

## On approval of the Rules for the Submission of Information on Payment Services

### *Unofficial translation*

Resolution of the Board of the National Bank of the Republic of Kazakhstan № 213 dated August 31, 2016. Registered with the Ministry of Justice of the Republic of Kazakhstan on October 19, 2016 under № 14339.

### **Unofficial translation**

The reporting deadlines are extended during the state of emergency introduced by Decree of the President of the Republic of Kazakhstan № 285 dated March 15, 2020 "On the Introduction of a State of Emergency in the Republic of Kazakhstan" in accordance with Resolution of the National Bank of the Republic of Kazakhstan № 42 dated March 31, 2020 (shall be enforced from the day of its first official publication).

In accordance with subparagraph 52-5) of part two of Article 15 of the Law of the Republic of Kazakhstan "On the National Bank of the Republic of Kazakhstan", subparagraph 2) of paragraph 3 of Article 16 of the Law of the Republic of Kazakhstan "On state statistics" and subparagraph 14) of paragraph 1 of Article 4 of the Law of the Republic of Kazakhstan "On payments and payment systems" the Board of the National Bank of the Republic of Kazakhstan **DECIDES**:

**Footnote. The preamble as amended by the resolution of the Board of the National Bank of the Republic of Kazakhstan dated 21.11.2022 № 96 (shall be enforced from 01.04.2023).**

1. That the attached Rules for the Submission of Information on Payment Services (hereinafter - the Rules) shall be approved.

2. That certain resolutions of the Board of the National Bank of the Republic of Kazakhstan shall be deemed to have lost force according to the list in accordance with the Appendix to this Resolution.

3. The Department of Payment Systems (Ashykbekov E.T.) in the manner prescribed by the legislation of the Republic of Kazakhstan, shall ensure:

1) jointly with the Legal Department (Sarsenova N.V.) the state registration of this resolution with the Ministry of Justice of the Republic of Kazakhstan;

2) the direction of this resolution to Republican State Enterprise on the Right of Economic Management "Republican Center of Legal Information of the Ministry of Justice of the Republic of Kazakhstan":

for official publication in Adilet, the legal information system within ten calendar days after its state registration with the Ministry of Justice of the Republic of Kazakhstan;

for inclusion in the State Register of Regulatory Legal Acts of the Republic of Kazakhstan, the Reference Control Bank of Regulatory Legal Acts of the Republic of Kazakhstan within

ten calendar days from the date of its state registration with the Ministry of Justice of the Republic of Kazakhstan;

3) placement of this resolution on the official Internet resource of the National Bank of the Republic of Kazakhstan after its official publication.

4. The Office for the Protection of the Rights of Consumers of Financial Services and External Communications (Terentyev A.L.) shall ensure the direction of this resolution for official publication in periodicals within ten calendar days after its state registration with the Ministry of Justice of the Republic of Kazakhstan.

5. The control over the implementation of this resolution shall be assigned to Deputy Chairman of the National Bank of the Republic of Kazakhstan, G. O. Pirmatov.

6. This resolution shall be subject to official publication and come into force on April 1, 2017, with the exception of:

1) Paragraph 19 of the Rules and Appendix 13 to the Rules, which shall come into force on January 1, 2018;

2) Paragraph 20 of the Rules and Appendix 14 to the Rules, which shall come into force on December 1, 2016 and be valid until January 1, 2018;

3) Paragraph 21 of the Rules and Appendix 15 to the Rules, which shall be enforced upon expiry of ten calendar days after the day of the first official publication of this resolution.

*Chairman  
of the National Bank*

*D. Akishev*

"AGREED BY"

Chairman of the Committee on Statistics  
of the Ministry of National Economy  
of the Republic of Kazakhstan

N. AidaRKelov

2016

Approved by  
Resolution of the Board of the  
National Bank of the  
Republic of Kazakhstan  
№ 213 dated August 31, 2016

## **Rules for the Submission of Information on Payment Services Chapter 1. General Provisions**

1. These Rules for submitting information on payment services (hereinafter referred to as the Rules) are developed in accordance with the Laws of the Republic of Kazakhstan "On the National Bank of the Republic of Kazakhstan", "On countering the legalization (laundering) of proceeds from crime and financing of terrorism" and "On payments and payment systems" (hereinafter referred to as the Law on payments and payment systems).

**Footnote. Paragraph 1 - as amended by the resolution of the Board of the National Bank of the Republic of Kazakhstan dated 21.11.2022 № 96 (shall be enforced from 01.04.2023).**

2. The Rules determine the procedure for submitting information about payment services (hereinafter referred to as "Information").

3. The Rules use the concepts provided for by the Laws of the Republic of Kazakhstan "On countering the legalization (laundering) of proceeds from crime and financing of terrorism", "On informatization", the Law on payments and payment systems, the Rules for issuing payment cards, as well as the requirements for servicing operations with their use on the territory of the Republic of Kazakhstan, approved by the resolution of the Board of the National Bank of the Republic of Kazakhstan dated August 31, 2016 № 205 "On approval of the Rules for issuing payment cards, as well as requirements for servicing operations with their use on the territory of the Republic of Kazakhstan", registered in the Register of state registration of regulatory legal acts under № 14299, as well as the following concepts:

1) fraudulent transactions – illegal non-cash payments, money transfers and (or) cash withdrawal operations, including using a payment card and (or) its details, carried out at the premises of a bank, a branch of a non-resident bank of the Republic of Kazakhstan, through electronic terminals, remote access systems, money transfer systems;

2) bank kiosk – an electronic-mechanical device designed to receive electronic banking services (including operations for issuing (receiving) cash, payments and (or) money transfers, currency conversion and other types of banking operations, including using payment cards) in self-service mode by connecting to an information system or by accessing the Internet resource of a bank, a branch of a non-resident bank of the Republic of Kazakhstan, an organization carrying out certain types of banking operations, as well as for the preparation of documents, confirming the fact of the relevant operations;

3) the service network of another bank - a set of electronic and mechanical devices owned by any other bank, a branch of a non-resident bank of the Republic of Kazakhstan, any other organization carrying out certain types of banking operations, and used to provide electronic banking services;

4) virtual payment card – a payment card issued in electronic form and consisting of payment card details, providing its holder with the opportunity to make payments via the Internet;

5) internet banking - payments and money transfers made through the bank's web interface, with the exception of payments made through QR-instructions (QR-instructions);

6) internet acquiring - the activity of the acquirer, which is associated with the implementation of payment acceptance and (or) money transfer using a payment card via the Internet;

7) debit payment card with a credit limit – a debit payment card with which, in accordance with the contract for the issuance and maintenance of a payment card or at the

request of the holder of the payment card, it is possible to make payments within the amount of the loan provided by the issuer;

8) corporate payment card – a bank card linked to the account of a legal entity and intended for payment of expenses related to the main activity of the company, including overhead, representative, transport and travel expenses;

9) QR- instruction (QR- instruction) - a bar code (technology) assigned by a payment service provider or a payment system operator for making payments and (or) money transfers;

10) additional payment card – a payment card issued in the name of the client's authorized representative;

11) own service network – a set of electronic and mechanical devices owned by a bank, a branch of a non-resident bank of the Republic of Kazakhstan, an organization carrying out certain types of banking operations, and used to provide electronic banking services;

12) mobile POS terminal (POS terminal) - software installed in a mobile device and (or) an additional device connected to a mobile device designed to accept payments using a payment card;

13) main payment card – a payment card, the holder of which is the customer;

14) POS-terminal (POS-terminal) - an electronic and mechanical device or software by means of which payment cards and connections with the information system of a bank, a branch of a non-resident bank of the Republic of Kazakhstan, an organization performing certain types of banking operations, are used to make payments for goods or services, including to a bank, a branch of a non-resident bank of the Republic of Kazakhstan, an organization that performs certain types of banking operations in which a POS terminal (POS terminal) is installed, as well as the issuance of cash.

15) processing center – an operator that processes transactions with payment cards and other functions provided for by contracts with participants of the payment card system;

16) retail outlet – the location of the POS terminal (POS terminal) and (or) other device installed for non-cash payment for goods and (or) services;

17) stationary POS terminal (POS terminal) - a physical equipment (device) designed to accept payments using payment cards and installed in a trade and service enterprise (individual entrepreneurs or legal entities) to accept payments for goods and services, as well as in a bank, a branch of a non-resident bank of the Republic of Kazakhstan and organizations that carry out certain types of banking operations for accepting payments and issuing cash;

18) payment terminal - an electronic-mechanical device designed for making payments and crediting money to a bank account by depositing cash, receiving information banking services in self-service mode, as well as for drawing up documents confirming the fact of conducting relevant operations.

**Footnote. Paragraph 3 - as amended by the resolution of the Board of the National Bank of the Republic of Kazakhstan dated 21.11.2022 № 96 (shall be enforced from 01.04.2023).**

4. Information shall be submitted to the National Bank electronically in the information transmission formats established by the National Bank.

**Footnote. Paragraph 4 is in the wording of the Resolution of the Board of the National Bank of the Republic of Kazakhstan dated 20.02.2025 № 6 (shall be enforced from 01.06.2025).**

5. When making a transaction in a foreign currency, Information on it shall be presented in tenge at the market exchange rate for the day of the transaction.

The market exchange rate shall be determined in accordance with resolution of the Board of the National Bank of the Republic of Kazakhstan № 15 dated January 25, 2013 and Order of the Minister of Finance of the Republic of Kazakhstan № 99 dated February 22, 2013 "On Establishing the Procedure for Determining and Applying the Market Exchange Rate", registered with the Register of State Registration of Regulatory Legal Acts under № 8378.

6. If the last day of the deadline for the submission of Information in the forms intended for the collection of administrative data provided for by the Rules falls on a non-working day, the next working day shall be considered the day of the expiration of the deadline for the submission of Information.

**Footnote. Paragraph 6 - as reworded by the Resolution of the Board of the National Bank of the Republic of Kazakhstan dated 20.07.2020 № 90 (shall come into force from 01.08.2020 ).**

## **Chapter 2. The order of presentation of Information**

7. The form intended for the collection of administrative data "Information on the Number of Electronic Terminals", according to Appendix 1 to the Rules, shall be submitted quarterly no later than the tenth (inclusive) day of the month following the reporting quarter by the following entities:

1) by second-tier banks, branches of non-resident banks of the Republic of Kazakhstan and the joint-stock company "Development Bank of Kazakhstan", a legal entity that was previously a subsidiary bank, performing transfer operations without a license from the National Bank, related to the parent bank's payments and money transfers, including using the subsidiary bank's correspondent account, on bank accounts of depositors transferred to the parent bank, in accordance with Article 61-4 of the Law of the Republic of Kazakhstan "On banks and banking activities in the Republic of Kazakhstan" (hereinafter – the Law on banks and banking activities), the parent bank and the subsidiary bank, in respect of which the restructuring was carried out in accordance with Articles 61-4 and 61-4 of the Law on banks and banking activities, the affiliated bank, as well as the bank to which the accession is made in accordance with the Law on banks and banking activities (hereinafter – the banks);

2) organizations engaged in certain types of banking transactions;

3) payment organizations .

