of departure to the point of destination;
- 9) authorization document – a document (domestic or foreign permit, special permit) confirming the right to travel through the territory of the Republic of Kazakhstan;
- 10) Quota for the exchange of international road transport permit forms (hereinafter – the exchange quota) – a number of foreign permits, approved for the exchange with foreign states ;
- 11) transit passage (transit) – the passage of motor vehicles with or without cargo through the territory of a state, where the points of departure and destination are located outside the territory of that state;
- 12) authorized body – Committee of Road Transport and Transport Control of the Ministry of Transport of the Republic of Kazakhstan;
- 13) information system of the authorized body (hereinafter – the IS) – an information system that ensures the automated processing of data for generating the results of the provision of state services:

"Issuance of a permit for entry into (exit from) the territory of a foreign state to carriers of the Republic of Kazakhstan engaged in regular international road transportation of passengers and baggage" and

"Issuance of a permit for transit through the territory of a foreign state to carriers of the Republic of Kazakhstan in accordance with international treaties ratified by the Republic of Kazakhstan."

14) transportation from the third countries to the territory of the Republic of Kazakhstan or from the territory of the Republic of Kazakhstan to the third countries – transportation of passengers, baggage, or cargo between two countries that are not the country of registration of the motor vehicle;

15) foreign permit – a permit for carriers of the Republic of Kazakhstan to travel through the territory of a foreign state in accordance with international treaties ratified by the Republic of Kazakhstan (universal permit for entry, exit, and transit, as well as transportation from the territory of another country to the territory of a third country);

16) foreign carrier – are foreign individuals and legal entities engaged in international road transport within the territory of the Republic of Kazakhstan in accordance with international treaties on international road transport between the Republic of Kazakhstan and foreign states, ratified by the Republic of Kazakhstan;

17) "Electronic Government" web portal (hereinafter – the Portal) – an information system that serves as a single access point to all consolidated governmental information, including the regulatory legal framework, as well as to state services, services for the issue of technical specifications for connection to the networks of natural monopoly entities, and services of quasi-public sector entities, provided in electronic form.

18) electronic digital signature (hereinafter – the EDS) – a set of electronic digital symbols created by means of an electronic digital signature and confirming the authenticity of an electronic document, its ownership and the immutability of its content.

4. The system for authorizing the passage of motor vehicles through the territory of the Republic of Kazakhstan is determined by law, international treaties on international road transport between the Republic of Kazakhstan and foreign states ratified by the Republic of Kazakhstan (hereinafter referred to as the Treaties) and these Rules.

5. Entry (exit) into (from) the territory of a foreign state, transit through the territory of a foreign state by domestic motor vehicles carrying passengers, baggage, and cargo, shall be carried out on the basis of the following types of foreign permits:

- 1) foreign permits for transportation of cargo;
- 2) Foreign permits for irregular transportation of passengers and baggage;
- 3) foreign permits for regular transportation of passengers and baggage with a term of validity of one calendar year.

6. In accordance with the Treaty between the Government of the Republic of Kazakhstan and the Government of the People's Republic of China on International Automobile

Communication, concluded on September 26, 1992, when domestic carriers perform road transportation to the territory of the People's Republic of China, it is required to obtain:

1) Type "A" permit – with a term of validity of one calendar year, issued for the performance of regular road transport of passengers (including tourists) and baggage, which allows a domestic carrier to transport passengers from the point of departure to the point of destination;

2) Type "B" permit – issued for non-regular (occasional) road transport of passengers (including tourists) and baggage between border terminals in the vicinity of border crossing points, granting the right to perform one round trip;

3) Type "C" permit – issued for road transport of cargo between border terminals in the vicinity of border crossing points, granting the right to perform one round trip;

4) Type "D" permit – issued for road transport of cargo along designated routes, granting the right to perform one round trip.

Permits of types "A", "B", "C", and "D" shall remain valid until December 31 of the current year.

Chapter 2. Procedure of applying authorization system of automobile transfers in the Republic of Kazakhstan in international traffic

Section 1. Determining the exchange quota and distribution of foreign permits

7. The exchange quota shall be posted on the Internet resource of the Ministry of Transport of the Republic of Kazakhstan (hereinafter referred to as the Ministry).

8. In order to ensure negotiations with the competent authorities of the relevant states on the issue of determining the quota for the exchange of foreign permit forms, the authorized body, by October 10 of the current year, shall form general consolidated data based on statistics on the issuance and use of foreign permits on the number of needs of domestic carriers for foreign permits.

9. The authorized body shall agree with the competent authorities of foreign states on the quota for the exchange of permit forms and the validity periods of permit documents.

10. The authorized body shall transfer to the competent authorities of foreign states forms of domestic permits and obtain foreign permits for domestic carriers, in the quantity stipulated by the protocols of negotiations with foreign competent authorities.

11. Foreign permits are subject to distribution to territorial bodies of the authorized body (hereinafter referred to as territorial bodies).

12. Territorial bodies distribute foreign permits for regular transportation of passengers and baggage with a term of validity of one calendar year taking into account the established routes and schedules for these routes, approved with the competent authorities of foreign states.

13. Information on foreign permits with details of the number of permits distributed, issued, and returned by domestic carriers shall be posted on the website of the Ministry in real time.

14. If domestic carriers require foreign permits in excess of the established exchange quota, the authorized body shall agree with the competent authorities of the foreign state on the corresponding exchange quota for foreign permits for the current year.

Section 2. Issuance of foreign permits to domestic carriers

15. The service provider shall carry out the registration of foreign permits. Issuance of the result of the state service shall be carried out by the Non-profit joint-stock company "State Corporation "Government for Citizens" (hereinafter referred to as the State Corporation).

16. To obtain the state service "Issuance of permits for carriers of the Republic of Kazakhstan to travel through the territory of a foreign state in accordance with international treaties ratified by the Republic of Kazakhstan," a service recipient shall fill out a request through the Portal to obtain a foreign permit for irregular transportation of passengers and baggage, and for the transportation of cargo. ratified by the Republic of Kazakhstan," shall fill out a request through the Portal to obtain a foreign permit for the irregular transportation of passengers and baggage, for the transportation of cargo (hereinafter referred to as the request) in the form specified in Annex 1 to these Rules.

List of key requirements for the provision of a state service, including: the name of the state service, the name of the service provider, the methods of delivery of the state service, the time frame for service delivery, the form of service provision, the result of the service provision, the amount of the fee charged to the service recipient, and the methods of its collection in cases provided by the legislation of the Republic of Kazakhstan, the working schedule of the service provider, the State Corporation and information facilities, the list of documents and information required from the service recipient to obtain the state service, the grounds for refusal to provide the state service titled "Issuance of a permit for transit through the territory of a foreign state to carriers of the Republic of Kazakhstan in accordance with international treaties ratified by the Republic of Kazakhstan", in accordance with Annex 2 to these Rules.

