

On approval of the Rules for inclusion in the regional quota of reception of candases and immigrants

Unofficial translation

Order № 20 of the acting Minister of Healthcare and Social Development of the Republic of Kazakhstan as of January 15, 2016. Registered with the Ministry of Justice of the Republic of Kazakhstan on February 29, 2016, № 13334.

Unofficial translation

Footnote. Title - as amended by the Order of the Minister of Labor and Social Protection of the Population of the Republic of Kazakhstan dated 11.08.2021 № 284 (shall be enforced upon the expiry of ten calendar days after the date of its first official publication).

In accordance with subclause 4-5) of Article 11 of the Law of the Republic of Kazakhstan “On Population Migration” and subclause 1) of Article 10 of the Law of the Republic of Kazakhstan “On State Services”, **I HEREBY ORDER:**

Footnote. The Preamble - as amended by the order of the Minister of Labor and Social Protection of the Population of the Republic of Kazakhstan dated 31.05.2024 № 173 (shall be enforced upon the expiry of ten calendar days after the date of its first official publication).

1. To approve the Rules for inclusion in the regional quota for receiving candases and resettlers according to the Appendix to this order.

Footnote. Paragraph 1 - as amended by the order of the Minister of Labor and Social Protection of the Population of the Republic of Kazakhstan dated 31.05.2024 № 173 (shall be enforced upon the expiry of ten calendar days after the date of its first official publication).

2. The Labor, Social Protection and Migration Committee of the Ministry of Healthcare and Social Development of the Republic of Kazakhstan shall:

1) ensure state registration of this order with the Ministry of Justice of the Republic of Kazakhstan;

2) within ten calendar days of the state registration of this order with the Ministry of Justice of the Republic of Kazakhstan, send its copy for official publication to print periodicals and the “Adilet” Legal Information System, and also to the Republican State Enterprise with the Right of Economic Management “Republican Center of Legal Information” of the Ministry of Justice of the Republic of Kazakhstan for its inclusion into the Reference Control Bank of Regulatory Legal Acts of the Republic of Kazakhstan;

3) place this order on the website of the Ministry of Healthcare and Social Development of the Republic of Kazakhstan;

4) within ten working days of the state registration of this order with the Ministry of Justice of the Republic of Kazakhstan, submit information about the implementation of

measures, provided for in subparagraphs 1), 2) and 3) of this paragraph, to the Legal Service Department of the Ministry of Healthcare and Social Development of the Republic of Kazakhstan;

3. The control over the execution of this order shall be assigned to the deputy minister of healthcare and social development of the Republic of Kazakhstan, B.B.Nurymbetov.

4. This order shall take effect ten calendar days of its first official publication.

*Acting Minister
of Healthcare and Social Development
of the Republic of Kazakhstan*

B. Nurymbetov

AGREED

Acting Minister of
Investments and Development of
the Republic of Kazakhstan

____ J. Kassymbek

January 28, 2016

AGREED

Minister of Foreign Affairs of
the Republic of Kazakhstan

____ Y. Idrissov

" ____ " ____ 2016

Appendix 1
to Order №20 of the acting
Minister of Healthcare and Social
Development of the
Republic of Kazakhstan
as of January 15, 2016

Rules for inclusion in the regional quota for receiving candases and resettlers

Footnote. The rules - as amended by the order of the Minister of Labor and Social Protection of the Population of the Republic of Kazakhstan dated 31.05.2024 № 173 (shall be enforced upon the expiry of ten calendar days after the date of its first official publication).

Chapter 1. General provisions

1. These Rules for inclusion in the regional quota for receiving candases and resettlers (hereinafter – the Rules) have been developed in accordance with subclause 4-5) of Article 11 of the Law of the Republic of Kazakhstan “On Population Migration” (hereinafter – the Law), subclause 1) of Article 10 of the Law of the Republic of Kazakhstan “On State Services” and shall determine the procedure for inclusion in the regional quota for receiving candases and resettlers.

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

1) State Corporation "Government for citizens" (hereinafter – the State Corporation) is a legal entity created by a Government decision of the Republic of Kazakhstan to provide state services in accordance with the legislation of the Republic of Kazakhstan, the organization of the work on receiving applications for the provision of state services and issuance of their results to the service recipient according to “one-stop shop” principle, ensuring the provision of state services in electronic form;

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

3) candás – ethnic Kazakhs and (or) members of his family of Kazakh nationality, who have not previously been citizens of the Republic of Kazakhstan and who have obtained the relevant status in accordance with the procedure established by the authorized body on migration issues of the population;

4) regional quota for the receiving candas - the maximum number of candas or candas and their family members arriving for permanent residence in the regions determined by the Government of the Republic of Kazakhstan, who are provided with measures of state support provided to participants of active measures to promote employment in accordance with the Social Code of the Republic of Kazakhstan;

5) resettler – an internal migrant, resettled to regions, determined by the Government of the Republic of Kazakhstan within the framework of regional quotas of admission of resettlers and candases in accordance with the legislation of the Republic of Kazakhstan in the field of migration, providing for voluntary resettlement;

6) regional quota for receiving resettlers - the maximum number of resettlers or resettlers and members of their families arriving for permanent residence in the regions determined by the Government of the Republic of Kazakhstan, who are provided with measures of state support provided to participants of active measures to promote employment in accordance with the Social Code of the Republic of Kazakhstan;

7) career center – a branch of a labor mobility center, performing its functions in districts, cities of regional and republican significance, the capital city;

8) local executive body for the issues of social protection and employment of the population – a local executive body of a region, cities of republican significance, the capital, which determines the directions in the field of social protection and employment of the population;

9) Web portal of “e-government” - information system representing a single window of access to all consolidated government information, including the regulatory legal framework, and to state services, services for issuing technical conditions for connection to the networks of natural monopolies and services of quasi-public sector entities rendered in electronic form;

10) ethnic Kazakh is a foreigner or a stateless person of Kazakh nationality.