**Footnote. Paragraph 7 as amended by Resolution of the Board of the National Bank of the Republic of Kazakhstan № 221 dated 28.11.2019 (shall be enforced upon expiry of ten calendar days after the day of its first official publication); dated 30.11.2020 № 139 (shall come into force from 16.12.2020); dated 21.11.2022 № 96 (shall be enforced from 01.04.2023).**

8. The form intended for the collection of administrative data “Information on Payment Cards”, according to Appendix 2 to the Rules, shall be submitted monthly no later than the tenth (inclusive) day of the month following the reporting month by the following entities:

- 1) banks;
- 2) organizations engaged in certain types of banking transactions.

**9. Excluded by the resolution of the Board of the National Bank of the Republic of Kazakhstan dated 21.11.2022 № 96 (shall be enforced from 01.04.2023).**

10. The form designated for administrative data collection “Data on the Number and Volumes of Transactions with Payment Cards”, as per Appendix 4 hereto, shall be filed on a monthly basis not later than the tenth (inclusive) day of the month following the reporting month by the following entities:

- 1) banks;
- 2) organisations engaged in certain types of banking operations.

**Footnote. Paragraph 10 - as revised by Resolution of the Board of the National Bank of Kazakhstan № 10 of 19.02.2024 (shall come into effect ten calendar days after the date of its first official publication).**

11. The form designated for administrative data collection “Data on the Number and Volumes of Transactions with Payment Cards by Regions”, as per Appendix 5 hereto, shall be filed on a monthly basis not later than the tenth (inclusive) day of the month following the reporting month by the following entities:

- 1) banks;
- 2) organisations engaged in certain types of banking operations.

**Footnote. Paragraph 11 - as revised by Resolution of the Board of the National Bank of Kazakhstan № 10 of 19.02.2024 (shall be enacted upon expiration of ten calendar days after the day of its first official publication).**

**12. Excluded by the resolution of the Board of the National Bank of the Republic of Kazakhstan dated 21.11.2022 № 96 (shall be enforced from 01.04.2023).**

**13. Is excluded by the Resolution of the National Bank of the Republic of Kazakhstan dated 20.02.2025 № 6 (shall be enforced from 01.06.2025).**

14. The form intended for the collection of administrative data “Information on the Processing Center and Interaction with Other Banks”, in accordance with Appendix 8 to the Rules, shall be submitted within ten business days from the date of changing one of the conditions of this form by the following entities:

- 1) banks;

2) organizations engaged in certain types of banking transactions.

15. The form intended for the collection of administrative data “Information on the Number of Agents and Subagents of the Issuer of Electronic Money and Owners of Electronic Money”, according to Appendix 9 to the Rules, shall be submitted quarterly no later than the tenth (inclusive) day of the month following the reporting quarter by the following entities:

1) banks;

2) organizations engaged in certain types of banking transactions.

16. The form intended for the collection of administrative data “Information on the Number and Volume of Transactions Conducted Using Electronic Money”, according to Appendix 10 to the Rules, shall be submitted quarterly no later than the tenth (inclusive) day of the month following the reporting quarter by the following entities:

1) banks;

2) organizations engaged in certain types of banking transactions.

17. The form intended for the collection of administrative data “Information on the Amount of Electronic Money in Circulation and on the Number and Volume of Transactions for the Issuance and Redemption of Electronic Money”, according to Appendix 11 to the Rules, shall be submitted quarterly no later than the tenth (inclusive) day of the month following reporting quarter, the following entities:

1) banks;

2) organizations engaged in certain types of banking transactions.

18. The form intended for the collection of administrative data “Information on the Number and Volume of Transactions for the Purchase and Sale of Electronic Money by Agents and Subagents of the Electronic Money Issuer”, according to Appendix 12 to the Rules, shall be submitted quarterly no later than the tenth (inclusive) day of the month following the reporting quarter, the following entities:

1) banks;

2) organizations engaged in certain types of banking transactions.

19. The form intended for the collection of administrative data “Information on the Acceptance and Making Payments and (or) Money Transfers Using and Without Using a Bank Account”, according to Appendix 13 to the Rules, shall be submitted monthly no later than the fifteenth (inclusive) day of the month following reporting month, the following entities:

1) banks;

2) organizations engaged in certain types of banking transactions;

3) postal operators carrying out postal money transfers.

20. The form intended for the collection of administrative data “Information on Payments in Accordance with the Codes of Economic Sectors and the Purpose of Payments”, in accordance with Appendix 14 to the Rules, shall be submitted:

1) on a monthly basis no later than the seventh (inclusive) day of the month following the reporting month by Republican State Enterprise Under the Right of Economic Management “Kazakhstan Interbank Settlement Center of the National Bank of the Republic of Kazakhstan”;

2) on a monthly basis no later than the fifteenth (inclusive) day of the month following the reporting month, second-tier banks, the Development Bank of Kazakhstan Joint-Stock Company, the National Post Operator , a legal entity that previously was a subsidiary bank that carries out transfer transactions without a license from the National Bank making payments and money transfers by the parent bank, including using the correspondent account of the subsidiary bank, on bank accounts of depositors transferred to the parent bank, in accordance with the Law on Banks and Banking Activities;

3) on a monthly basis no later than the twenty-first (inclusive) day of the month following the reporting month, the parent bank and subsidiary bank, in respect of which restructuring has been carried out in accordance with the Law on Banks and Banking Activities to be merged by the bank, as well as the bank to which it is merged in accordance with the Law on Banks and Banking.

21. The form intended for the collection of administrative data “Information on the Number and Volume of Transactions Carried Out by Payment Organizations”, according to Appendix 15 to the Rules, shall be submitted quarterly no later than the tenth (inclusive) day of the month following the reporting quarter, payment organizations that have passed accounting registration at the National Bank.

22. The form intended for the collection of administrative data "Information on the measures taken to combat the legalization (laundering) of proceeds from crime and the financing of terrorism", in accordance with Appendix 16 to the Rules, is submitted on a semi-annual basis no later than the tenth (inclusive) day of the month, following the reporting half-year, payment organizations that have passed accounting registration with the National Bank.

**Footnote. The Rules have been amended by paragraph 22 in accordance with the Resolution of the Board of the National Bank of the Republic of Kazakhstan dated 20.07.2020 № 90 (shall come into force from 01.08.2020).**

23. The form intended for collecting administrative data “Information on cross-border transactions (incoming)”, in accordance with Appendix 17 to the Rules, shall be submitted on a quarterly basis no later than the tenth (inclusive) day of the month following the reporting quarter, by payment organizations that have undergone accounting registration with the National Bank.

**Footnote. Chapter 2 has been supplemented with paragraph 23 in accordance with the Resolution of the National Bank of the Republic of Kazakhstan dated 20.02.2025 № 6 (shall be enforced from 01.06.2025).**

24. The form intended for collecting administrative data “Information on cross-border transactions (outgoing)”, in accordance with Appendix 18 to the Rules, shall be submitted on a quarterly basis no later than the tenth (inclusive) day of the month following the reporting quarter, by payment organizations that have undergone accounting registration with the National Bank.

**Footnote.** Chapter 2 has been supplemented with paragraph 24 in accordance with the Resolution of the National Bank of the Republic of Kazakhstan dated 20.02.2025 № 6 (shall be enforced from 01.06.2025).

25. The form intended for collecting administrative data “Information on planned and unscheduled downtime (failures) in the operation of the information system that occurred during the reporting period”, in accordance with Appendix 19 to the Rules, shall be submitted on a quarterly basis no later than the tenth (inclusive) day of the month following the reporting quarter, by the following persons:

- 1) second-tier banks, branches of non-resident banks of the Republic of Kazakhstan;
- 2) national postal operator.

**Footnote.** Chapter 2 has been supplemented with paragraph 25 in accordance with the Resolution of the National Bank of the Republic of Kazakhstan dated 20.02.2025 № 6 (shall be enforced from 01.06.2025).

Appendix 1  
to the Rules for the Submission  
of Information on Payment Services

### **Form intended for the collection of administrative data**

To be filed: with the National Bank of the Republic of Kazakhstan

The administrative data form is available on the online resource:

[www.nationalbank.kz](http://www.nationalbank.kz)

### **Data on the number of electronic terminals**

**Footnote.** Appendix 1 - as amended by the resolution of the Board of the National Bank of the Republic of Kazakhstan dated 21.11.2022 № 96 (shall be enforced from 01.04.2023); as amended by Resolution of the Board of the National Bank of the Republic of Kazakhstan № 10 of 19.02.2024 (shall become effective ten calendar days after the date of its first official publication).

Administrative Data Form Index: 1-RK

Frequency: quarterly

Reporting period: as of ‘ \_\_\_\_ ’, \_\_\_\_\_ 20 \_\_\_\_.

Circle of persons reporting information: payment service providers:

- 1) banks;
- 2) organisations engaged in certain types of banking operations;

### 3) payment organisations.

Deadline for filing: not later than the tenth (inclusive) day of the month following the reporting quarter. Should the tenth day of the month fall on a weekend or public holiday, the deadline for filing reports shall be postponed to the next working day.

## Form

**name of the entity, submitting the form**

Kyzylord a region							
Mangysta u region							
Pavlodar region							
North Kazakhsta n region							
Turkestan region							
Abai Region							
Ulytau region							
Zhetisu region							
Almaty							
Astana							
Shymkent							

### Continuation of the table

Number of ATMs (units)			Number of payment terminals (units)	
with the function of issuing cash	with the function of issuing and receiving cash	with the function of biometric identification	own	Number of other payment terminals used to provide payment services
11	12	13	14	15

### Continuation of the table

Number of retail outlets where POS terminals (POS terminals) and (or) other equipment for accepting payment cards (units) are installed	Number of entrepreneurs who have concluded an agreement with the acquirer to service holders of payment cards (units)	Among them, the number of entrepreneurs who have concluded contracts to receive Internet acquiring services	Number of Internet banking and mobile application users (units)				
			Total registered				Number of unique users of Internet banking and mobile applications
			Users of internet banking		Users of mobile applications		
			Total	active	Total	active	
16	17	18	19	20	21	22	23

Name \_\_\_\_\_ Address \_\_\_\_\_

Telephone \_\_\_\_\_

Email address \_\_\_\_\_

Executive \_\_\_\_\_

surname, first name and patronymic (if any) signature, phone number  
The first manager or the person authorized by him to sign the report

surname, first name and patronymic (if any) signature, phone number

Date " \_\_\_\_ " 20 \_\_\_\_

Appendix  
to the form of information  
about the number of  
electronic terminals

## **Explanation on filling out the administrative data form**

### **Information on the number of electronic terminals (index:1-PK, quarterly frequency)**

#### **Chapter 1. General provisions**

1. This explanation defines the uniform requirements for filling out the form intended for collecting administrative data, "Information on the number of electronic terminals", (hereinafter referred to as the Form).