When applying through the portal, a request shall be sent in the form of an electronic document signed by the service recipient's digital signature.

The service recipient's "personal account" shall display the status of the provision of the state service indicating the address and date of receipt of its result in the State Corporation, or the refusal to accept it.

The domestic carrier shall ensure the completeness and accuracy of the information provided in the request.

The request shall be submitted separately for each vehicle.

17. The request shall be reviewed by the IS:

- 1) if the requested types of foreign permits are available;
- 2) if there is a license for the right to engage in the activity of irregular transportation of passengers by buses and minibuses in intercity, interregional (intercity, intra-regional) and international traffic, as well as regular transportation of passengers by buses and minibuses in international traffic;
- 3) if the requested set of foreign permits is available (in the case of an application for several types of foreign permits per one motor vehicle);
- 4) if there is a valid certificate of admission to international road cargo transport;
- 5) if there is a valid motor vehicle admission card in question;
- 6) if there is no information on unreturned foreign permits obtained for the vehicles specified in the request, except for the cases provided for in paragraph 32 of these Rules;
- 7) if the motor vehicle specified in the request has complied with the conditions established by paragraphs 28 and (or) 29 of these Rules for the last six months;
- 8) if the service recipient has not committed three or more violations of the conditions of paragraphs 28 and (or) 29 of these Rules in the last three months;
- 9) in the absence of evidence that the service recipient has not used previously obtained foreign permits in the last six months;
- 10) in the absence of evidence that the service recipient has not complied with the requirements of the first paragraph of clause 27 of these Rules in the last six months.

The requirements of subparagraphs 3)-10) of this paragraph do not apply to obtaining a foreign permit for irregular transportation of passengers and baggage.

The recording of facts of entry and exit of motor vehicles into the territory of the Republic of Kazakhstan through automobile checkpoints located on the state border of the Republic of Kazakhstan shall be carried out by the Unified Information System “Berkut” of the National Security Committee of the Republic of Kazakhstan (hereinafter referred to as the “Berkut” Unified Information System) with the transfer of information in accordance with the IS request.

In the IS, motor vehicles shall be registered by their identification number (VIN).

When submitting a request for information about identity documents, state registration (re-registration) of a legal entity, title documents for movable property, certificates of admission to international road cargo transport, vehicle admission cards, licenses for the right to engage in irregular passenger transportation by buses and minibuses in intercity, interregional, interdistrict (intercity within the region), and international traffic, minibuses in international traffic (when carrying out irregular transportation of passengers and baggage) a document confirming payment of the fee for departure through the “e-government” payment gateway (hereinafter – the PGE) are obtained from the relevant state information systems through the “e-government” gateway.

Requesting documents available in information systems from service recipients shall not be permitted.

18. It is permissible to replace a motor vehicle for which foreign permits were previously obtained within thirty calendar days from the date of receipt of notification of the provision of state services. A request to replace a motor vehicle for a previously issued foreign permit shall be made in accordance with the form set out in Annex 3 to these Rules.

The replacement of a motor vehicle leased under a lease agreement shall be carried out subject to the receipt of an admission card for the motor vehicle, obtained at least thirty calendar days prior to the date of submission of the request for replacement.

In this case, the period specified in paragraph 28 of these Rules shall be calculated from the date of receipt of the notification of the provision of the state service.

19. The carrier may obtain up to two additional foreign permits for the carriage of cargo in the event of a change in route, in accordance with the form set out in Annex 4 to these Rules.

Upon receipt of foreign permits upon additional request, unused foreign permits are returned to the territorial body and recorded in the IS as used by the service recipient.

At the same time, up to six unused foreign permits may be returned in a calendar year upon additional request, and more than six foreign permits are recorded in the IS as unreturned.

20. If the information provided in paragraphs 17 and 19 of these Rules is in compliance and available, the service recipient will be issued an invoice for payment of the fee amount.

Payment shall be carried out through the PGE.

21. Territorial bodies shall issue foreign permits for irregular transportation of passengers and baggage, and for transportation of cargo, and shall send them to the State Corporation within one working day from the moment of receipt of notification of the provision of state services in the IS.

22. For the transportation of cargo, no more than 9 (nine) foreign permits of different types shall be issued per route per request, and no more than 2 (two) foreign permits of the same type.

23. Foreign permits shall be issued for motor vehicles without taking into account trailers, semi-trailers, and self-unloading vehicles that are mechanically tilted for unloading cargo.

24. The notification of the provision of state services shall be signed automatically and sent to the service recipient's personal account in the form of an electronic document certified by the electronic digital signature of the head of the territorial body or his/her deputy.

25. The service provider shall ensure that data on the stage of provision of state services is entered into the state services monitoring information system in accordance with the procedure established by the authorized body in the field of informatization in accordance with subparagraph 11) of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan "On State Services".

When providing state services through the state information system of permits and notifications, data on the stage of provision of state services shall be automatically transferred to the information system for monitoring the provision of state services.

Within 3 (three) working days after the state registration of a subordinate regulatory legal act, the authorized body shall send information about the changes and (or) additions made to these Rules, which determine the procedure for providing state services, to the service provider, the operator of the information and communication infrastructure of the “electronic government”, to the State Corporation and the Unified Contact Center.

26. Complaints regarding the provision of state services shall be considered by a higher administrative body, an official, an authorized body for the assessment and control of the quality of state services (hereinafter referred to as the body considering the complaint).

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

The service provider or official whose decision, action (or inaction) is being appealed shall, no later than three (3) working days from the date of receipt of the complaint, forward it and the administrative case to the authority considering the complaint.

In this case, the service provider, the official whose decision, action (or inaction) is being appealed, shall not forward the complaint to the body considering the complaint if, within three (3) working days, it takes a decision or other administrative action that fully satisfies the requirements specified in the complaint.

A complaint from a service recipient received by the service provider, in accordance with paragraph 2 of Article 25 of the Law of the Republic of Kazakhstan "On State Services", shall be considered within 5 (five) working days from the date of its registration.

A complaint from a service recipient received by the authorized body for evaluation and control of the quality of state services shall be considered within 15 (fifteen) working days from the date of its registration.

Unless otherwise provided by the laws of the Republic of Kazakhstan, an appeal to the court is permitted after an appeal has been lodged in a pre-trial procedure, in accordance with paragraph 5 of Article 91 of the Administrative Procedural and Process-Related Code of the Republic of Kazakhstan.