Chapter 2. Procedure for inclusion to the regional quota for receiving kandases

3. To receive the public service "Inclusion in the regional quota for the admission of kandases" ethnic Kazakhs, who were not previously included in the regional quota and who received the status of kandases under the conditions, stipulated by subparagraph 1) of paragraph 9 of the Rules for assigning or extending the kandas status, approved by the order of the Minister of Labor and Social Protection of the Republic of Kazakhstan dated July 22, 2013 № 329-Ө-М (registered in the Register of State Registration of Regulatory Legal Acts under № 8624), widows of kandases and their joint children who arrived after the inclusion of a kandas in the regional quota for the admission of kandas and (or) born in the Republic of Kazakhstan before their parents received citizenship of the Republic of Kazakhstan, as well as ethnic Kazakhs who received the status of kandases, residing in the territory of the Republic of Kazakhstan shall submit an application in the form of Appendix 1 to these Rules with attached documents, specified in paragraph 8 of the List of main requirements for the provision of the public service in accordance with Appendix 2 to these Rules:

- 1) to the portal "Migration.enbek.kz";
- 2) through the State Corporation "Government for Citizens" (hereinafter referred to as the State Corporation);
- 3) through the web portal of the "electronic government" (hereinafter referred to as the web portal).

Footnote. Paragraph 3 - as amended by the order of the Minister of Labor and Social Protection of the Population of the Republic of Kazakhstan dated 31.12.2024 № 513 (effective ten calendar days after the date of its first official publication).

4. The result of provision, as well as other information taking into account the peculiarities of providing the state service are given in the List of basic requirements for the provision of the state service according to Appendix 2 to these Rules.

5. The State Corporation receives information confirming the registration at the permanent place of residence and the availability to the candas and family members living permanently with them of dwellings owned by them by right of ownership in the locality of arrival from the relevant State information systems through the gateway of "e-government".

6. On the date of receipt of an application and documents of the applicant indicated in paragraph 8 of the List of requirements to the provision of a state services, the State Corporation shall send it to the service provider through the gateway of "e-government".

The specialist of the State Corporation, who accepted the application, shall check the completeness of the package of documents accepted from the applicant for inclusion in the regional quota for the admission of candas, ensure the quality of reproduction of electronic copies of the documents and their compliance with the originals submitted by the applicant in

accordance with the list of basic requirements for the provision of state services in accordance with Appendix 2 to these Rules, certify by means of his/her EDS, after which the original documents shall be returned to the applicant.

When applying through the State Corporation, if the service recipient submits an incomplete set of documents, as well as documents with expired validity period, the specialist of the State Corporation shall refuse to accept the application and issue a receipt of refusal to accept the documents in the form according to Appendix 3 to these Rules.

The specialist of the State Corporation who accepted the application shall give the applicant a receipt of acceptance of documents.

7. When applying through the web-portal in case of submission of a full package of documents, provided by the list of basic requirements for the provision of state service, the status of acceptance of the application for the provision of state service shall be displayed in the “personal account” of the service recipient.

8. If the service recipient submits an incomplete set of documents, as well as documents with expired validity period, the service provider within one working day shall notify the service recipient of the refusal to accept the application for the provision of the state service “Inclusion in the regional quota for receiving candas” through the information system AIS “Candas”.

9. The application submitted through the portal “Migration.enbek.kz” shall be entered into the AIS “Candas” and registered by the service provider on the day of receipt of the application.

10. Local executive bodies for social protection and employment of the population of the regions specified in subparagraph 2) of paragraph 3 of Article 112 of the Social Code (hereinafter -the Service Provider) shall form applications and documents, attached to the application of kandases, requesting inclusion in the regional quota for the admission of kandases and within six working days after the date of received applications shall direct them for consideration to the commission for the admission of kandases for making recommendations on inclusion in the regional admission quota of kandases or on rejecting the inclusion.

Footnote. Paragraph 10 - as amended by the order of the Minister of Labor and Social Protection of the Population of the Republic of Kazakhstan dated 31.12.2024 № 513 (effective ten calendar days after the date of its first official publication).

11. Within five working days after receiving the application of kandases the Commission for the admission of kandases shall make a recommendation on inclusion or refusal to include the kandases in the regional quota for the admission of kandases.

Footnote. Paragraph 11 - as amended by the order of the Minister of Labor and Social Protection of the Population of the Republic of Kazakhstan dated 31.12.2024 № 513 (effective ten calendar days after the date of its first official publication).