2. The form is developed in accordance with subparagraph 52-5) of part two of Article 15 of the Law of the Republic of Kazakhstan "On the National Bank of the Republic of Kazakhstan" and subparagraph 14) of paragraph 1 of Article 4 of the Law of the Republic of Kazakhstan "On payments and payment systems".

3. The form is compiled quarterly by service providers and filled in as of the end of the reporting period.

4. The form is signed by the first manager or the person authorized by him to sign the report, and the executor.

#### **Chapter 2. Explanation of filling out the Form**

5. Information provided by the columns 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26 and 27 of the Form is specified in the context of regions, city of republican significance and the capital on the last date of the reporting quarter.

6. The columns 2, 3, 4, 5, 6, 7, 8, 9 and 10 indicate the number of POS terminals (POS terminals) of a bank, a branch of non-resident banks of the Republic of Kazakhstan and an organization carrying out certain types of banking operations, or an entrepreneur who has concluded an agreement with the acquirer to service the holders of payment cards, broken down by location and by types of POS terminals (POS terminals).

7. Columns 3, 4, 5 and 6 indicate the number of stationary POS terminals (POS terminals)

8. Columns 7, 8, 9 and 10 indicate the number of mobile POS terminals (POS terminals).

9. Columns 4 and 8 indicate the number of active POS terminals (POS terminals) that were used in the reporting period for operations.

10. Columns 5 and 9 indicate the number of POS terminals (POS terminals) that support contactless NFC technology.

11. Columns 6 and 10 indicate the number of POS terminals (POS terminals) that support the function of receiving QR instructions (QR instructions) for payment.

12. Columns 11 and 12 indicate the number of ATMs by functionality.

13. Column 13 indicates the number of ATMs providing services by biometric identification of the client.

14. Column 14 indicates the number of payment terminals owned by the payment service provider on the basis of the right of ownership.

15. Column 15 indicates the number of payment terminals rented by the payment service provider and used in the provision of payment services.

16. Column 16 indicates the number of outlets in which POS terminals (POS terminals) and (or) other equipment for accepting payment cards are installed.

17. Column 17 indicates the number of entrepreneurs who have concluded an agreement with the acquirer for servicing the holders of payment cards.

18. Column 18 indicates the number of entrepreneurs who have signed an agreement to receive Internet acquiring services.

19. Columns 19 and 21 indicate the number of registered Internet and mobile banking users.

20. Columns 20 and 22 indicate the number of Internet and mobile banking users who made more than one payment and/or money transfer using their personal account during the reporting period.

21. Column 23 indicates the actual number of unique users obtained by reconciliation by the individual identification number of customers.

22. Payment service providers who do not use electronic terminals in their activities send a Form with blank columns.

Appendix 2  
to the Rules for the Submission  
of Information on Payment Services

### **Form for the collection of administrative data**

To be filed: with the National Bank of the Republic of Kazakhstan

The administrative data form is available on the online resource:

[www.nationalbank.kz](http://www.nationalbank.kz)

### **Details of payment cards**

Footnote. Appendix 2 - as amended by the resolution of the Board of the National Bank of the Republic of Kazakhstan dated 21.11.2022 № 96 (shall be enforced from 01.04.2023); as amended by Resolution of the Board of the National Bank of the Republic of Kazakhstan № 10 of 19.02.2024 (shall be effective upon expiry of ten calendar days after the date of its first official publication).

## Administrative Data Form Index: 2-RK

Frequency: quarterly

Reporting period: as of ' \_\_\_ ' \_\_\_\_\_ 20\_\_\_.

The circle of persons filing the data: payment service providers, being the issuers of payment cards:

- 1) banks;
- 2) organisations engaged in certain types of banking operations.

Deadline for filing: not later than the tenth (inclusive) day of the month following the reporting month. Should the tenth day of the month fall on a weekend or public holiday, the deadline for filing reports shall be postponed to the next working day.

## Form

**name of the entity, submitting the form**

Table 1

West Kazakhstan region											
Karaganda region											
Kostanay region											
Kyzylorda region											
Mangystau region											
Pavlodar region											
North Kazakhstan region											
Turkestan region											
Abai region											
Ulytau region											
Zhetisu region											
Almaty											
Astana											
Shymkent											
outside the Republic of Kazakhstan											

Continuation of the table

Number of physical payment cards used (units)				Number of used virtual cards in circulation (units)				Number of payment card holders (people)	
debit	debit with credit limit	credit	prepaid	debit	debit with credit limit	credit	prepaid	physical payment cards	virtual cards
11	12	13	14	15	16	17	18	19	20

Table 2

Name of the region, capital, city of republican significance	Number of payment systems	Number of payment card holders	
		The total value for all systems	Number of unique payment card holders
1	2	3	4
Akmola region			

Aktobe region	
Almaty region	
Atyrau region	
East Kazakhstan region	
Zhambyl region	
West Kazakhstan region	
Karaganda region	
Kostanay region	
Kyzylorda region	
Mangystau region	
Pavlodar region	
North Kazakhstan region	
Turkestan region	
Abai region	
Ulytau region	
Zhetisu region	
Almaty	
Astana	
Shymkent	

Name \_\_\_\_\_ Address \_\_\_\_\_

Telephone \_\_\_\_\_

Email address \_\_\_\_\_

Executive \_\_\_\_\_

surname, first name and patronymic (if any) signature, phone number

The first manager or the person authorized by him to sign the report

\_\_\_\_\_ surname, first name and patronymic (if any) signature, phone number

Date " \_\_\_\_ " 20 \_\_\_\_

Appendix  
to the form of information on  
payment cards

### **Explanation on filling out the administrative data form**

### **Information on payment cards (index:2-PK, monthly frequency)**

#### **Chapter 1. General provisions**

1. This explanation defines the uniform requirements for filling out the form intended for collecting administrative data, "Information on payment cards", (hereinafter referred to as the Form).

2. The form is developed in accordance with subparagraph 52-5) of part two of Article 15 of the Law of the Republic of Kazakhstan "On the National Bank of the Republic of

"Kazakhstan" and subparagraph 14) of paragraph 1 of Article 4 of the Law of the Republic of Kazakhstan "On payments and payment systems".

3. The form is drawn up monthly by payment service providers who are issuers of payment cards and is filled in as of the end of the reporting period.

4. The form is signed by the first manager or the person authorized by him to sign the report, and the executor.

## **Chapter 2. Explanation of filling out the Form**

In Table 1:

5. In column 1, information on payment cards is indicated by regions and cities of republican significance.

The line "outside the Republic of Kazakhstan" contains information on payment cards distributed by a bank, a branch of a non-resident bank of the Republic of Kazakhstan and an organization carrying out certain types of banking operations abroad.

6. In column 2, the name of the payment card system for which information is provided is indicated, in accordance with the corresponding directory in the automated information system for submitting information.

7. Columns 3, 4, 5 and 6 indicate the number of payment cards issued on physical media as of the last date of the reporting month, taking into account the main and additional payment cards.

8. Column 7, 8, 9 and 10 indicate the number of virtual payment cards as of the last date of the reporting month, taking into account the main and additional payment cards.

9. Column 11, 12, 13 and 14 indicate the number of physical payment cards that were used in the reporting month to conduct transactions and receive information banking services, taking into account the main and additional payment cards. The payment card used several times in the reporting month is indicated once.

10. Columns 15, 16, 17 and 18 indicate the number of virtual payment cards that were used in the reporting month to conduct transactions and receive information banking services, taking into account the main and additional payment cards. The payment card used several times in the reporting month is indicated once.

11. Columns 19 and 20 indicate the number of payment card holders as of the last date of the reporting month, broken down into physical and virtual payment cards. If one holder has several payment cards, such holder is indicated once.

In Table 2:

12. In column 1, information on payment cards is indicated by regions and cities of republican significance.

The line "outside the Republic of Kazakhstan" contains information on payment cards distributed by a bank, a branch of a non-resident bank of the Republic of Kazakhstan and an organization carrying out certain types of banking operations abroad.

13. Column 2 indicates the number of payment systems in which the respondent's payment cards are serviced.

14. Column 3 indicates the total number of payment card holders for all payment systems specified in column 2.

15. Column 4 indicates the actual number of payment card holders obtained by reconciliation by individual identification number of customers.

Appendix 3  
to the Rules for  
provision of information on  
payment services

**Information on the number and volume of cash withdrawal operations using payment cards**

**Footnote. Appendix 3 was excluded by the resolution of the Board of the National Bank of the Republic of Kazakhstan dated 21.11.2022 № 96 (shall be enforced from 01.04.2023).**

Appendix 4  
to the Rules for the Submission  
of Information on Payment  
Services

Form  
intended for collecting  
administrative data

**Footnote. Appendix 4 is in the wording of the Resolution of the National Bank of the Republic of Kazakhstan dated 20.02.2025 № 6 (shall be enforced from 01.06.2025).**

Submitted to: the National Bank of the Republic of Kazakhstan

Form intended for collecting administrative data free of charge is posted on the Internet resource: [www.nationalbank.kz](http://www.nationalbank.kz)

Name of the administrative form: Information on the number and volume of transactions using payment cards

Index of the form intended for collecting administrative data free of charge: 4-PK

Frequency: monthly

Reporting period: as of " \_\_\_\_ " \_\_\_\_\_ 20 \_\_\_\_

The circle of persons submitting the form intended for collecting administrative data free of charge: payment service providers who are issuers of payment cards and (or) acquirers:

1) banks;

2) organizations carrying out certain types of banking operations;

Submission deadline: no later than the tenth (inclusive) day of the month following the reporting month. If the tenth day of the month falls on a weekend or holiday, the reporting deadline shall be extended to the next business day.