27. The transfer of foreign permit forms by a domestic carrier to another domestic carrier, as well as the use by a domestic carrier of foreign permit forms belonging to another domestic carrier, shall not be allowed.

The use by a domestic carrier of foreign permits for motor vehicles not specified in the admission card of that carrier shall not be allowed, except for motor vehicles being transported.

28. The period for the departure of a motor vehicle for which foreign permits have been issued from the territory of the Republic of Kazakhstan through road border crossing points located on the state border of the Republic of Kazakhstan, with the exception of border

crossing points located between the Republic of Kazakhstan and the People's Republic of China, shall not exceed 30 (thirty) calendar days from the date of sending the notification of the results of the state service to the user's personal account.

If the period specified in the first part of this paragraph exceeds 6 (six) months, foreign permits issued for the vehicle shall be recorded in the IS as unused.

29. Domestic carrier shall return used and unused foreign permits for irregular transportation of passengers, baggage, and cargo to the territorial body at the place of their issuance in physical form no later than 30 (thirty) calendar days from the date of entry of the motor vehicle for which the foreign permits were issued into the territory of the Republic of Kazakhstan through road border crossing points located on the state border of the Republic of Kazakhstan, with the exception of border crossing points located between the Republic of Kazakhstan and the People's Republic of China.

30. Returned foreign permits shall be kept with the territorial bodies within three years from the time of return.

31. The territorial bodies shall keep records in the IS for:

- 1) issued foreign permits - by their number by carrier;
- 2) returned foreign permits - indicating the following information:

name, individual identification number or business identification number of the domestic carrier;

type, validity period, return date and number of the returned foreign permit;

state registration number plate of the vehicle (except for trailers and semi-trailers) for which the foreign permit was used;

name of the checkpoint of the vehicle crossing (entry/exit), when transporting across the State Border of the Republic of Kazakhstan".

In the event of the return of foreign permits with signs of alteration (erasure of the state registration number, name of the carrier, as well as other changes to the foreign permit that do not allow the specified information to be established), the status "corrected" shall be entered in the IS, and such permits shall be recorded in the IS as not returned;

Foreign permits that are not returned in the cases specified in paragraph 32 of these Rules shall be recorded as returned.

32. Foreign permits lost by the service recipient (no more than three (3) per calendar year), lost as a result of destruction in a vehicle fire or seizure by foreign regulatory authorities, shall be recorded in the IS as returned without violating paragraphs 28 and (or) 29 of these Rules.

A service recipient shall submit the following supporting documents to the territorial authority no later than thirty calendar days from the date of occurrence of these events:

- 1) when a foreign permit is confiscated by the competent authorities – a confiscation report or protocol;

2) in case of destruction of a foreign permit as a result of a vehicle fire – a certificate from the State Fire Service of the Republic of Kazakhstan or a competent authority of a foreign state with a photograph of the vehicle showing its state registration number plate;

3) in case of loss of a foreign permit - written notification to the territorial body of its loss with an attached copy of applications or documents registered with the internal affairs bodies confirming the placement of announcements in the media about the loss and invalidity of the lost permit.

33. The return of foreign permits by a domestic carrier to the territorial body shall be carried out through the office of the territorial body by a cover letter indicating the information provided for in paragraph 31 of these Rules.

The territorial body shall enter information on the returned foreign permits into the IS within one working day from the date of registration of the cover letter on the return of foreign permits in the information system for registering general incoming correspondence.

If the actual parameters of the foreign permit do not correspond to the information specified in the cover letter, the territorial body shall refuse to accept the return of foreign permits, indicating the reasoned reason for the refusal.

In this case, the foreign permits specified in part three of this paragraph, as well as unused foreign permits in the IS, shall be recorded as unreturned.

34. When issuing a foreign permit, the service provider shall record (enter) the following in the appropriate columns of the foreign permit:

- 1) name and legal address of the carrier;
- 2) date of issue and seal of the territorial body that issued the foreign permit;
- 3) signature of the head of the territorial body or his deputy;
- 4) state registration number of the vehicle for which the foreign permit was issued.

The provisions of subparagraph 4) shall apply to foreign permits of a certain type and country, the share of which in the previous year, according to IS data, amounted to 70 percent or more of their total number received under the exchange quota.

Corrections to foreign permits are not permitted.

35. The addresses of the locations for the provision of the state service are posted on the following internet resources:

1) The Ministry – www.transport.gov.kz, section "State Services", subsection "Committee of Road Transport and Transport Control";

2) The web portal of "electronic government";

3) A service recipient may obtain information regarding the procedure and status of the state service provision through remote access through the Unified Contact Center regarding the provision of state services;

4) Telephone numbers of the Unified Contact Center regarding the provision of state services: 1414, 8 800 080 7777;

5) The service recipient receives the state service through the State Corporation.

Section 3. Issuance of a permit for entry (exit) into the territory (from the territory) of a foreign state by carriers of the Republic of Kazakhstan, carrying out regular road transport of passengers and baggage in international traffic

36. The service provider shall carry out the registration of foreign permits. Issuance of the result of the state service shall be carried out by the State Corporation.

37. A service recipient to obtain the state service "Issuance of a permit to enter (leave) the territory (from the territory) of a foreign state for carriers of the Republic of Kazakhstan engaged in regular international road transport of passengers and baggage" shall fill out a request through the Portal for obtaining a foreign permit for regular transport of passengers and baggage with a term of validity of one calendar year (hereinafter referred to as the request for obtaining a foreign permit), in the form specified in Appendix 5 to these Rules.

List of basic requirements for the provision of state services, including the name of the state service, the name of the service provider, methods of providing state services, the term for providing state services, the form of providing state services, the result of providing state services, the amount of fees charged to the service recipient for providing state services, and methods of charging fees in cases provided for by the legislation of the Republic of Kazakhstan, the service provider's work schedule, State Corporation and information objects, a list of documents and information requested from the service recipient for the provision of state services, grounds for refusal to provide state services "Issuance of permits for entry (exit) into (from) the territory of a foreign state to carriers of the Republic of Kazakhstan engaged in regular international road transport of passengers and baggage" in accordance with Annex 6 to these Rules.

An application for a foreign permit shall be completed through the portal in the form of an electronic document signed with the service recipient's electronic signature.

Notification of the provision of the state service shall be signed automatically and sent to the service recipient's personal account in the form of an electronic document certified with the electronic signature of the head of the territorial body or his/her deputy.

A request for a foreign permit is submitted separately for each motor vehicle.