12. In case of reasoned comments on the documents submitted, the performer of the service provider, on the date of receipt of recommendation according to Article 73 of the Administrative procedural and Process-Related Code of the Republic of Kazakhstan (hereinafter – APPRC RK) shall send to the service recipient a notice of the preliminary decision to refuse to provide state service, as well as the time and place of the hearing for the service recipient to express his/her position on the preliminary decision.

Objections of the service recipient on the preliminary decision are accepted by the service provider not later than two working days from the day of its receipt.

Based on the results of the hearing, the local executive body shall make a decision on inclusion in the regional quota for receiving candas or form a motivated refusal to provide the state service.

13. The local executive body within three working days from the date of recommendation by the commission for the admission of candas shall make a decision on inclusion in the regional quota for receiving candas in the form according to Appendix 4 to these Rules or a decision on refusal of inclusion in the regional quota of candas in the form according to Appendix 5 to these Rules and shall send the result of the state service to the service recipient depending on the way of application submission.

When submitting documents through the State Corporation, the decision on inclusion in the regional quota of receiving candases shall be sent by the service provider to the State Corporation for further issuance to the applicant no later than one day before the expiration of the term of provision of the state service. When the service recipient applies through the portal, the service provider shall send to the service recipient in the “personal account” a notice of inclusion in the regional quota for receiving candas or a decision to refuse inclusion in the regional quota of receiving candases.

Chapter 3. Procedure for inclusion to the regional quota for receiving resettlers

14. To receive the public service "Inclusion in the regional quota for the admission of migrants" the citizens of the Republic of Kazakhstan from among job seekers and (or) unemployed persons registered as prescribed by the Rules for the registration of job seekers, unemployed persons and the implementation of labor mediation provided by career centers, approved by the order of the Deputy Prime Minister - Minister of Labor and Social Protection of Population of the Republic of Kazakhstan dated June 9, 2023 № 214 (registered in the Register of State Registration of Regulatory Legal Acts under № 32850), having at the time of filing an application a permanent registration for at least one year at the place of residence in the region provided for in paragraph 16 and subparagraph 4) of paragraph 12 of the Rules for voluntary resettlement of persons to increase labor mobility, approved by the order of the Deputy Prime Minister - Minister of Labor and Social Protection of Population of the Republic of Kazakhstan dated June 22, 2023 № 234 (registered in the Register of State Registration of Regulatory Legal Acts under № 32880), with the exception of graduates of the

project "Mangilik el zhastary - industriyaga!" ("Serpín") and "Zharkyn Bolashak" (hereinafter referred to as the service recipient), shall submit to the State Corporation "Government for Citizens" (hereinafter referred to as the State Corporation) or through the portal "Migration.enbek.kz" or the web portal of the "electronic government" (hereinafter referred to as the web portal) an application for inclusion in the regional quota for the admission of migrants (hereinafter referred to as the application) in the form of Appendix 6 to these Rules with attached documents, specified in paragraph 8 of the List of basic requirements for the public service in accordance with Appendix 2 to these Rules.

On the day of received application and documents from the applicant specified in paragraph 8 of the List of requirements for the public services, the State Corporation shall send them to the service provider via the "electronic government" gateway.

The specialist of the State Corporation who accepted the application shall ensure the reproduction quality of electronic copies of the documents and their authentication, submitted by the applicant in accordance with the list of basic requirements for provision of the public service as per Appendix 2 to these Rules, certify them using his/her EDS, after which the originals of the documents shall be returned to the applicant.

When applying through the State Corporation, if the service recipient submits an incomplete package of documents, and also documents with an expired validity term, the specialist of the State Corporation shall not accept the application and issue a receipt on rejected acceptance of the documents in the form of Appendix 8 to these Rules.

The specialist of the State Corporation, who accepted the application, shall deliver to the applicant a notice of acceptance of the application for inclusion in the regional quota for the admission of migrants in the form of Appendix 7 to these Rules.

Applications filed via the web portal shall be signed or certified by the applicant's digital signature.

Footnote. Paragraph 14 - as amended by the order of the Minister of Labor and Social Protection of the Population of the Republic of Kazakhstan dated 31.12.2024 № 513 (effective ten calendar days after the date of its first official publication).

15. When filing an application via the portal "Migration.enbek.kz" or the web portal, the status of acceptance of the request for the public service is displayed in the personal account of the service recipient.

Applications are received by the regional career centers via the AIS "Labor Market".

Within one working day from the date of the application receipt, the regional career centers shall direct applications from applicants to the service provider.

Upon submission of a full package of documents as per the list of basic requirements for the provision of the public service, the service recipient shall receive a notification of acceptance of the application for inclusion in the regional migrants' admission quota in the form of Appendix 7 to these Rules.

Within two working days the service provider shall notify the service recipient of the rejected application for the public service "Inclusion in the regional migrants admission quota " through the portal "migration.enbek.kz" or the web portal and issue a receipt on rejected acceptance of documents in accordance with the form of Appendix 8 to these Rules in cases when the service recipient submits:

- 1) an incomplete package of documents specified in paragraph 8 of the List of basic requirements for the provision of the public service as per Appendix 2 to these Rules;
- 2) expired documents, and (or) documents whose validity expires on the day of the decision to include in the regional migrants admission quota.