IIN/BIN									
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Collecting method: electronically

## Form

### **The main part of the form, intended for collecting administrative data free of charge Information on the number and volume of transactions using payment cards**

Type of operation	Environment of the operation	Payment card holder's indicator	Name of the payment card system	Indicator of operation	Communication system/channel	Number of operations (units)	Amount (thousand tenge)
1	2	3	4	5	6	7	8

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Email address \_\_\_\_\_

Executor \_\_\_\_\_

last name, first name and patronymic (if any) signature, telephone number

Head or person performing his/her duties \_\_\_\_\_

\_\_\_\_\_ surname, first name and patronymic (if any) signature, telephone number

Form

Appendix  
to Appendix 4 to the Rules  
for submitting information  
on payment services

### **Explanation on filling out the form intended for collecting administrative data free of charge Information on the number and volume of transactions using payment cards (index: 4-PK; frequency: monthly) Chapter 1. General provisions**

1. This explanation shall determine the unified requirements for filling out the form intended for collecting administrative data, "Information on the number and volume of transactions using payment cards" (hereinafter - the Form).
2. The form has been developed in accordance with subparagraph 52-5) of part two of Article 15 of the Law of the Republic of Kazakhstan "On the National Bank of the Republic of Kazakhstan" and subparagraph 14) of paragraph 1 of Article 4 of the Law of the Republic of Kazakhstan "On Payments and Payment Systems".
3. The form shall be prepared monthly by payment service providers that are issuers of payment cards and/or acquirers, and shall be filled out as of the end of the reporting period.
4. The form shall be signed by the first head or the person assigned the function of signing the report.
5. The form is completed in tenge. If the transaction is conducted in a foreign currency, the information shall be presented converted into tenge at the market exchange rate on the day of the transaction.

## **Chapter 2. Explanation on filling out the Form**

6. The form contains information on non-cash transactions and cash withdrawal transactions carried out using a payment card, and (or) its details;

7. Column 1 indicates the type of transaction (payment for goods, services, and other types of transactions), in accordance with the relevant directory in the automated information system for submitting information;

8. Column 2 indicates the environment in which the operation is carried out - the name of the electronic terminal or remote access system, in accordance with the relevant directory in the automated information system for submitting information;

9. Column 3 indicates the characteristics of the holder of the payment card for which information is provided, depending on the type of civil law entity of its holder (payment card of an individual, corporate payment card, or card of another bank);

10. Column 4 indicates the name of the payment card system for which information is provided in accordance with the relevant directory in the automated information system for providing information;

11. Column 5 indicates the indicator corresponding to the transaction (at the time of debiting funds from the bank account) for which information is provided:

I - transactions carried out using payment cards of a bank, a branch of a non-resident bank of the Republic of Kazakhstan, and an organization carrying out certain types of banking operations in its own service network;

II - transactions carried out using payment cards of a bank, a branch of a non-resident bank of the Republic of Kazakhstan, and an organization carrying out certain types of banking operations in the service network of another bank of the Republic of Kazakhstan;

III - transactions carried out using payment cards of a bank, a branch of a non-resident bank of the Republic of Kazakhstan, and an organization carrying out certain types of banking operations in the service network of another bank outside the Republic of Kazakhstan;

IV - transactions carried out in the bank's own service network using payment cards of other banks of the Republic of Kazakhstan, a branch of a non-resident bank of the Republic of Kazakhstan, and organizations carrying out certain types of banking operations of the Republic of Kazakhstan;

V - transactions carried out in the bank's own service network using payment cards from non-resident issuers of the Republic of Kazakhstan;

12. Column 6 shall be completed for transactions using payment cards of international payment systems with transaction characteristics II, III, IV, and V, as established in paragraph 11 of this explanatory note. The following data shall be indicated in Column 6:

1) in the case of an operation carried out between users of one processing centre, with the exception of the Interbank payment card system, the communication channel “1PC” is indicated;

2) in the case of a transaction carried out between users of different processing centres without the participation of the international payment system and the Interbank payment card system, the “H2H” communication channel is indicated;

3) in the case of a transaction between users of different processing centres through an international payment system, the name of this system is indicated;

4) in the case of a transaction between users of the Interbank payment card system, the communication channel “IPCS” is indicated;

13. Columns 7 and 8 indicate the number and amount of transactions carried out using the payment card, and (or) its details in accordance with the conditions established in paragraphs 4, 5, 6, 7, 8, 9 and 10 of this Explanation.

Appendix 5  
to the Rules for the Submission  
of Information on Payment Services

**Form for the collection of administrative data To be filed: with the National Bank of the Republic of Kazakhstan The administrative data form is available on the online resource:**

**[www.nationalbank.kz](http://www.nationalbank.kz) Data on the number and volumes of payment card transactions by region**

**Footnote. Appendix 5 - as amended by the resolution of the Board of the National Bank of the Republic of Kazakhstan dated 21.11.2022 № 96 (shall be enforced from 01.04.2023); as amended by Resolution of the Board of the National Bank of the Republic of Kazakhstan № 10 of 19.02.2024 (shall be implemented upon expiry of ten calendar days after the date of its first official publication).**

Administrative Data Form Index: 5-RK

Frequency: monthly

Reporting period: as of ‘ \_\_\_\_ ’ \_\_\_\_\_ 20 \_\_\_\_

The circle of persons providing information: payment service providers, which are issuers of payment cards and (or) acquirers:

- 1) banks;
- 2) organisations engaged in certain types of banking operations.

Deadline for filing: not later than the tenth (inclusive) day of the month following the reporting month. Should the tenth day of the month fall on a weekend or public holiday, the deadline for filing reports shall be postponed to the next working day.

Form

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**name of the entity, submitting the form**

Name of the region, the capital, the city of republican significance	Environment of the operation	Sign of the holder of a payment card	Non-cash transactions		Cash withdrawal transactions	
			number of transactions (units)	amount (thousands of tenge)	number of transactions (units)	amount (thousands of tenge)
1	2	3	4	5	6	7
Akmola region						
Aktobe region						
Almaty region						
Atyrau region						
East Kazakhstan region						
Zhambyl region						
West Kazakhstan region						
Karaganda region						
Kostanay region						
Kyzylorda region						
Mangystau region						
Pavlodar region						
North Kazakhstan region						
Turkestan region						
Abai region						
Ulytau region						
Zhetisu region						
Almaty						
Astana						
Shymkent						

Name \_\_\_\_\_ Address \_\_\_\_\_

Telephone \_\_\_\_\_

Email address \_\_\_\_\_

Executive \_\_\_\_\_

surname, first name and patronymic (if any) signature, phone number

The first manager or the person authorized by him to sign the report

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surname, first name and patronymic (if any) signature, phone number

Date " \_\_\_\_ " 20 \_\_\_\_

Appendix  
to the Form of information on  
the number and volume of transactions  
using payment cards by region

## **Explanation on filling out the administrative data form**

### **Information on the number and volume of transactions using payment cards by region (index: 5-PK, monthly frequency)**

#### **Chapter 1. General provisions**

1. This explanation defines the uniform requirements for filling out a form designed to collect administrative data, "Information on the number and volume of transactions using payment cards by region", (hereinafter referred to as the Form).

2. The form is developed in accordance with subparagraph 52-5) of part two of Article 15 of the Law of the Republic of Kazakhstan "On the National Bank of the Republic of Kazakhstan" and subparagraph 14) of paragraph 1 of Article 4 of the Law of the Republic of Kazakhstan "On payments and payment systems".

3. The form is drawn up monthly by payment service providers who are issuers of payment cards and (or) acquirers and is filled in as of the end of the reporting period.

4. The form is signed by the first manager or the person authorized by him to sign the report, and the executor.

5. The form is filled in tenge. If the transaction is carried out in a foreign currency, the information on it is indicated in terms of tenge at the market exchange rate on the day of the transaction.

#### **Chapter 2. Explanation of filling out the Form**

6. The form contains information on non-cash payments and (or) money transfers, as well as cash withdrawal operations carried out using payment cards.

7. The information is indicated at the location of the equipment with which the operation was carried out. In the case of an operation via the Internet, mobile phone or other remote access system, the information is indicated at the place of current maintenance of the client's bank account in the information system of the bank, a branch of a non-resident bank of the Republic of Kazakhstan and an organization performing certain types of banking operations.

8. In column 2, the environment of the operation is indicated - the name of the electronic terminal or remote access system, according to the corresponding directory in the automated information system for submitting information.

9. In column 3, the sign of the holder of the payment card for which information is provided is indicated, depending on the type of the subject of civil law of its holder (a payment card of an individual, a corporate payment card or a card of another bank).

10. Columns 4, 5, 6 and 7 indicate the number and amount of non-cash transactions and cash withdrawal operations using payment cards. The number and amount of transactions provided for in these columns are calculated by summing the number and amount of transactions according to the following characteristics of the transaction (at the time of debiting money from the bank account):

I - transactions made using payment cards of a bank, a branch of a non-resident bank of the Republic of Kazakhstan and an organization performing certain types of banking operations in its own service network;

IV - transactions carried out in its own service network using payment cards of other banks of the Republic of Kazakhstan, a branch of a non-resident bank of the Republic of Kazakhstan and organizations carrying out certain types of banking operations of the Republic of Kazakhstan;

V - transactions performed in its own service network using payment cards of non-resident issuers of the Republic of Kazakhstan.

Appendix 6 to the Rules  
of provision of information on  
payment services

### **Information on the remaining money on bank accounts for which transactions are carried out using payment cards**

Footnote. Appendix 6 is excluded by the resolution of the Board of the National Bank of the Republic of Kazakhstan dated 21.11.2022 № 96 (shall be enforced from 01.04.2023).

Appendix 7 to the Rules  
for provision of information  
about payment services

Footnote. Appendix 7 has been excluded in accordance with Resolution № 6 of the National Bank of the Republic of Kazakhstan dated 20.02.2025 (shall be enforced from 01.06.2025).

Appendix 8  
to the Rules for the Submission  
of Information on Payment Services

### **Form for the collection of administrative data**

To be filed: with the National Bank of the Republic of Kazakhstan

The administrative data form is available on the online resource:

[www.nationalbank.kz](http://www.nationalbank.kz)

## Details of the processing centre and interaction with other banks

Footnote. Appendix 8 - as reworded by the Resolution of the Board of the National Bank of the Republic of Kazakhstan dated 30.11.2020 № 139 (shall come into force from 16.12.2020); as amended by Resolution of the Board of the National Bank of the Republic of Kazakhstan № 10 of 19.02.2024 (shall become effective ten calendar days after the date of its first official publication).