38. Approval for obtaining a foreign permit for regular transportation of passengers and baggage with a term of validity of one calendar year is granted if the following information is available in the IS and portal:

- 1) a joint activity agreement with a foreign carrier;
- 2) a foreign permit of the requested type;

3) a license for the right to engage in the activity of non-regular transportation of passengers by buses and minibuses in intercity, interregional (intercity, intra-regional) and international traffic, as well as regular transportation of passengers by buses and minibuses in international traffic (when carrying out regular transportation of passengers and baggage in international traffic;

4) payment of the fee.

Territorial authorities issue foreign permits for regular transportation of passengers and baggage with a term of validity of one calendar year and send them to the State Corporation within one working day from the moment of receipt of the notification about the provision of state services in the IS.

When submitting a request, information about identity documents, state registration (re-registration) of a legal entity, title documents for movable property, licenses for the right to engage in regular transportation of passengers by buses and minibuses in international traffic, a document confirming payment to the budget of the fee for departure through the PGE, is obtained from the relevant state information systems through the “e-government” gateway.

Requesting documents available in information systems from service recipients shall not be permitted.

39. If the information specified in paragraph 38 of these Rules is available and accurate, the service recipient will be issued an invoice for payment of the fee.

Payment shall be made through PGE.

40. The notification of the provision of state services shall be signed automatically and sent to the service recipient's personal account in the form of an electronic document certified by the electronic digital signature of the head of the territorial body or his/her deputy.

41. The service provider shall ensure that data on the stage of provision of state services is entered into the state service monitoring information system in accordance with the procedure established by the authorized body in the field of informatization in accordance with subparagraph 11) of paragraph 2 of Article 5 of the Law of the Republic of Kazakhstan "On State Services".

When providing state services through the state information system of permits and notifications, data on the stage of provision of state services shall be automatically transferred to the information system for monitoring the provision of state services.

Within 3 (three) working days after the state registration of a subordinate regulatory legal act, the authorized body shall send information about the changes and (or) additions made to these Rules, which determine the procedure for providing state services, to the service provider, the operator of the information and communication infrastructure of the “electronic government”, to the State Corporation and the Unified Contact Center.

42. Complaints regarding the provision of state services shall be considered by a superior administrative body, an official, an authorized body for the assessment and control of the quality of state services (hereinafter referred to as the body considering the complaint).

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

The service provider or official whose decision, action (or inaction) is being appealed shall, no later than three (3) working days from the date of receipt of the complaint, forward it and the administrative case to the authority reviewing the complaint.

At the same time, the service provider, the official whose decision, action (inaction) is being appealed, shall not forward the complaint to the body considering the complaint if, within 3 (three) working days, he or she takes a decision or other administrative action that fully satisfies the requirements specified in the complaint.

A complaint from a service recipient received by the service provider, in accordance with paragraph 2 of Article 25 of the Law of the Republic of Kazakhstan "On State Services", shall be considered within 5 (five) working days from the date of its registration.

A complaint from a service recipient received by the authorized body for evaluation and control of the quality of state services shall be considered within 15 (fifteen) working days from the date of its registration.

Unless otherwise provided by the laws of the Republic of Kazakhstan, recourse to the courts is permitted after an appeal has been lodged in a pre-trial procedure, in accordance with paragraph 2 of Article 91 of the Administrative Procedural and Process-Related Code of the Republic of Kazakhstan.

43. The transfer by a domestic carrier of foreign permits for regular transportation of passengers and baggage with a term of validity of one calendar year to another domestic carrier shall not be permitted.

Foreign permits for regular transportation of passengers and baggage with a term of validity of one calendar year shall not be returned to the territorial authority.

44. Territorial bodies shall keep records in the IS of foreign permits issued by their number in the breakdown by carriers.

45. When issuing a foreign permit, the service provider shall enter (affix) the following in the appropriate fields of the foreign permit:

- 1) the name and legal address of the carrier;
- 2) the date of issue and the seal of the territorial body that issued the foreign permit;
- 3) the signature of the head of the territorial body or his/her deputy;
- 4) the state registration number of the motor vehicle for which the foreign permit was issued.

Corrections to foreign permits shall not be permitted.

46. The addresses of the locations for the provision of the state service are posted on the following internet resources:

- 1) The addresses of the locations for the provision of the state service are posted on the following internet resources ";
- 2) The web portal of "electronic government";
- 3) A service recipient may obtain information regarding the procedure and status of the state service provision through remote access through the Unified Contact Center regarding the provision of state services;
- 4) Telephone numbers of the Unified Contact Center for state services: 1414, 8 800 080 7777;

5) The service recipient receives the state service through the State Corporation.

Section 4. Issuance of domestic permits to foreign carriers

47. Domestic permits shall be issued to foreign carriers by the competent authorities of their states from the number of permits, exchanged for the relevant year.

The validity period of domestic permits shall be determined by the authorized body in accordance with paragraph 9 of these Rules, unless otherwise specified by international treaties.

The procedure and terms for returning foreign permits are specified in paragraph 29 of these Rules.

International road transport of cargo carried out by carriers registered in the territory of one of the member states of the Eurasian Economic Union shall be carried out on a permit-free basis:

- 1) between a member state of the Eurasian Economic Union in whose territory the carriers are registered and another member state;
- 2) in transit through the territories of other member states of the Eurasian Economic Union;
- 3) between other member states of the Eurasian Economic Union.

The transportation of cargo to the Republic of Kazakhstan or in transit through the territory of the Republic of Kazakhstan by carriers of a foreign state in accordance with international treaties ratified by the Republic of Kazakhstan shall be carried out on the basis of permits issued by the competent authorities of the country of registration of the foreign carrier.

48. Domestic permit shall be valid for one trip, including in cases of incidental loading in the opposite direction from the territory of the Republic of Kazakhstan to the territory of the state from which the first trip was made.

Domestic permits of type “A” and “D” shall be valid from the point of departure to the point of destination, while permits of type “B” and “C” shall be valid up to border terminals located within 90 kilometers of the state borders of the Republic of Kazakhstan.

49. Incidental loading on the territory of the Republic of Kazakhstan of a foreign cargo vehicle traveling in the opposite direction from a transit route through the territory of the Republic of Kazakhstan may only be permitted with an additional permit to travel through the territory of the Republic of Kazakhstan.

If transportation to the country of registration of the motor vehicle is planned, an additional domestic permit to leave the territory of the Republic of Kazakhstan shall be required.