The application filed through the portal "Migration.enbek.kz" shall be registered by the service provider on the day the application is received.

Footnote. Paragraph 15 - as amended by the order of the Minister of Labor and Social Protection of the Population of the Republic of Kazakhstan dated 31.12.2024 № 513 (effective ten calendar days after the date of its first official publication).

16. Information confirming the registration at the permanent residence place of the service recipient and his family shall be retrieved from the relevant state information systems through the “electronic government” gateway.

Footnote. Paragraph 16 - as amended by the order of the Minister of Labor and Social Protection of the Population of the Republic of Kazakhstan dated 31.12.2024 № 513 (effective ten calendar days after the date of its first official publication).

17. Excluded by the order of the Minister of Labor and Social Protection of the Population of the Republic of Kazakhstan dated 31.12.2024 № 513 (effective ten calendar days after the date of its first official publication).

18. Excluded by the order of the Minister of Labor and Social Protection of the Population of the Republic of Kazakhstan dated 31.12.2024 № 513 (effective ten calendar days after the date of its first official publication).

19. The service recipient’s application and documents attached to the application for inclusion in the regional migrants admission quota shall be sent within five working days from the date of receipt for consideration by the regional commission for employment (hereinafter - the Employment Commission) for a recommendation on inclusion in the regional migrants admission quota or on rejected inclusion.

Footnote. Paragraph 19 - as amended by the order of the Minister of Labor and Social Protection of the Population of the Republic of Kazakhstan dated 31.12.2024 № 513 (effective ten calendar days after the date of its first official publication).

20. Within three working days after the date of the service recipients’ applications the Employment Commission shall issue a recommendation on including or not including in the regional migrants admission quota with a motivated reason indicated.

When processing the applicants' applications and documents the Employment Commission shall verify their compliance with the requirements established by paragraphs 1 and 2 of Article 112 of the Social Code.

Footnote. Paragraph 20 - as amended by the order of the Minister of Labor and Social Protection of the Population of the Republic of Kazakhstan dated 31.12.2024 № 513 (effective ten calendar days after the date of its first official publication).

21. In case of reasoned comments on the documents submitted, the performer of the service provider, on the date of receipt of recommendation according to Article 73 of the Administrative procedural and Process-Related Code of the Republic of Kazakhstan (hereinafter – APPRC RK) shall send to the service recipient a notice of the preliminary decision to refuse to provide state service, as well as the time and place of the hearing for the service recipient to express his/her position on the preliminary decision.

Objections of the service recipient on the preliminary decision are accepted by the service provider not later than two working days from the day of its receipt.

Based on the results of the hearing, the local executive body shall make a decision on inclusion in the regional quota for receiving the resettler or form a motivated refusal to provide the state service.

22. Within three working days after the date of adopting by the employment commission of the recommendation the service provider shall make a decision on including in the regional admission quota of migrants in the form of Appendix 9 to these Rules or a decision on refusal to include in the regional admission quota of migrants in the form of Appendix 10 to these Rules and mail to the service recipient's personal account a notification of inclusion in the regional migrants admission quota or a decision on refusal to include in the regional migrants admission quota.

When filing documents through the State Corporation, the decision on inclusion in the regional admission quota of kandases shall be sent by the service provider to the State Corporation for subsequent issuance to the applicant no later than one day before the expiration of the term for the provision of the state service.

Footnote. Paragraph 22 - as amended by the order of the Minister of Labor and Social Protection of the Population of the Republic of Kazakhstan dated 31.12.2024 № 513 (effective ten calendar days after the date of its first official publication).

Chapter 4. The procedure for appealing decisions, actions (inaction) on issues of the provision of state services

23. A service recipient shall appeal a decision, action (inaction) of a service provider, an official, in accordance with paragraph 1 of article 91 of the APPRC RK. A complaint for the decision, action (inaction) of a service provider concerning the provision of a state service

shall be submitted in the name of the head of the service provider or to the authorized body for assessment and control over the provision of state services, in accordance with the legislation of the Republic of Kazakhstan.

24. A complaint of an applicant, 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 subject to consideration within 5 (five) working days after the date of its registration.

25. A complaint of the applicant, received by the authorized body for assessment and control over the quality of state services, shall be subject to consideration within 15 (fifteen) working days from the date of its registration.

26. The service recipient appeals against the decision, action (inaction) of the local executive body on the provision of state service, an official in accordance with paragraph 1 of Article 91 of the APPRC RK. A complaint against a decision, action (inaction) of a local executive body on issues of provision of state service shall be filed to the head of the local executive body or to the authorized body for evaluation and control over the quality of the provision of state services, in accordance with the legislation of the Republic of Kazakhstan.

27. In case of extension of the term of consideration of a complaint, an official authorized to consider complaints, within 3 (three) working days from the moment of extension of the term of consideration of a complaint shall inform in writing (when filing a complaint on paper) or in electronic form (when filing a complaint in electronic form) the applicant who filed a complaint about the extension of the term of consideration of a complaint, indicating the reasons for extension.