Administrative Data Form Index: 8-RK

Frequency: when one of the conditions of this form changes

Reporting period: as of ' \_\_\_\_ ' 20 \_\_\_\_

The circle of persons filing the data: payment service providers, which are issuers of payment cards and (or) acquirers:

- 1) banks;
- 2) organisations engaged in certain types of banking operations.

Deadline for filing: within ten working days of a change in one of the conditions of this form.

Reporting period: as of " \_\_\_\_ " 20 \_\_\_\_

Shall be represented by: providers of payment services, who are the issuers of payment cards and (or) acquirers:

- 1) banks, branches of non-resident banks of the Republic of Kazakhstan;
- 2) organizations, carrying out certain types of banking transactions.

Submission date: within ten working days from the date of changing one of the conditions of this form.

Form

\_\_\_\_\_  
name of the person  
submitting the form

Name of a processing center	Name of payment cards systems, the transactions on which are processed in the processing center	Name of the counterparty with whom an agreement has been concluded for the use of the H2H communication channel	Name of the payment card systems, transactions on which are processed within the framework of the use of the communication channel H2H
1	2	3	4

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone number \_\_\_\_\_ E-mail \_\_\_\_\_

Performer \_\_\_\_\_

surname, name, and patronymic (if any) signature, phone number

First head or a person, authorized for signing a report

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surname, name, and patronymic (if any) signature, phone number  
Date " \_\_\_\_ " 20 \_\_\_\_

Appendix  
to the form of information on the  
processing  
center and interaction with other banks

## **Explanation**

**on filling out the form of administrative data Information on the processing center and interaction with other banks**

**(index:8-PK, Frequency when changing one of the conditions of this form)**

### **Chapter 1. General provisions**

1. These explanation determines uniform requirements on filling out the form, intended for collection of administrative data, "Information on the processing center and interaction with other banks" (hereinafter referred to as the form).

2. The form has been developed in accordance with subparagraph 52-5) of part two of article 15 of the Law of the Republic of Kazakhstan dated March 30, 1995 "On the National Bank of the Republic of Kazakhstan" and subparagraph 14) of paragraph 1 of article 4 of the Law of the Republic of Kazakhstan dated July 26, 2016 "On payments and payment systems".

3. The form shall be drawn up when changing one of the conditions of this form by the payment service providers that are payment card issuers and (or) acquirers.

4. The form shall be signed by the first head or a person, authorized for signing a report, and the performer.

### **Chapter 2. Explanation on filling out the form**

5. Column 1 shall indicate the name of a processing center, the services of which the bank uses, a branch of a non-resident bank of the Republic of Kazakhstan, an organization that carries out certain types of banking transactions. In case of using own processing, the name of the reporting bank, the branch of the non-resident bank of the Republic of Kazakhstan, the organization that carries out certain types of banking transactions shall be indicated.

6. Column 2 shall indicate the name of payment cards systems, the transactions on which are processed in the processing center.

7. Column 3, shall indicate the name of the counterparty with which the reporting bank, a branch of a non-resident bank of the Republic of Kazakhstan, an organization that carries out certain types of banking transactions, concluded an agreement to use the H2H communication channel.

8. Column 4 shall indicate the name of the payment card systems, transactions on which are processed within the framework of the use of the communication channel.

Appendix 9  
to the Rules for the Submission  
of Information on Payment Services

## **Form for the collection of administrative data**

To be filed: with the National Bank of the Republic of Kazakhstan

The administrative data form is available on the online resource:

[www.nationalbank.kz](http://www.nationalbank.kz)

### **Details of the number of agents and subagents of the e-money issuer and e-money holders**

**Footnote.** Appendix 9 - as reworded by the Resolution of the Board of the National Bank of the Republic of Kazakhstan dated 30.11.2020 № 139 (shall come into force from 16.12.2020); as amended by Resolution of the Board of the National Bank of the Republic of Kazakhstan № 10 of 19.02.2024 (shall be put into effect upon expiry of ten calendar days after the date of its first official publication).

Administrative Data Form Index: 9-RK

Frequency: when one of the conditions of this form changes

Reporting period: as of ' \_\_\_\_ ' \_\_\_\_\_ 20 \_\_\_\_

The range of reporting entities: payment service providers that are e-money issuers:

1) banks;

2) organisations engaged in certain types of banking operations.

Deadline for submission: not later than the tenth (inclusive) day of the month following the reporting quarter. Should the tenth day of the month fall on a weekend or public holiday, the deadline for filing reports shall be postponed to the next working day.

Form

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\_\_\_\_\_  
\_\_\_\_\_  
name of the person  
submitting the form

Name of e-money system	Number of e-money issuer agents		Number of e-money issuer subagents	
	Total	Active	Total	Active
1	2	3	4	5

table continued

Number of e-money owners -individuals			Number of individual entrepreneurs and legal entities, accepting e-money for payment	
Total	Active	Identified	Total	Active
6	7	8	9	10

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone number \_\_\_\_\_ E-mail \_\_\_\_\_

Performer \_\_\_\_\_

surname, name, and patronymic (if any) signature, phone number

First head or a person, authorized for signing a report

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\_\_\_\_\_ surname, name, and patronymic (if any) signature, phone number

Date " \_\_\_\_ " \_\_\_\_\_ 20 \_\_\_\_

Appendix  
to the form of information on the number  
of agents and subagents of the e-money  
issuer  
and e-money owners

## **Explanation**

**on filling out the form of administrative data Information on the number of agents  
and subagents of the e-money issuer and e-money owners (index: 9-PK, Frequency quarterly)**

### **Chapter 1. General provisions**

1. These explanation determines uniform requirements on filling out the form, intended for collection of administrative data, "Information on the number of agents and subagents of the e-money issuer and e-money owners" (hereinafter referred to as the form).
2. The form has beed developed in accordance with subparagraph 52-5) of part two of article 15 of the Law of the Republic of Kazakhstan dated March 30, 1995 "On the National Bank of the Republic of Kazakhstan" and subparagraph 14) of paragraph 1 of article 4 of the Law of the Republic of Kazakhstan dated July 26, 2016 "On payments and payment systems".
3. The form shall be drawn up on a quarterly basis by payment service providers that are e-money issuers and shall be completed as of the end of the reporting period.
4. The form shall be signed by the first head or a person, authorized for signing a report, and the performer.

### **Chapter 2. Explanation on filling out the form**

5. Column 1 shall indicate the name of the e-money system, on which information is submitted.
6. Column 2 shall indicate the number of agents of the e-money issuer as of the last date of the reporting quarter.
7. Column 3 shall indicate the number of agents of the e-money issuer who purchased or sold e-money in the reporting quarter.
8. Column 4 shall indicate the number of subagents of the e-money issuer as of the last date of the reporting quarter shall be indicated.
9. Column 5 shall indicate the number of subagents of the e-money issuer who purchased or sold e-money in the reporting quarter.

10. Column 6 shall indicate the number of e-money holders - individuals as of the last date of the reporting quarter.

11. Column 7 shall indicate the number of e-money owners - individuals who carried out transactions with e-money in the reporting quarter.

12. Column 8 shall indicate the number of e-money holders - individuals identified by the e-money issuer as of the last date of the reporting quarter.

13. Column 9 shall indicate the number of individual entrepreneurs and legal entities accepting e-money for payment as of the last date of the reporting quarter.

14. Column 10 shall indicate the number of individual entrepreneurs and legal entities accepting e-money for payment, which carried out transactions with e-money in the reporting quarter.

15. In Columns 9 and 10 individual entrepreneurs and legal entities that accept e-money for payment shall be understood the individual entrepreneurs and legal entities that have concluded an agreement with the issuer providing information, or another participant in the relevant e-money system.

Appendix 10  
to the Rules for the Submission  
of Information on Payment Services

#### **Form for the collection of administrative data**

To be filed: with the National Bank of the Republic of Kazakhstan

The administrative data form is available on the online resource:

[www.nationalbank.kz](http://www.nationalbank.kz)

#### **Details on the number and volume of transactions conducted using electronic money**

**Footnote. Appendix 10 - as reworded by the Resolution of the Board of the National Bank of the Republic of Kazakhstan dated 30.11.2020 № 139 (shall come into force from 16.12.2020); as amended by Resolution of the Board of the National Bank of the Republic of Kazakhstan № 10 of 19.02.2024 (shall enter into force ten calendar days after the date of its first official publication).**

Administrative Data Form Index: 10-RK

Frequency: quarterly

Reporting period: as of ' \_\_\_\_ ' 20 \_\_\_\_

Reporting entities: payment service providers that are e-money issuers:

1) banks;

2) organisations engaged in certain types of banking operations.

Deadline for filing: not later than the tenth (inclusive) day of the month following the reporting quarter. Should the tenth day of the month fall on a weekend or public holiday, the deadline for filing reports shall be postponed to the next working day.

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name of the person  
submitting the form

Name of the e-money system	Transaction environment	Transactions that have been carried out using e-money			
		In favor of individuals		In favor of individual entrepreneurs and legal entities	
		Number of transactions	Amount (tenge)	Number of transactions	Amount (tenge)
1	2	3	4	5	6

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone number \_\_\_\_\_ E-mail \_\_\_\_\_

Performer \_\_\_\_\_

surname, name, and patronymic (if any) signature, phone number

First head or a person, authorized for signing a report

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surname, name, and patronymic (if any) signature, phone number

Date " \_\_\_\_ " 20 \_\_\_\_

Appendix  
to the form of information on the number  
and the volume of transactions that have  
been  
carried out using e-money

### **Explanation**

**on filling out the form of administrative data Information on the number and the volume of transactions that have been carried out using e-money  
(index: 10-PK, Frequency quarterly)**

### **Chapter 1. General provisions**

1. These explanation determines uniform requirements on filling out the form, intended for collection of administrative data, "Information on the number and the volume of transactions that have been carried out using e-money" (hereinafter referred to as the form).

2. The form has been developed in accordance with subparagraph 52-5) of part two of article 15 of the Law of the Republic of Kazakhstan dated March 30, 1995 "On the National Bank of the Republic of Kazakhstan" and subparagraph 14) of paragraph 1 of article 4 of the Law of the Republic of Kazakhstan dated July 26, 2016 "On payments and payment systems".

3. The form shall be drawn up on a quarterly basis by payment service providers that are e-money issuers and shall be completed as of the end of the reporting period.

4. The form shall be signed by the first head or a person, authorized for signing a report, and the performer.

5. The form shall be completed in tenge. If the transaction is performed in foreign currency, information on it shall be presented in terms of tenge at the market rate of exchange of currencies on the day of the transaction.