If it is planned to transport vehicles from third countries to the territory of the Republic of Kazakhstan or from the territory of the Republic of Kazakhstan to third countries, an additional permit shall be required for transportation from third countries to the territory of

the Republic of Kazakhstan or from the territory of the Republic of Kazakhstan to third countries.

50. In cases of incidental loading of a foreign motor vehicle traveling in the opposite direction from the territory of the Republic of Kazakhstan to the territory of a third country that is not the country of registration of the motor vehicle, an additional domestic permit for transportation from the territory of the Republic of Kazakhstan to third countries shall be required, except for transportation provided for in Rule 49.

51. Transportation of cargo from third countries to the territory of the Republic of Kazakhstan or from the territory of the Republic of Kazakhstan to third countries with transshipment (loading/unloading) of cargo on the territory of a country that is not the point of departure or destination of the cargo shall be carried out with a permit to/from third countries.

Transfer of cargo that has not yet completed customs transit from third countries to the territory of the Republic of Kazakhstan on the territory of a country that is not the point of departure or destination of the cargo, to a Kazakhstani motor vehicle, or to a motor vehicle that is not registered in the country of registration of the original carrier shall not be permitted

52. When transporting cargo produced at enterprises and branches of third countries established and registered in accordance with the legislation of the country of registration of the foreign motor vehicle, domestic permits to/from third countries are not required if the specified transport is confirmed by accompanying documents:

- international consignment note (CMR);

- certificate of origin of cargo;

- order of the consignor or consignee to the foreign carrier for the carriage of cargo;

- invoice;

- veterinary certificate, phytosanitary certificate, document confirming the safety of products (cargo) in terms of their compliance with sanitary and epidemiological and hygienic requirements (if necessary).

In this case, this trip shall be carried out based on a permit for entry into the territory of the Republic of Kazakhstan.

53. When transporting cargo from third countries to the territory of the Republic of Kazakhstan by another mode of transport (air, rail, or sea) with transshipment (loading/unloading) in the country of registration of the motor vehicle, a domestic permit for entry from/to a third country is not required, provided that the transportation is confirmed by supporting documents (international consignment note (CMR), invoice, bill of lading, TIR carnet, phytosanitary certificate, and other documents used in international road transport that confirm the loading location of the motor vehicle and accompany the cargo during such transport), bearing original customs stamps from the transshipment terminal (location of transport mode change).

In such cases, the transportation shall be carried out on the basis of a domestic permit for entry into the territory of the Republic of Kazakhstan.

54. When transporting cargo to the territory of the Republic of Kazakhstan, a tractor unit or truck may be replaced with another tractor unit or truck that is registered in the carrier's country of registration.

55. The requirements of part two of 51 and paragraph 54 of these Rules shall not apply to domestic carriers, who:

1) arrive by ferry at seaports of the Republic of Kazakhstan for further travel to/from the territory of the Republic of Kazakhstan;

2) carry out international cargo transportation to/from countries with which no intergovernmental treaties on international road cargo transportation have been concluded;

3) carry out international cargo transportation to/from countries with which the Republic of Kazakhstan has concluded intergovernmental treaties providing for the issuance of foreign permit forms at the external border crossing points of the Eurasian Economic Union.

56. Was valid until 01.01.2025 in accordance with the order of the Minister of Transport of the Republic of Kazakhstan dated 10.07.2024 № 239.

IL&LI note!

Paragraph 56-1 is valid until 01.01.2026 in accordance with the order of the Minister of Transport of the Republic of Kazakhstan dated 11.02.2025 № 47.

56-1. The requirements of part two of paragraph 51 and paragraph 54 of these Rules shall not apply to carriers registered in the member states of the Eurasian Economic Union in cases where the carriage of cargo to/from the territory (i) of the Republic of Kazakhstan is carried out consecutively by several carriers with transshipment (loading/unloading) and (or) replacement of the tractor unit, provided that the previous carrier has domestic permits.

Footnote. The Rules were supplemented with paragraph 56-1 in accordance with the order of the Minister of Transport of the Republic of Kazakhstan dated 11.02.2025 № 47 (shall be enforced after the date of its first official publication).

57. If a foreign carrier does not have a permit form certified by the competent authority of the carrier's country of registration, or if the form is blank, not completed in accordance with the requirements of these Rules, and (or) containing corrections, filled out using writing instruments with disappearing ink, the vehicle may continue its journey after a new domestic permit has been provided or after the cargo has been transferred or reloaded onto a domestic vehicle following the enforcement of an administrative penalty.

58. The transit of foreign motor vehicles traveling through the territory of the Republic of Kazakhstan without registration and distinctive marks of their country of origin shall be carried out on the basis of a transit permit issued by the authorized body at transport control posts on the territory of the Republic of Kazakhstan or by state revenue authorities at checkpoints for motor vehicles crossing the state border of the Republic of Kazakhstan, which coincides with the external border of the Eurasian Economic Union, unless otherwise

specified by international treaties ratified by the Republic of Kazakhstan, after payment of the fee for the passage of motor vehicles through the territory of the Republic of Kazakhstan at the rates established by the Tax Code.

The transportation of cargo or passengers from third countries to the territory of the Republic of Kazakhstan or from the territory of the Republic of Kazakhstan to third countries by the specified motor vehicles shall not be permitted.

Domestic carriers are not required to obtain permits when transporting motor vehicles intended for use in the territory of the Republic of Kazakhstan, including those carrying cargo, with the exception of special permits for the passage of large-sized and/or heavy motor vehicles.

59. Transit passage of foreign motor vehicles through the territory of the Republic of Kazakhstan, with states with which there is no reciprocal exchange of permit forms, shall be carried out on the basis of a transit permit issued by the authorized body at transport control posts on the territory of the Republic of Kazakhstan, or by state revenue authorities at vehicle checkpoints across the state border of the Republic of Kazakhstan, which coincides with the external border of the Eurasian Economic Union, including at international sea checkpoints, unless otherwise provided by international treaties ratified by the Republic of Kazakhstan, after payment of the fee for the passage of motor vehicles through the territory of the Republic of Kazakhstan at the rates established by the Tax Code.

60. On domestic permits confirming the right to travel through the territory of the Republic of Kazakhstan, the territorial bodies of state revenue at checkpoints across the state border of the Republic of Kazakhstan, which coincides with the external border of the Eurasian Economic Union, or the territorial bodies at transport control posts on the territory of the Republic of Kazakhstan shall indicate:

1) the period of departure of the vehicle from the territory of the Republic of Kazakhstan is no more than 30 (thirty) calendar days;

2) the route through the territory of the Republic of Kazakhstan.