28. Unless otherwise provided by law, appeal to court shall be allowed after appealing in a pre-trial order. In the event that the law provides for the possibility of appeal to court without the need to appeal to a higher authority, an administrative body, official, administrative act, administrative action (inaction) of which are challenged, along with the review shall submit to the court a motivated position of the head of the higher administrative body, official.

29. The authorized body on the formation of state policy in the field of migration of the population of the Republic of Kazakhstan shall, within three working days, inform the service providers, the State Corporation and the operator of the information and communication infrastructure of the “electronic government”, including the Single Contact Center, about the changes and additions made to the Requirements for the provision of state service.

Appendix 1
to the Rules for inclusion to the regional
quota for receiving candases and resettlers
Form

Application for inclusion in the regional quota for receiving candases

(Name of the service provider)

Please include me/myself and my family members in the regional quota for receiving candases

IIN	
Surname, Name, Patronymic (if any)	
Date of birth	
Sex	
Residential address	

I have the following family members (filled in if necessary) who are not citizens of the Republic of Kazakhstan: spouse, parents of the applicant, children (including adopted children), full blood and half-blood brothers and sisters.

IIN	Surname, Name, Patronymic (if any)	Degree of relationship	Date of birth	Citizenship	Nationality
1	2	3	4	5	6

The following documents are attached to the application/:

_____;

_____.

I hereby give my consent to the collection and processing of my personal data necessary for the provision of the state service "Inclusion in the regional quota for receiving candases".

"__" _____ 20 __

(signature of the applicant)

(Surname, Name, Patronymic (if any), position of the person, who accepted documents)

Appendix 2
to the Rules for inclusion to the regional
quota for receiving candases and resettlers

Form

Footnote. Appendix 2 - as amended by the order of the Minister of Labor and Social Protection of the Population of the Republic of Kazakhstan dated 31.12.2024 № 513 (effective ten calendar days after the date of its first official publication).

List of main requirements for providing the public service “Inclusion in the regional admission quota of kandases and migrants” Name of the public service subtype:		
1. Inclusion in the regional admission quota of kandases		
2. Inclusion in the regional admission quota of migrants		
1	Name of the service provider	Local executive body for social protection and employment in the regions, defined by subparagraph 2 of paragraph 3 of Article 112 of the Social Code
		Applications are accepted and results of the rendered public service for inclusion in the regional admission

2	Ways of providing the public service	<p>quota of kandaces and migrants are issued through:</p> <p>1) Migration.enbek.kz portal software;</p> <p>2) The State corporation;</p> <p>4) e-government portal.</p>
3	The term of providing the public service	<p>Within fourteen working days.</p> <p>Maximum permissible waiting time for handing in a package of documents: at the service provider – 30 minutes, at the State corporation – 15 minutes.</p> <p>Maximum permissible service time at the service provider – 30 minutes, at the State corporation – 20 minutes</p>
4	Form of rendering and presentation of the public service result	Electronic (partially automated)
5	The public service rendering result	<p>Decision on inclusion in the regional admission quota of kandaces, or on refusal.</p> <p>Decision on inclusion in the regional admission quota of migrants, or on refusal.</p> <p>The rendered public service result is mailed to the service recipient's personal account as e-document, certified by the EDS of the service provider's official.</p>
6	The amount of fee the service recipient is charged for the provided public service, and ways of its collection in cases stipulated by the legislation of the Republic of Kazakhstan	The public service to individuals is free of charge.
7	The work schedule	<p>1) State corporation – applications are accepted and results of the rendered public service are issued through the State corporation Monday to Friday inclusive from 9.00 to 18.00 without a break, on-duty public service departments of the State corporation- Monday to Friday inclusive from 9.00 to 20.00 and on Saturday from 9.00 to 13.00 excepting holidays and weekends pursuant to the Labor Code of the Republic of Kazakhstan.</p> <p>2) Web-portal – round the clock, excepting service breaks for repair works.</p>

List of documents required for the public service

For inclusion in the regional admission quota of kandases:

- 1) an ID (for identification) of the applicant and his family members (if any) including from the digital document service;
- 2) a copy of marriage or divorce certificate (if any);
- 3) a copy of birth certificate (if any).

The service providers retrieve the digital documents from the digital document service through the implemented integration upon consent of the holder of the document, provided through the user's cellular subscriber number registered on the Web portal by transmitting a one-time password or by sending a short text message as a response to the Web portal notification.

For inclusion in the regional admission quota of migrants:

- 1) copies of IDs of a migrant and his family members (if any) including from the digital document service;
- 2) a copy of marriage or divorce certificate (if any);
- 3) document on education, qualification, special knowledge or professional training (if any);
- 4) documented proof of employment (if available);

5) a document of registration of a job seeker and (or) unemployed as prescribed by the Rules of registration of job seekers, the unemployed and the implementation of labor intermediation provided by career centers, approved by the order of Deputy Prime Minister - Minister of Labor and Social Protection of Population of the Republic of Kazakhstan dated June 9, 2023 № 214 (registered in the Register of State Registration of Regulatory Legal Acts under № 32850);

- 6) copy of birth certificate of family members (if any);

The service provider retrieves the digital documents from the digital document service through the implemented integration upon