## **Chapter 2. Explanation on filling out the form**

6. Column 1 shall indicate the name of the electronic money system, on which information is submitted,.

7. Column 2 shall indicate the transaction environment - the name of the electronic terminal or remote access system.

8. Columns 3 and 4 shall indicate the number and amount of transactions carried out by individuals in favor of individuals using electronic money for the reporting quarter.

9. Columns 5 and 6 shall indicate the number and amount of transactions carried out by individuals in favor of individual entrepreneurs and legal entities using electronic money for the reporting quarter.

Appendix 11  
to the Rules for the Submission  
of Information on Payment Services

### **Form for the collection of administrative data**

To be filed: with the National Bank of the Republic of Kazakhstan

The administrative data form is available on the online resource:

[www.nationalbank.kz](http://www.nationalbank.kz)

### **Data on the amount of electronic money in circulation and on the number and volumes of operations involving the issue and redemption of electronic money**

**Footnote. Appendix 11 - as reworded by the Resolution of the Board of the National Bank of the Republic of Kazakhstan dated 30.11.2020 № 139 (shall come into force from 16.12.2020); as amended by Resolution of the Board of the National Bank of the Republic of Kazakhstan № 10 of 19.02.2024 (shall come into effect upon expiry of ten calendar days after the date of its first official publication).**

Administrative Data Form Index: 11-RK

Frequency: quarterly

Reporting period: as of ‘ \_\_\_\_ ’ 20 \_\_\_\_

Reporting entities: payment service providers that are e-money issuers:

1) banks;

2) organisations engaged in certain types of banking operations.

Deadline for filing: not later than the tenth (inclusive) day of the month following the reporting quarter. Should the tenth day of the month fall on a weekend or public holiday, the deadline for filing reports shall be postponed to the next working day.

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 name of the person  
 submitting the form

E-money owners	Name of the e-money system	Total of e-money in circulation ( tenge)	Issuance of e-money		Redemption of e-money	
			Number of transactions	Amount (tenge )	Number of transactions	Amount (tenge )
1	2	3	4	5	6	7
Agents of the e-money issuer						
Subagents of the e-money issuer						
Individuals						
Individual entrepreneurs and legal entities						

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone number \_\_\_\_\_ E-mail \_\_\_\_\_

Performer \_\_\_\_\_

surname, name, and patronymic (if any) signature, phone number

First head or a person, authorized for signing a report

surname, name, and patronymic (if any) signature, phone number

Date " \_\_\_\_ " 20 \_\_\_\_

Appendix  
 to the form of information on amount  
 of e-money in circulation and the number  
 and volume of transactions for the  
 issuance and redemption of e-money

**Explanation**

**on filling out the form of administrative data Information on the amount of e-money in circulation and the number**

**and volume of transactions for the issuance and redemption of e-money (index:11-PK, Frequency quarterly)**

**Chapter 1. General provisions**

1. These explanation determines uniform requirements on filling out the form, intended for collection of administrative data, "Information on the amount of e-money in circulation

and the number and volume of transactions for the issuance and redemption of e-money " (hereinafter referred to as the form).

2. The form has been developed in accordance with subparagraph 52-5) of part two of article 15 of the Law of the Republic of Kazakhstan dated March 30, 1995 "On the National Bank of the Republic of Kazakhstan" and subparagraph 14) of paragraph 1 of article 4 of the Law of the Republic of Kazakhstan dated July 26, 2016 "On payments and payment systems".

3. The form is drawn up on a quarterly basis by payment service providers that are e-money issuers and shall be completed as of the end of the reporting period.

4. The form shall be signed by the first head or a person, authorized for signing a report, and the performer.

5. The form shall be completed in tenge. If the transaction is performed in foreign currency, information on it shall be presented in terms of tenge at the market rate of exchange of currencies on the day of the transaction.

## **Chapter 2. Explanation on filling out the form**

6. Column 2 shall indicate the name of the e-money system, on which information is submitted,.

7. Column 3 shall indicate the amount of e-money in circulation as of the last date of the reporting quarter.

Column 3 shall be completed for agents of the e-money issuer, subagents of the e-money issuer, individuals, individual entrepreneurs and legal entities, depending on who was the e-money owner as of the last date of the reporting quarter.

8. Columns 4 and 5 shall indicate the number and amount of transactions for the issue of e-money for the reporting quarter.

Columns 4 and 5 shall be completed for agents of the e-money issuer, subagents of the e-money issuer, individuals, individual entrepreneurs and legal entities, depending on who was the e-money issued to.

Columns 4 and 5 shall not be completed for individual entrepreneurs and legal entities.

9. Columns 6 and 7 shall indicate the number and amount of transactions for the redemption of e-money for the reporting quarter.

Columns 6 and 7 shall be completed for agents of the e-money issuer, subagents of the e-money issuer, individuals, individual entrepreneurs and legal entities, depending on who was the e-money owner at the time of their redemption.

Appendix 12  
to the Rules for the Submission  
of Information on Payment Services

## **Form for the collection of administrative data**

To be filed: with the National Bank of the Republic of Kazakhstan

The administrative data form is available on the online resource:

[www.nationalbank.kz](http://www.nationalbank.kz)

**Data on the number and volume of transactions on acquisition and sale of electronic money by agents and sub-agents of the e-money issuer**

**Footnote. Appendix 12 - as reworded by the Resolution of the Board of the National Bank of the Republic of Kazakhstan dated 30.11.2020 № 139 (shall come into force from 16.12.2020); as amended by Resolution of the Board of the National Bank of the Republic of Kazakhstan № 10 of 19.02.2024 (shall be effective upon expiry of ten calendar days after the date of its first official publication).**

Administrative Data Form Index: 12-RK

Frequency: quarterly

Reporting period: as of ' \_\_\_ ' 20 \_\_\_

Reporting entities: payment service providers that are e-money issuers:

1) banks;

2) organisations engaged in certain types of banking operations.

Deadline for reporting: not later than the tenth (inclusive) day of the month following the reporting quarter. Should the tenth day of the month fall on a weekend or public holiday, the reporting deadline shall be moved to the next working day.

Form

name of the person submitting the form

Name of the e-money system	Sale of e-money by the agents of the e-money issuer		Sale of e-money by the subagents of the e-money issuer		Purchase of e-money by the agents of the e-money issuer		Purchase of e-money by the subagents of the e-money issuer	
	number of transaction s	amount (tenge)	number of transaction s	amount (tenge)	number of transaction s	amount (tenge)	number of transaction s	amount (tenge)
1	2	3	4	5	6	7	8	9

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone number \_\_\_\_\_ E-mail \_\_\_\_\_

Performer \_\_\_\_\_

surname, name, and patronymic (if any) signature, phone number

First head or a person, authorized for signing a report

\_\_\_\_\_ surname, name, and patronymic (if any) signature, phone number

Date " \_\_\_ " 20 \_\_\_

Appendix  
to the form of information on the number  
and volume of transactions for the  
purchase

## **Explanation**

**on filling out the form of administrative data Information on the number and volume of transactions for the purchase and sale of e-money by agents and subagents of the e-money issuer (index:12-PK, Frequency quarterly)**

### **Chapter 1. General provisions**

1. These explanation determines uniform requirements on filling out the form, intended for collection of administrative data, "Information on the number and volume of transactions for the purchase and sale of e-money by agents and subagents of the e-money issuer" (hereinafter referred to as the form).

2. The form has been developed in accordance with subparagraph 52-5) of part two of article 15 of the Law of the Republic of Kazakhstan dated March 30, 1995 "On the National Bank of the Republic of Kazakhstan" and subparagraph 14) of paragraph 1 of article 4 of the Law of the Republic of Kazakhstan dated July 26, 2016 "On payments and payment systems".

3. The form shall be drawn up on a quarterly basis by payment service providers that are e-money issuers and shall be completed as of the end of the reporting period.

4. The form shall be signed by the first head or a person, authorized for signing a report, and the performer.

5. The form shall be completed in tenge. If the transaction is performed in foreign currency, information on it shall be presented in terms of tenge at the market rate of exchange of currencies on the day of the transaction.

### **Chapter 2. Explanation on filling out the form**

6. Column 1 shall indicate the name of the e-money system, on which information is submitted,.

7. Columns 2 and 3 shall indicate the number and amount of transactions for the sale of e-money to individuals by agents of the issuer of e-money for the reporting quarter.

8. Columns 4 and 5 shall indicate the number and amount of transactions for the sale of e-money to individuals by subagents of the e-money issuer for the reporting quarter.

9. Columns 6 and 7 shall indicate the number and amount of transactions for the purchase of e-money from individuals by agents of the issuer of e-money for the reporting quarter.

10. Columns 8 and 9 shall indicate the number and amount of transactions for the purchase of e-money from individuals by subagents of the e-money issuer for the reporting quarter.

## Form for the collection of administrative data

To be filed: with the National Bank of the Republic of Kazakhstan  
The administrative data form is available on the online resource:  
[www.nationalbank.kz](http://www.nationalbank.kz)

### Data on accepting and making payments and (or) money transfers with and without the use of a bank account

**Footnote. Appendix 13 - as revised by Resolution of the Board of the National Bank of Kazakhstan № 10 of 19.02.2024 (shall be put into effect upon expiration of ten calendar days after the date of its first official publication).**

Administrative Data Form Index: 1-PU

Frequency: monthly

Reporting period: as of ' \_\_\_\_ ' 20 \_\_\_\_ .

Information providers: payment service providers:

- 1) banks;
- 2) organisations engaged in certain types of banking operations;
- 3) postal operators involved in postal money transfers.

Deadline for reporting: not later than the fifteenth (inclusive) day of the month following the reporting month. Should the fifteenth day of the month fall on a weekend or public holiday, the reporting deadline shall be moved to the next working day.

In the absence of payments and (or) money transfers to be reflected in the form for the reporting month, persons providing the form shall inform the National Bank of the Republic of Kazakhstan in writing not later than the fifteenth (inclusive) day of the month following the reporting month.