During transit travel of foreign motor vehicles, the time periods for entry into and exit from the territory of the Republic of Kazakhstan shall be determined by the time of actual stay in the territory of the Republic of Kazakhstan when traveling both in the forward and reverse directions.

61. Foreign carriers with domestic permits confirming the right to travel through the territory of the Republic of Kazakhstan, before the start of the trip shall fill in:

1) the name of the carrier and its legal address;

2) the number of the vehicle;

3) the country of loading;

4) the country of unloading;

5) the name of the transported cargo;

6) the weight of the transported cargo;

- 7) the border checkpoint;
- 8) the route through the Republic of Kazakhstan;
- 9) the city of loading;
- 10) the city of unloading.

Corrections to domestic permits shall not be permitted.

If the domestic permit form is not filled out or contains inaccurate information, or if the permit does not contain marks indicating the entry of the vehicle into the territory of the Republic of Kazakhstan or its departure from the territory of the Republic of Kazakhstan, the permit shall be considered invalid, as well as its absence.

62. The passage of empty foreign motor vehicles through the territory of the Republic of Kazakhstan shall be carried out in accordance with the procedure provided for by international treaties on international road transport between the Republic of Kazakhstan and foreign states, ratified by the Republic of Kazakhstan.

63. Foreign carriers shall provide transport control authorities with a notification of non-compliance with the controlled parameters of the vehicle, absence or non-compliance of documents issued at the external border of the Eurasian Economic Union.

International road transport shall not be permitted in the event of failure to comply with the notification issued by the authorized transport control authority of the member states of the Eurasian Economic Union and deviation from the route specified in the notification.

64. Foreign carriers upon entry (exit) into the territory (from the territory) of the Republic of Kazakhstan shall present to the transport control authorities closest to the border crossing points of the Republic of Kazakhstan domestic permits for verification of compliance with the requirements provided for by these Rules, as well as for the removal of the detachable part of the domestic permit form.

Accompanying documents (international consignment note (CMR), invoice, bill of lading, international road transport logbook and other documents) required for international road transport shall comply with the requirements of the legislation of the Republic of Kazakhstan and international treaties of the Republic of Kazakhstan and shall be presented by drivers at the request of officials of authorized state bodies.

65. Permits confirming the right to travel through the territory of the Republic of Kazakhstan shall not grant the right to transport passengers and cargo by foreign motor vehicles between two points located on the territory of the Republic of Kazakhstan, unless otherwise provided for in the Treaties.

Registration of entry (exit) into (from) the territory of the Republic of Kazakhstan, transit through the territory of the Republic of Kazakhstan of foreign motor vehicles carrying passengers, baggage and cargo in international traffic, as well as transportation from third countries to the territory of the Republic of Kazakhstan or from the territory of the Republic of Kazakhstan to third countries, issuance of domestic permits shall be carried out in the logbook for registration of entry (exit) into (from) the territory of the Republic of Kazakhstan,

transit through the territory of the Republic of Kazakhstan by foreign motor vehicles, issuance of domestic permits in electronic form.

The following information shall be indicated in the logbook:

- 1) name of the foreign carrier;
- 2) country of the carrier;
- 3) location (residence) of the carrier;
- 4) country of departure;
- 5) country of destination;
- 6) route;
- 7) type, brand of motor vehicle;
- 8) number of motor vehicle and trailer;
- 9) type of permit;
- 10) validity period of permit;
- 11) date of issue and number (series) of permit;
- 12) date of receipt of permit (upon issuance of permit);

13) number (if any) and date of the document confirming payment of the fee for travel of motor vehicles on the territory of the Republic of Kazakhstan, amount of fee (upon issuance of permits);

14) signature of the carrier on receipt of the permit document (if the permit is issued in paper form).

66. The form of the domestic permit forms is produced by typographic means, has a serial number and at least three degrees of protection.

67. In accordance with generally accepted international norms and standards, the domestic permit form shall contain the following details:

- 1) type of transportation, the right to which is confirmed by the permit;
- 2) series and number;
- 3) validity period;
- 4) carrier details;
- 5) place and date of issue;
- 6) signature and seal of the competent authority;
- 7) route;
- 8) brand and state registration number of the motor vehicle;
- 9) name of the cargo;
- 10) unladen mass of the motor vehicle;

11) places for marks and seals of regulatory authorities along the route, located in the tear-off part of the form;

12) basic instructions for using the form;

13) barcode on the main and tear-off parts of the form.

68. When a vehicle passes through, the detachable part of the domestic permit form with the mark of the controlling authority shall remain with the controlling authority and shall be forwarded to the territorial authorities.

69. Foreign permit forms shall be issued to domestic carriers on the basis of delivery notes (indicating the series and numbers of foreign permits) if a power of attorney is available.

70. Every year, by January 5, the local tax offices shall return unused domestic permits to the local office where they were obtained.

71. Territorial bodies of state revenues shall submit to the territorial bodies, no later than the third day of each month, a report on the passage of foreign motor vehicles through the territory of the Republic of Kazakhstan and copies of invoices with receipts for the payment of fees for the passage of foreign motor vehicles through the territory of the Republic of Kazakhstan.

Annex 1
to the Rules of applying
authorization system of automobile
transfers in the Republic
of Kazakhstan in international
traffic

Form

(name of the transport control body)

Request for obtaining a foreign permit for irregular transportation of passengers and baggage, for the transportation of cargo
from _____

(full name of an individual entrepreneur or name of legal entity)

(IIN)/ (BIN) _____

License for the right to carry out regular passenger transportation

by buses and minibuses on intercity (interregional, interdistrict) routes as well as in international traffic, including regular passenger transportation by buses and minibuses in international traffic: License №_____, date of issue_____

№ CA _____ validity period _____

№ AC _____ validity period _____

I ask to issue the following foreign permits for irregular transportation of passengers and baggage and transportation of cargo:

№ п/п	Country	Type of permit	Year of permit	Number of permits	State registration plate number	Motor vehicle identification number (VIN)

Address _____

(Postal code, city, district, region (province), street, building №, telephone, fax)

I agree to the collection and processing, including the transfer of my personal data to third parties by the territorial body _____

Committee of Road Transport and Transport Control of the Ministry of Transport (BIN _____), and information constituting a legally protected secret, necessary for obtaining foreign permits for irregular transportation of passengers and baggage, for transportation of cargo contained

in information systems.

We inform you about the absence of cross-border transfer of personal data, as well as the absence of distribution of personal data in publicly available sources.

List of collected data: Full name, IIN/BIN, phone number, Registration address.