		<p>consent of the holder of the document, provided through the user's cellular subscriber number registered on the Web portal by transmitting a one-time password or by sending a short text message as a response to the e-government's Web portal notification.</p> <p>7) Graduates of the projects “Мәңгілік ел жастары - индустрияға! (“Serpín”) and “Zharkyn Bolashak” projects provide a certificate from their place of study confirming their participation in this project.</p>
9	<p>Grounds for rejecting the public service, established by the Law of the Republic of Kazakhstan</p>	<p>The grounds for rejected inclusion in the regional admission quota of kandas are the conditions stipulated in Article 20 of the Law “On Migration”.</p> <p>1) non-compliance of the applicants with the conditions established by subparagraph 13) of Article 1 of the Law “On Migration”, namely a kandas - an ethnic Kazakh and (or) members of his family of Kazakh nationality, who have not previously been citizens of the Republic of Kazakhstan, awarded the appropriate status in the manner established by the authorized body on migration issues;</p> <p>2) established unreliability of documents submitted by an ethnic Kazakh to receive a public service, and (or) data (information) contained therein;</p> <p>3) presence of compromising information on the committed offences in the territory of the Republic of Kazakhstan by ethnic Kazakhs applying for the status of kandas and (or) inclusion in the regional admission quota of kandas, and other information on their affiliation with terrorist or extremist organizations;</p> <p>4) absence of ethnic Kazakhs' consent, submitted in accordance with Article 8 of the Law of the Republic of Kazakhstan “On personal data and their protection”, for access to personal data of limited access;</p>

		<p>5) absence of a regional admission quota for acceptance of kandas in a territorial-administrative unit or refusal of an ethnic Kazakh from a territorial-administrative unit proposed for resettlement.</p> <p>Grounds for denied inclusion in the regional admission quota of migrants :</p> <p>1) established unreliability of information (data), contained in the provided documents;</p> <p>2) absence of the migrant's consent, submitted in accordance with Article 8 of the Law of the Republic of Kazakhstan "On personal data and their protection", for access to personal data of limited access;</p> <p>3) the applicant's non-compliance with the conditions established by paragraphs 1 and 2 of Article 112 of the Social Code of the Republic of Kazakhstan.</p>
10	Other requirements given the public service specifics, including the one provided in electronic form and through the State Corporation	<p>For the applicants who have, in accordance with the procedure established by law, a complete or partial loss of the ability, or possibility of self-service, moving independently, orienting themselves, the documents for the public service are accepted by an employee of the State Corporation by applying through the Single Contact Center 1414.</p> <p>The service of digital documents is available for subjects authorized in the mobile application and user information systems.</p> <p>The subject is authorized by methods available in the mobile application and user information systems, then in the "Digital Documents" section views the required document for further use.</p>

CERTIFICATE

on refusal to accept documents

Pursuant to paragraph 2 of Article 20 of the Law of the Republic of Kazakhstan "On State Services", Department № __ of the branch of the Non-Profit Joint Stock Company "State Corporation "Governments for Citizens "(specify address) refuses to accept documents for the provision of state services _____ due to your submission of an incomplete package of documents and / or expired documents in accordance with the list provided for in the List of basic requirements for the provision of state service, namely:

name of documents:

- 1) _____;
- 2) _____;

This certificate is drawn up in 2 copies, one copy for each party.

(Surname, Name, Patronymic (if any) of the employee, signature)

Performer: _____

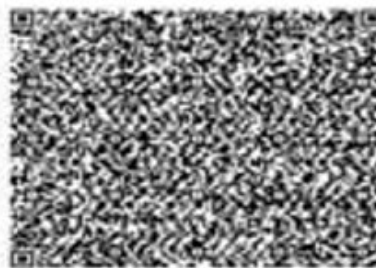
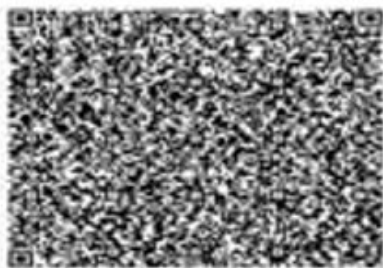
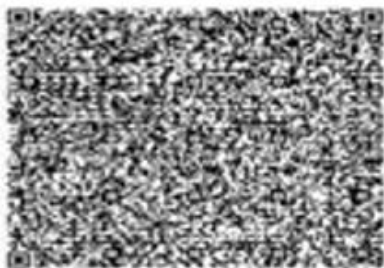
(Surname, Name, Patronymic (if any))

Telephone _____

Accepted: _____

Surname, Name, Patronymic (if any)/signature of the service recipient

" ____ " _____ 20 ____



EDS of the head

Appendix 4
to the Rules for inclusion to the regional
quota for receiving candidates and resettlers
Form