Document form

Environment for receiving instructions	Instruction processing environment	Sign	Identification code of the organisation (bank, non-resident bank of the Republic of Kazakhstan) of the money sender (BIK/IIC/other identifier)	Identification code of the intermediary organisation (bank, non-resident bank of the Republic of Kazakhstan) having correspondent relations with it	Identification code of the organisation (bank, non-resident bank of the Republic of Kazakhstan) of the beneficiary (BIK/IIC/other identifier)
1	2	3	4	5	6

table continued

Payment agent or sub-agent	Sender of the money			Beneficiary		
	Residence sign	Economic sector	Country	Residence sign	Economic sector	Country

Table continued

Details					
Payment destination code	Number	Amount, KZ	Payment currency code	Payment instrument	
14	15	16	17		18
Name _____			Address _____		
Contact number _____					
E-mail address _____					
Performed by _____					
surname, first name and patronymic (if any)			Signature, contact number		
First head or a person authorised by him/her to sign the report _____					
surname, first name and patronymic (if any)			Signature		

Appendix  
to the form of information on accepting  
and making payments and (or) money  
transfers with and without the use of a  
bank account

**Clarification on completing the administrative data form ‘‘Data on Receipt and Execution of Payments and (or) Money Transfers with and without Bank Account’’ (index:1-PU, periodicity: monthly) Chapter 1. General provisions**

1. This Clarification specifies uniform requirements for completing the form designed for administrative data collection “Information on Receipt and Execution of Payments and (or) Money Transfers with and without the Use of Bank Account” (hereinafter - the Form).
2. The form has been drawn up pursuant to sub-paragraph 52-5) of part two of Article 15 of the Law of the Republic of Kazakhstan “On the National Bank of the Republic of Kazakhstan” and sub-paragraph 14) of paragraph 1 of Article 4 of the Law of the Republic of Kazakhstan “On Payments and Payment Systems”.
3. The form shall be drawn up monthly by payment service providers and shall be completed as of the end of the reporting period.
4. The form shall be signed by the first manager or the person authorised by him/her to sign the report and the performer.
5. The form shall contain data on payment services rendered under sub-paragraphs 1), 2), 3), 4), 9) of paragraph 1 of Article 12 of the Law of the Republic of Kazakhstan ‘On Payments and Payment Systems’.
6. The form shall be filled in tenge. Should the payment and (or) transfer of money be made in foreign currency, information on it shall be provided in terms of tenge at the market exchange rate on the day of making the payment.

## **Chapter 2: Clarification of completion of the form**

7. Data shall be furnished by payment service providers, excluding payment agents and payment subagents, and shall be filled in with account of rendered payment services (payments and (or) money transfers) through branches and offices of persons furnishing the Form, payment agents and payment subagents.

8. The form shall contain 18 columns including the following details of the payment and (or) transfer of money:

- 1) column 1 shall indicate the environment of accepting the instruction;
- 2) column 2 shall specify the environment of processing the instruction;
- 3) column 3 shall contain the sign of the transaction;
- 4) the identification code of the organisation (bank, non-resident bank of the Republic of Kazakhstan) of the money sender shall be specified in column 4 by persons filing the Form. Individual identification code of the customer of the money sender's bank shall not be filled in

The bank identification code of the money sender's bank shall be specified when forming the Form by a bank, organisation engaged in certain types of banking operations.

When preparing the Form, the National Bank of the Republic of Kazakhstan shall include the bank identification code of the originator bank and the individual identification code of the customer of the originator bank in case of intra-bank transfer, for other payments and (or) money transfers only the bank identification code of the originator bank shall be specified.

In the absence of the bank identification code of the sender's bank in the documents based on which the payment and (or) transfer of money is made, column 4 shall not be filled in;

5) column 5 shall specify the identification code of the intermediary organisation (bank, non-resident bank of the Republic of Kazakhstan, if it is available in the scheme of payment and (or) money transfer), with which the person filing the Form has correspondent relations and through which the payment and (or) money transfer is made;

6) the identification code of the organisation (bank, non-resident bank of the Republic of Kazakhstan) of the beneficiary for payments and (or) money transfers conducted via intermediary organisation or identification code of the organisation (bank, non-resident bank of the Republic of Kazakhstan) of the beneficiary with which there are correspondent relations shall be entered in column 6 by persons submitting the Form. Individual identification code of the customer of the beneficiary bank shall not be filled in.

The bank identification code of the beneficiary's bank shall be entered when preparing the Form by the bank, organisation engaged in certain types of banking operations.

When compiling the Form, the National Bank of the Republic of Kazakhstan shall specify the bank identification code of the beneficiary bank and individual identification code of the customer of the beneficiary bank in case of intrabank transfer, for other payments and (or) money transfers only the bank identification code of the beneficiary bank shall be specified.

In the absence of the bank identification code of the beneficiary bank in the documents based thereon, column 6 shall not be filled in;

7) Column 7 shall be completed in case of reporting information on payment services rendered (including via remote access systems and electronic terminals, electronic money) through paying agents and subagents based on concluded agency agreements on rendering payment services:

in case of rendering services through payment agents 1 shall be indicated;

in case of rendering services through payment subagents it shall be recorded 2;

8) column 8 shall reflect the sign of residence of the sender of money.

Should the documents, based on which the payment and (or) transfer of money is made, lack the sign of residence of the sender of money, column 8 shall not be filled in;

9) the code of the economic sector of the money sender shall be entered in column 9.

In case of absence in the documents, based upon which the payment and (or) money transfer is made, of the code of the economic sector of the money sender, column 9 shall not be filled in;

10) Column 10 shall contain the two-digit code of the country from where the payment and (or) money transfer is initiated (the country where the bank account of the primary sender of money is opened, from which the payment and (or) money transfer is sent, or in case of money transfer without opening a bank account - the country where the money transfer is initiated by the sender of money).

Column 13 shall specify the two-digit code of the country where the payment and (or) transfer of money is sent (the country where the bank account of the final beneficiary is opened, to which the money is credited, or in case of transfer of money without opening a bank account - the country where the beneficiary receives the money).

The country code shall be entered pursuant to the national classifier of the Republic of Kazakhstan NK RK ISO 3166-1-2016 'Codes for the Representation of Names of Countries and Units of their Administrative-Territorial Units. Part 1. Codes of Countries'.

The KZ code shall be specified for payments and (or) money transfers made on the territory of the Republic of Kazakhstan;

11) the beneficiary's residence attribute shall be indicated in column 11.

In case of absence in the documents, based on which the payment and (or) money transfer is made, the beneficiary's residency attribute shall not be filled in column 11;

12) column 12 shall reflect the code of the beneficiary's economic sector.

In case of absence of the beneficiary's economic sector code in the documents based upon which the payment and (or) transfer of money is made, column 12 shall not be filled in;

13) column 14 shall show the code of payment destination.

When reflecting incoming payment and (or) transfer of money from abroad, columns 8, 9 and 14 shall be filled in by the person filing the Form based on payment documents of the

correspondent bank or international system and other documents serving as the basis for payment and (or) transfer of money.

On payment and (or) transfer of money via instant payment system:

1) the sending bank shall enter in columns 8, 9 the sign of residence and sector of economy of the sender of money, columns 11, 12 shall not be filled in, column 14 - the code of payment purpose provided for payment and (or) transfer of money via the instant payment system;

2) the beneficiary's bank shall not fill in columns 8, 9, shall specify the sign of residence and economic sector of the beneficiary in columns 11, 12, column 14 - code of payment destination depending on the type of beneficiary's activity.

Grouping of data shall be done in columns 8, 9, 10, 11, 12, 13 and 14 by one attribute of residence, economic sector, country, payment destination code, with due regard to coincidence of other parameters of transactions, payments and (or) money transfers;

14) column 15 shall reflect the number of transactions, payments and (or) money transfers for the reporting period. In case of reflection of one transaction, one payment and (or) money transfer, the column shall take the value 1. In case of coincidence of parameters of new transaction, new payment and (or) money transfer with those already available in columns 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 17 and 18, the value in this column shall be increased by 1, and the value in column 16 shall be increased by the amount of new transaction, new payment and (or) money transfer;

15) column 16 shall include the amount of transaction, payments and (or) money transfers in tenge up to two decimal places;

16) column 17 shall reflect the three-digit code of payment currency pursuant to the national classifier of the Republic of Kazakhstan NK RK 07 ISO 4217-2012 'Codes for Designation of Currencies and Funds';

17) column 18 for the sent payment and (or) money transfer shall contain one of the attributes of payment instruments envisaged by paragraph 9 of this Clarification.

9. The following attributes of a payment instrument shall apply:

01 - presentation of a payment order;

02 - presentation of a payment request;

03 - filing of collection order of the tax authority, issued to the bank account of the taxpayer having debts to the budget;

04 - presentation of a collection order of the tax authority issued to the bank account of the debtor;

05 - filing a collection order of the customs authority, issued to the bank account of a taxpayer who has debts to the budget;

06 - presenting a payment order;

07 – presentation of a collection order of a tax authority issued to the bank account of an agent in arrears with mandatory pension contributions, mandatory employer's pension contributions, mandatory occupational pension contributions;

08 - submission of a payment notification;

09 – filing a collection order of the tax authority issued to the bank account of a payer in arrears on social contributions to the State Social Insurance Fund, payments and (or) contributions to the Social Health Insurance Fund;

10 – submission of collection orders based on writs of execution;

11 - issuance of cheques for goods and services, traveller's cheques;

12 - other payment instruments;

20 - payments received.

The sign '20' shall be shown for the received payment and (or) transfer of money to be paid to the customer in cash.

Appendix 14  
to the Rules for the Submission of  
Information  
on Payment Services

A form for collecting administrative data

**“Information on Payments in Accordance with the Codes of Economic Sectors and the Purpose of Payments”**

Reporting period: for \_\_\_\_\_ 20\_\_\_\_

Index: 1-KNP

Frequency: monthly

Shall be presented to:

1) Republican State Enterprise on the Right of Economic Management "Kazakhstan Interbank Settlement Center of the National Bank of the Republic of Kazakhstan";

2) second-tier banks, the Development Bank of Kazakhstan Joint-Stock Company, the National Post Operator, a legal entity that used to be a subsidiary bank, which carries out, without a license from the National Bank of the Republic of Kazakhstan, transfers related to payments and money transfers by the parent bank, including using the correspondent account of a subsidiary bank, on bank accounts of depositors transferred to the parent bank, in accordance with the Law of the Republic of Kazakhstan dated August 31, 1995 “On Banks and Banking Activities in the Republic of Kazakhstan”;

3) the parent bank and the subsidiary bank, in respect of which the restructuring is carried out in accordance with the Law of the Republic of Kazakhstan dated August 31, 1995 “On Banks and Banking Activities in the Republic of Kazakhstan”, the bank being merged, as well as the bank to which it is being merged in accordance with the Law Of the Republic of Kazakhstan dated August 31, 1995 “On Banks and Banking Activities in the Republic of Kazakhstan”.