Full name (signature)

Explanation of abbreviations:

Full name – surname, name, patronymic (if any);

BIN – business identification number;

IIN – individual identification number;

CA – certificate of admission to the implementation of international automobile transportation of cargo;

AC – admission card for the provided motor vehicle (for transportation of cargo);

VIN - Motor vehicle identification number.

Annex 2
to the Rules of applying
authorization system of automobile
transfers in the Republic
of Kazakhstan in international
traffic

List of Main Requirements for the Provision of the State Service

"Issuance of a Permit for Transit through the Territory of a Foreign State to Carriers of the Republic of Kazakhstan in Accordance with International Treaties Ratified by the Republic of Kazakhstan"

Name of state service: " Issuance of a Permit for Transit through the Territory of a Foreign State to Carriers of the Republic of Kazakhstan in Accordance with International Treaties Ratified by the Republic of Kazakhstan ".

Name of subtypes of the state service:

1) " Issuance of forms for "Irregular transportation of passengers and baggage";

2) Issuance of forms for "Cargo transportation".

1	Name of service provider	Territorial bodies of the Committee of road transport and transport control of the Ministry of Transport of the Republic of Kazakhstan
		All subtypes are accepted through the portal.

2	Methods of provision of state service	All subtypes are issued through the non-profit joint-stock company “Government for Citizens” (hereinafter referred to as the State Corporation).
3	Period of provision of state service	On the portal, notification of the place of receipt of the result of the provision of a public service - within 20-40 minutes; Registration and transfer of a foreign permit to the State Corporation - within 1 (one) working day.
4	Form of provision of state service	All subtypes: electronic (partially automatized) / paper.
5	Results of provision of state service	A foreign permit for irregular transportation of passengers and baggage or transportation of cargo on paper.
6	The amount of payment charged to the service recipient for the provision of state service, and methods of its collection in cases provided for by the legislation of the Republic of Kazakhstan	The service is provided on a paid basis. The fee for exit from the territory of the Republic of Kazakhstan of domestic motor vehicles carrying passengers and cargo in international traffic is paid to the budget at the fee rate established by paragraph 2 of Article 554 of the Code of the Republic of Kazakhstan "On taxes and other obligatory payments to the budget" (Tax Code) and amounts to – 1-fold amount of the monthly calculated index (hereinafter – MCI); Payment of the amount of the fee through the payment gateway of the "e-government" (hereinafter – the PGE).
		1) service provider – Monday through Friday, from 9:00 a.m. to 6:30 p.m., with a lunch break from 1:00 p.m. to 2:30 p.m., except weekends and holidays in accordance with the labor legislation of the Republic of Kazakhstan. 2) State corporation – Monday to Friday inclusive, from 9:00 a.m. to 6:00 p.m. without a break, the customer service departments of the State Corporation are open Monday through Friday from 9:00 a.m. to 8:00 p.m. and on Saturdays from 9:00 a.m. to 1:00 p.m., except on holidays and weekends in accordance with the

7	Work schedule of service provider	Labor Code of the Republic of Kazakhstan. 3) portal – around the clock, except for technical breaks due to maintenance work. If a service recipient contacts us after working hours, on weekends, or on public holidays in accordance with the labor legislation of the Republic of Kazakhstan, applications will be accepted and the results of the public service will be issued on the next working day. The state service is provided at the place of registration of the service recipient.
8	List of documents and information requested from the service recipient for the provision of state service	Request in accordance with Annex 1 to these Rules. In case of replacement of a motor vehicle under a previously issued foreign permit, the information shall be submitted in accordance with Annex 3 to these Rules. In case of a request for an additional foreign permit for cargo transportation under a previously issued foreign permit, the information shall be submitted in accordance with Annex 4 to these Rules. When submitting a request for information about identity documents, state registration (re-registration) of a legal entity, title documents for movable property, a certificate of admission to international road freight transport, vehicle admission cards, licenses for the right to engage in irregular passenger transportation by buses and minibuses in international traffic, a document confirming payment to the budget of the fee for departure through PGE and from the relevant state information systems through the “e-government” gateway. Other requirements taking into account the specifics of the provision of state service, including those provided in electronic form and through the State Corporation.
		The grounds for refusing to provide a state service are:

9	Grounds for refusal to provide state service established by the legislation of the Republic of Kazakhstan	1) non-compliance of the service recipient and (or) the materials, objects, data and information submitted, necessary for the provision of the state service, with the requirements established by these Rules; 2) there is a legally binding court decision (verdict) prohibiting the service recipient from engaging in activities or certain types of activities requiring the provision of a specific state service; 3) lack of consent of the service recipient, provided in accordance with Article 8 of the Law of the Republic of Kazakhstan “On Personal Data and Their Protection,” to access restricted personal data required for the provision of state service.
---	---	---

Annex 3
to the Rules of applying
authorization system of automobile
transfers in the Republic
of Kazakhstan in international
traffic

Form

(name of the transport control body) Request for replacement of a motor vehicle to previously issued foreign permit

from _____

(full name of an individual entrepreneur or name of legal entity)

IIN/BIN _____

*№ _____ of the request of the previously obtained foreign permit

№ AC _____ validity period _____ For the provided motor vehicle;

I ask to replace the motor vehicle with SRPN * _____ to SRPN _____ with VIN _____

№ п/п	Country*	Type of permit*	Year of permit*	Number of permits*	State registration plate number *	Motor vehicle identification number (VIN)*

*Information is obtained from the previously approved request

Address _____

(Postal code, city, district, region (province), street, building №, telephone, fax)

I agree to the collection and processing, including the transfer to third parties, of my

personal data to the territorial body _____
of the Road Transport and Transport Control Committee of the Ministry
of Transport (BIN _____), and information constituting a legally protected
secret, necessary for obtaining foreign permits for irregular
transportation of passengers and baggage, for transportation of goods contained
in information systems.

We hereby inform you that there is no cross-border transfer of personal data, and
no dissemination of personal data in publicly available sources.

List of data collected: Full name, IIN/BIN, telephone number, Registration address.

Full name (signature)

Explanation of abbreviations:

full name – surname, name, patronymic (if any);

BIN – business identification number;

IIN – individual identification number;

CA – certificate of admission;

AC – admission card;

SRPN– State registration plate number;

VIN - Motor vehicle identification number.