DECISION on inclusion into the regional quota for receiving candidates

" ____ " _____ 20 ____ № _____

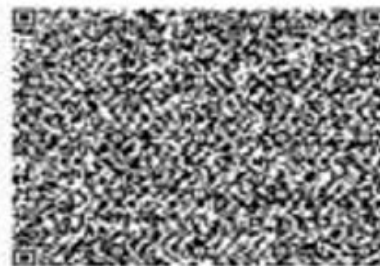
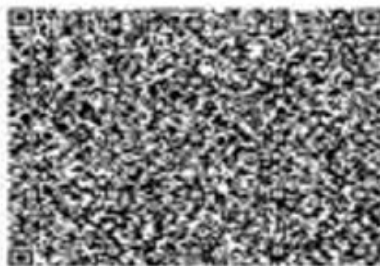
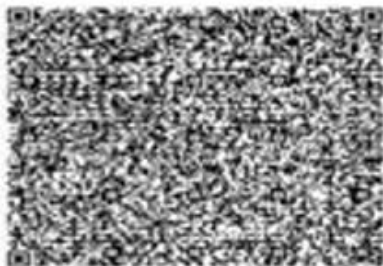
(Local executive body)

Local executive body for social protection and employment according to the recommendation of the commission for reception of Candas, in accordance with the Law of the Republic of Kazakhstan "On Population Migration", made a positive decision on the inclusion to the regional quota for receiving candases:

IIN	
Surname, Name, Patronymic (if any)	
Date of birth	
Sex	
Residential address	

Family members (if any):

IIN	Surname, Name, Patronymic (if any)	Date of birth	Sex	Family relationship



EDS of the head

Appendix 5
to the Rules for inclusion to the regional
quota for receiving candases and resettlers
Form

DECISION

on refusal to include to the regional quota for receiving candases

" " 20 №

(Local executive body)

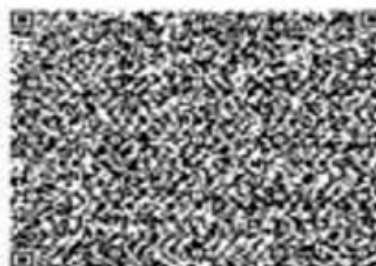
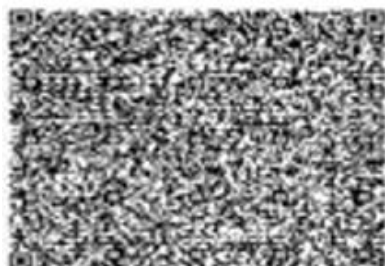
1	Application №	
2	Status	
3	Application type	
4	Date of acceptance	
5	Date of execution	

Information about the service recipient:

№	IIN	Surname, Name, Patronymic (if any)	Date of birth	Sex	Degree of relationship

1					
2					
3					

according to recommendation of the commission for receiving candases, in accordance with the Law of the Republic of Kazakhstan dated July 22, 2011 “On Population Migration: refuses to include to the regional quota. The grounds for the refusal to include into the regional quota for receiving candases is:



EDS of the head

Appendix 6
to the Rules for inclusion to the regional
quota for receiving candases and resettlers
Form

Application for the inclusion to the regional quota for receiving resettlers

(Name of the service provider)

Please include me/ me and the members of my family to the regional quota for receiving resettlers

IIN	
Surname, Name, Patronymic (if any)	
Date of birth	
Sex	
Residential address	
Employment Category: 1) Salaried employee, and person in other gainful employment (elected, appointed, or approved); 2) an individual entrepreneur; 3) a person engaged in private practice; 4) an individual performing activities under a civil law contract who are not classified as an employee; 5) an individual who is a founder (participant) of business partnerships and founders, shareholders (

participants) of joint stock companies, as well as members of production cooperatives;
6) an independent worker;
7) serving in the Armed Forces of the Republic of Kazakhstan, other troops and military formations, law enforcement and special state bodies of the Republic of Kazakhstan;
8) a person carrying out activities in the form of a peasant or farmer farm;
9) unemployed.

I have the following family members:

IIN	Surname, Name, Patronymic (if any)	Degree of relationship	Date of birth	Citizenship	Nationality	Residential address
1	2	3	4	5	6	7

The application is attached with the following documents/:

_____;
_____;

I hereby give my consent to the collection and processing of my personal data necessary for the provision of the state service “Inclusion in the regional quota of resettlers”

" ____ " ____ 20 ____ (signature of the applicant)

(Surname, Name, Patronymic (if any) position of the person, who accepted documents)

Appendix 7
to the Rules for inclusion to the regional
quota for receiving candases and resettlers
Form

NOTICE № _____ dated _____

on acceptance of an application for the inclusion to the regional quota for receiving resettlers

Hereby we inform that the application of service recipient _____

(Surname, Name, Patronymic (if any)

on inclusion into the regional quota for receiving resettlers

(region, city of the republican significance and the capital)

is registered _____

(name of the service provider)

as incoming correspondence under № _____ dated _____

(date) and will be considered in the manner and within the period established by the law.

The following documents are attached to the application:

1) _____;
2) _____;
..) _____

Documents accepted by _____
(Surname, Name, Patronymic (if any), position of the person, who accepted documents).
_____ (signature) / _____ (date)

(cutting line)

Notice on acceptance of documents № _____

(Surname, Name, Patronymic (if any of an ethnic Kazakh)

Date of birth _____

Residential address _____

Contact data _____

(signature) / _____ (date)

Appendix 8
to the Rules for inclusion to the regional
quota for receiving candases and resettlers
Form

CERTIFICATE

on refusal to accept documents

Pursuant to paragraph 2 of Article 20 of the Law of the Republic of Kazakhstan
“On State Services”, Department №___ of the branch of the Non- Profit Joint Stock Company
“State Corporation ”Governments for Citizens”

_____,
Local executive body for social protection and employment of the population _____

refuses to accept documents for the provision of state service _____
_____ due to submission by you of incomplete package of documents and (or) expired
documents according to the list of basic requirements to the provision of state service, namely
:

name of documents:

1) _____;
2) _____;
3).....