Annex 4
to the Rules of applying
authorization system of automobile
transfers in the Republic
of Kazakhstan in international
traffic

Form

(name of the transport control body) Request for obtaining an additional foreign permit for
transportation of cargo

from _____

(Surname, name, patronymic of an individual entrepreneur or name of legal entity)

IIN/BIN _____

№ _____ of the request of the previously obtained foreign permit

I ask to issue additionally the following foreign permits for transportation of cargo for the
motor vehicle \ SRPN * _____ VIN* _____:

№ п/п	Country	Type of permit	Year of permit	Number of permits (no more than two)

* Information is obtained from the previously approved request

Address _____

(Postal code, city, district, region (province), street, building №, telephone, fax)

I consent to the collection and processing, including the transfer to third parties, of my personal data to the territorial body _____ of the Road Transport and Transport Control Committee of the Ministry of Transport (BIN _____), and information constituting a legally protected secret, necessary for obtaining foreign permits for irregular transportation of passengers and baggage, for transportation of goods contained in information systems.

We hereby inform you that there is no cross-border transfer of personal data, nor is personal data disseminated in publicly available sources.

List of data collected: Full name, IIN/BIN, telephone number, registration address.

Full name (signature)

Explanation of abbreviations:

Full name – surname, name, patronymic (if any);

BIN – business identification number;

IIN – individual identification number;

CA – certificate of admission;

AC – admission card;

SRPN– State registration plate number;

VIN - Motor vehicle identification number.

Annex 5
to the Rules of applying
authorization system of automobile
transfers in the Republic
of Kazakhstan in international
traffic

Form

(name of the transport control body) Request for obtaining a foreign permit for regular transportation of passengers and baggage with a term of validity of one calendar year from _____

(Surname, name, patronymic of an individual entrepreneur or name of legal entity)

IIN/BIN _____

Agreement on joint activities with a foreign carrier:

Agreement № _____ and date of preparation _____

License for the right to carry out regular passenger transportation
by buses and minibuses in intercity, interregional

(intercity, intra-regional) and international traffic, including regular passenger transportation by buses and minibuses in international traffic:

License №____, date of issue_____

I ask to issue a foreign permit for regular transportation of passengers and baggage with a term of validity of one calendar year for the following motor vehicles:

Item №	Route	Type/ (class) of the motor vehicle	State registration plate number of the motor vehicle

Address _____

(Postal code, city, district, region, street, house number, telephone number)

I consent to the collection and processing, including the transfer to third parties, of my personal data to the territorial body _____ of the Automobile Transport and Transport Control Committee of the Ministry of Transport (BIN _____), and information constituting a legally protected secret, necessary for obtaining foreign permits for irregular transportation of passengers and baggage, for transportation of goods contained in information systems.

We hereby inform that there is no cross-border transfer of personal data, nor is personal data disseminated in publicly accessible sources.

List of collected data: Full name, IIN/BIN, telephone number, Address of registration.

_____ full name (signature)

Explanation of abbreviations:

full name – surname, name, patronymic (if any);

BIN – business identification number;

IIN – individual identification number.

Annex 6
to the Rules of applying
authorization system of automobile
transfers in the Republic
of Kazakhstan in international
traffic

List of Main Requirements for the Provision of the State Service "Issuance of a permit for entry (exit) into the territory (from the territory) of a foreign state by carriers of the Republic of Kazakhstan, carrying out regular road transport of passengers and baggage in international traffic"

Name of state service "Issuance of a permit for entry (exit) into the territory (from the territory) of a foreign state by carriers of the Republic of Kazakhstan, carrying out regular road transport of passengers and baggage in international traffic".		
1	Name of service provider	Territorial bodies of the Committee of Road Transport and Transport

		Control of the Ministry of Transport of the Republic of Kazakhstan
2	Methods of provision of state service	Acceptance through the portal Issuance through non-profit joint-stock company "Government for Citizens" (hereinafter referred to as the State Corporation).
3	Period of provision of state service	On the portal Information about the place of receiving the result of the state service – within 20-40 minutes; Registration and transfer of a foreign permit to the State Corporation – within 1 (one) working day.
4	Form of provision of state service	Electronic (partially automatized) / paper.
5	Results of provision of state service	Foreign permit for regular transportation of passengers and baggage with a term of validity of one calendar year on paper.
6	The amount of payment charged to the service recipient for the provision of state service, and methods of its collection in cases provided for by the legislation of the Republic of Kazakhstan	The service is provided on a paid basis. The fee for exit from the territory of the Republic of Kazakhstan of domestic motor vehicles carrying passengers and cargo in international traffic on a regular basis, with acceptance, in accordance with international treaties of the Republic of Kazakhstan, of a foreign permit with a term of validity of one calendar year is paid to the budget at the fee rate established by paragraph 2 of Article 554 Кодекса of the Republic of Kazakhstan "On taxes and other obligatory payments to the budget" (Tax Code) and amounts to – 10- fold amount of the monthly calculated index (hereinafter – MCI); Payment of the amount of the fee through the payment gateway of the "e-government" (hereinafter – the PGE).
		1) service provider – Monday through Friday, from 9:00 a.m. to 6:30 p.m., with a lunch break from 1:00 p.m. to 2:30 p.m., except weekends and holidays in accordance with the labor legislation of the Republic of Kazakhstan. 2) State corporation – Monday to Friday inclusive, from 9:00 a.m. to 6:00 p.m. without a break, the

7	Work schedule of service provider	customer service departments of the State Corporation are open Monday through Friday from 9:00 a.m. to 8:00 p.m. and on Saturdays from 9:00 a.m. to 1:00 p.m., except on holidays and weekends in accordance with the Labor Code of the Republic of Kazakhstan. 3) portal – around the clock, except for technical breaks due to maintenance work. If a service recipient contacts us after working hours, on weekends, or on public holidays in accordance with the labor legislation of the Republic of Kazakhstan, applications will be accepted and the results of the public service will be issued on the next working day. The state service is provided at the place of registration of the service recipient.
8	List of documents and information requested from the service recipient for the provision of state service	Request in accordance with Annex 5 to these Rules. When submitting a request for information about identity documents, state registration (re-registration) of a legal entity, title documents for movable property, licenses for the right to engage in regular passenger transportation by buses and minibuses in international traffic, a document confirming payment of the fee for departure through PGE and from the relevant state information systems through the “e-government” gateway”.
9	Grounds for refusal to provide state service established by the legislation of the Republic of Kazakhstan	The grounds for refusing to provide a state service are: 1) non-compliance of the service recipient and (or) the materials, objects, data and information submitted, necessary for the provision of the state service, with the requirements established by these Rules; 2) there is a legally binding court decision (verdict) prohibiting the service recipient from engaging in activities or certain types of activities requiring the provision of a specific state service;

		3) lack of consent of the service recipient, provided in accordance with Article 8 of the Law of the Republic of Kazakhstan “On Personal Data and Their Protection,” to access restricted personal data required for the provision of state service.
--	--	--