This certificate is made in 2 copies, one copy for each party.

(Surname, Name, Patronymic (if any) of the employee of the State Corporation, signature)

Performer: _____

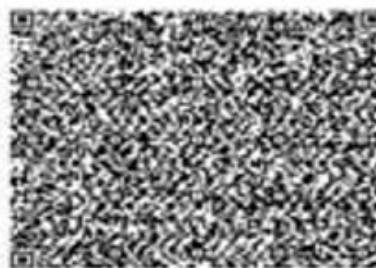
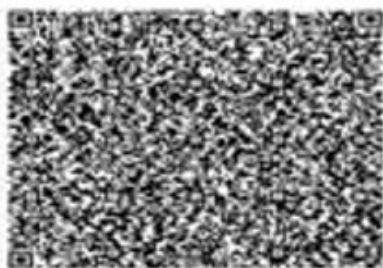
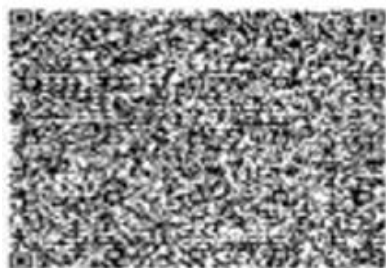
(Surname, Name, Patronymic (if any))

Telephone _____

Accepted by: _____

Surname, Name, Patronymic (if any)/signature of the service recipient

"__" ____ 20__



EDS of the head

Appendix 9
to the Rules for inclusion to the regional
quota for receiving candases and resettlers
Form

DECISION

on inclusion into the regional quota for receiving resettlers

"__" ____ 20__ № ____

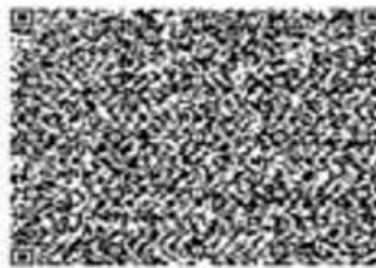
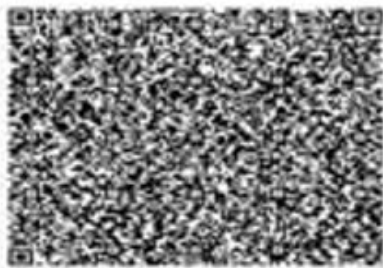
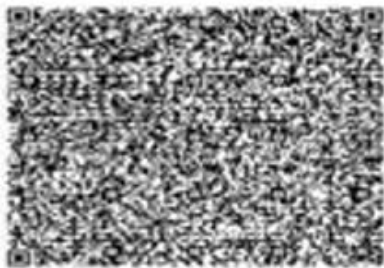
(name of the service provider)

The Regional Commission on Employment, having considered in accordance with the Law of the Republic of Kazakhstan “On Population Migration”, made a favorable decision:

IIN	
Surname, Name, Patronymic (if any)	
Date of birth	
Sex	
Residential address	

Family members (if any):

IIN	Surname, Name, Patronymic	Date of birth	Sex	Family relationship



EDS of the head of a local executive body

Appendix 10
to the Rules for inclusion to the regional
quota for receiving candases and resettlers
Form

DECISION

on refusal to include to the regional quota for receiving resettlers

"__" ____ 20__ № _____

(name of the service provider)

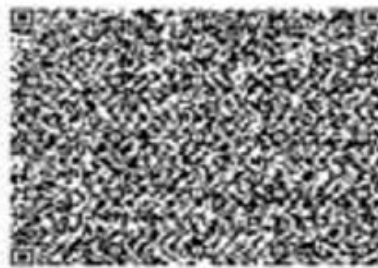
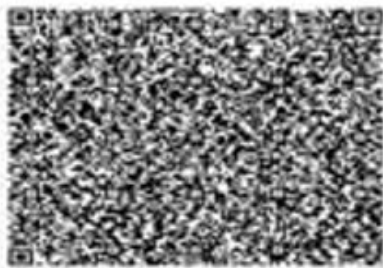
According to the Law of the Republic of Kazakhstan “On Population Migration”

1	Application №	
2	Status	
3	Application type	
4	Date of acceptance	
5	Date of execution	

Information about service recipient:

№	IIN	Surname, Name, Patronymic	Date of birth	Sex	Degree of relationship
1					
2					
3					

The reasons for refusal to be included in the regional quota for receiving resettlers are the following:



EDS of the head

Appendix 2
to the order of the Acting Minister of
Healthcare
and Social Development of the Republic
of Kazakhstan
dated January 15, 2016 № 20

Rules for inclusion to the regional quota for receiving resettlers

Footnote. Appendix 2 excluded by the order of the Acting Minister of Healthcare and Social Development of the Republic of Kazakhstan dated 31.05.2024 № 173 (shall be enforced upon the expiry of ten calendar days after the date of its first official publication).

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