The form shall be submitted to: the National Bank of the Republic of Kazakhstan

Deadline for submission:

1) for the legal entity specified in subparagraph 1) of the list of persons submitting the form - monthly no later than the seventh (inclusive) day of the month following the reporting month;

2) for legal entities specified in subparagraph 2) of the list of persons submitting the form - monthly no later than the fifteenth (inclusive) day of the month following the reporting month;

3) for legal entities specified in subparagraph 3) of the list of persons submitting the form - monthly no later than the twenty first (inclusive) day of the month following the reporting month.

The form shall be drawn up by the National Bank of the Republic of Kazakhstan on payments and (or) money transfers made by the National Bank of the Republic of Kazakhstan and its customers on a monthly basis no later than the fifteenth (inclusive) day of the month following the reporting month.

If the last day of the deadline for submitting the form falls on a non-working day, the next working day after the deadline for submitting the form shall be considered. If there are no payments and (or) transfers of money to be reflected in the form for the reporting month, the persons submitting the form shall notify the National Bank of the Republic of Kazakhstan in writing about this no later than the fifteenth (inclusive) day of the month following the reporting month.

## The form

## Information on payments in accordance with the codes of economic sectors and purpose of payments

**name of the person submitting the form**

Envir onme nt	ct syste m	o 1 paym ent	y sende r	bank custo mer								perio d			transf ers
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

The first head (for the period of his absence – his deputy)

surname, name, patronymic (if any) signature

Contractor

position surname, name, patronymic signature phone number  
(if available)

Date of signing the report " \_\_\_\_ " 20 \_\_\_\_

#### Appendix

to the form intended for the  
collection of administrative data  
“Information on Payments  
in Accordance with the Codes of  
Economic Sectors  
and the Purpose of Payments”

#### **Explanation on filling out the form for collecting administrative data**

#### **“Information on Payments in Accordance with the Codes of Economic Sectors and the Purpose of Payments”**

#### **Chapter 1. General provisions**

1. This explanation determines the requirements for filling out the form intended for the collection of administrative data “Information on Payments in Accordance with the Codes of Economic Sectors and the Purpose of Payments” (hereinafter referred to as the “Form”).

2. The form has been developed in accordance with subparagraph 52-5) of the second part of Article 15 of the Law of the Republic of Kazakhstan dated March 30, 1995 “On the National Bank of the Republic of Kazakhstan” and subparagraph 14) of paragraph 1 of Article 4 of the Law of the Republic of Kazakhstan dated July 26, 2016 “On Payments and Payment Systems”.

3. The form submitted to the National Bank of the Republic of Kazakhstan (hereinafter referred to as the National Bank) by Republican State Enterprise under the Right of Economic Management "Kazakhstan Interbank Settlement Center of the National Bank of the Republic of Kazakhstan" (hereinafter referred to as the Center) shall contain the information on

payments made through the interbank money transfer system (hereinafter - the interbank system) and the interbank clearing system.

4. A form submitted by second-tier banks, the Development Bank of Kazakhstan Joint-Stock Company, the National Postal Operator, a legal entity that was previously a subsidiary bank, carrying out without a license of the National Bank transfer transactions related to payments and money transfers by the parent bank, including with subsidiary bank correspondent accounts in the bank accounts of depositors, transferred to the parent bank, in accordance with the Law of the Republic of Kazakhstan dated August 31, 1995 "On the Bank and Banking Activities in the Republic of Kazakhstan "(hereinafter - the Law on Banks and Banking Activities), a parent bank and a subsidiary bank in respect of which restructuring has been carried out in accordance with the Law on Banks and Banking Activities to be merged by a bank, as well as a bank to which it is being merged in accordance with the Law on Banks and Banking Activities (hereinafter referred to as banks) and formed by the National Bank , filled in taking into account branches and shall include the information on payments and (or) money transfers, including without opening a bank account:

- 1) posted through correspondent accounts opened with the National Bank;
- 2) conducted through payment systems, with the exception of the interbank system and the interbank clearing system (hereinafter referred to as the money transfer system) and on correspondent accounts of nostro and loro resident banks and non-resident banks, including postal money transfers carried out by the National Postal Operator;
- 3) carried out between a bank or the National Bank (hereinafter referred to as the organization) and its customer or between two customers of the organization, including money transfers made by the National Post Operator (hereinafter referred to as intra-bank transfers).

5. The form shall be filled in tenge. If the payment and (or) money transfer is made in a foreign currency, information on it shall be presented in tenge at the market currency exchange rate on the day the payment is made.

## **Chapter 2. Filling Out the Form**

6. The form submitted by the Center shall contain 16 columns, including the following information about the payment and (or) money transfer:

- 1) column 1 shall specify the attribute corresponding to the payment environment (hereinafter - the payment environment indicator):
  - 01 - interbank system;
  - 02 - interbank clearing system;
- 2) columns 2 and 3 shall not be filled out;
- 3) column 4 shall specify the bank identification code of the bank of the sender of money, the individual identification code of the customer of the bank of the sender of money is not filled out;

4) column 5 shall indicate the bank identification code of the beneficiary's bank, the individual identification code of the customer's bank of the beneficiary is not filled out;

5) column 6 shall specify the sign of residence of the sender of the money;

6) column 7 shall indicate the code of the sector of the economy of the sender of the money;

7) in columns 8 and 11, the QOL code shall be indicated;

8) in column 9 the indication of the beneficiary's residence shall be specified;

9) column 10 shall indicate the code of the sector of the beneficiary's economy;

10) column 12 shall specify the code of the purpose of payment;

11) column 13 shall indicate the number of payments and (or) money transfers for the reporting period. When reflecting one payment or money transfer, the column shall take the value 1. If the parameters of the new payment or money transfer coincide with those already available in columns 1, 4 - 12, 15 and 16, the value in this column shall increase by 1, and the value in column 14 shall increase in the amount of a new payment or money transfer;

12) column 14 shall indicate the amount of payments and (or) money transfers in tenge up to two decimal places;

13) column 15 shall specify the three-digit currency code of the KZhF payment;

14) column 16 shall indicate one of the signs of the methods of making payments and (or) money transfers provided for in paragraph 8 of this clarification: 01, 02, 03, 04, 06, 07, 08, 09, 10, 17, 18, 19.

7. The form submitted by organizations shall contain 16 columns, including the following information about the payment and (or) money transfer:

1) column 1 shall indicate the sign of the payment environment:

03 - correspondent account with the National Bank;

04 - money transfer system in the territory of the Republic of Kazakhstan;

05 - money transfer system abroad (from abroad);

06 - correspondent accounts of nostro and loro, with the exception of the correspondent account with the National Bank, within the Republic of Kazakhstan;

07 - correspondent accounts of nostro and loro, with the exception of the correspondent account with the National Bank, abroad (from abroad);

08 - intra-bank transfers;

2) column 2 shall indicate the name of the money transfer system through which the payment or money transfer was made;

3) column 3 shall specify the characteristic corresponding to the types of payment or money transfer (hereinafter referred to as the payment indicator):

01 - payment and (or) money transfer sent by the organization submitting the Form through money transfer systems;

02 - payment and (or) money transfer received by the organization submitting the Form through money transfer systems;

03 - payment and (or) money transfer sent by the organization representing the Form via the nostro correspondent account;

04 - payment and (or) money transfer received by the organization representing the Form through a nostro correspondent account;

05 - payment and (or) money transfer sent by the organization representing the Form through a loro correspondent account;

06 - payment and (or) money transfer received by the organization representing the Form through a loro correspondent account;

07 - other write-offs of money by the organization representing the Form from the nostro correspondent account;

08 - other money transfers by the organization representing the Form to the nostro correspondent account;

09 - other write-offs of money by the organization representing the Form from the loro correspondent account;

10 - other credits of money by the organization representing the Form to the loro correspondent account;

11 - intra-bank transfer. The organization representing the Form shall be both the bank of the sender of the money and the bank of the beneficiary.

Signs of payment "01" and "02" shall be filled in according to the signs of the payment environment "04", "05". Signs of payment "03" to "10" shall be filled in according to the signs of the payment environment "03", "06", "07". Sign of payment "11" shall be filled out on the basis of the environment of payment "08";

4) in column 4, banks shall indicate the bank identification code of the bank of the sender of money. The individual identification code of the customer of the bank of the sender of money shall not be filled out.

When creating the Form, the National Bank shall indicate the bank identification code of the bank of the sender of money and the individual identification code of the customer of the bank of the sender of money in case of an intra-bank transfer; for other payments and (or) money transfers, only the bank identification code of the bank of the sender of money shall be indicated.

For the payment or transfer of money received from abroad, the organization submitting the Form shall indicate the bank identification code of the bank of the sender of money, which is a non-resident of the Republic of Kazakhstan.

Based on the signs of the payment environment "04" and "05" in their absence in the documents, on the basis of which the payment is made and (or) the money is transferred, the bank identification code of the bank of the money sender, which is a non-resident of the Republic of Kazakhstan, column 4 shall not be filled out;

5) in column 5, banks shall specify the beneficiary's bank identification code. The individual identification code of the customer of the beneficiary's bank shall not be filled out.

When the Form is prepared by the National Bank, the bank identification code of the beneficiary's bank and the individual identification code of the beneficiary's bank's customer in case of an intra-bank transfer shall be indicated; for other payments and (or) money transfers, only the bank's identification code of the beneficiary's bank shall be indicated.

For the payment or transfer of money sent abroad, the organization submitting the Form shall indicate the bank identification code of the beneficiary's bank, which is a non-resident of the Republic of Kazakhstan.

According to the signs of the payment environment "04" and "05" in their absence in the documents, on the basis of which the payment and (or) money transfer is made, the bank identification code of the beneficiary's bank, which is a non-resident of the Republic of Kazakhstan, column 5 shall not be filled out;

6) column 6 shall specify the sign of residence of the sender of money.

Based on the signs of the payment environment "04" and "05" on the payment and (or) money transfer received by the organization, if the documents on the basis of which the payment and (or) money transfer are not available, column 6 shall not be filled in the information on the sender's residence ;

7) column 7 shall indicate the code of the sector of the economy of the sender of money.

According to the signs of the payment environment "04" and "05" regarding the payment and (or) money transfer received by the organization, if the documents on the basis of which the payment and (or) money transfer are not available, information about the sector of the economy of the sender of money in column 7 shall not be filled;

8) column 8 shall indicate the two-digit code of the country where the payment and (or) money transfer is initiated (the country where the bank account of the primary sender of money is opened, from which the payment is sent and (or) the money is transferred, or in the case of a money transfer without opening a bank accounts - the country in which the sender initiated the transfer of money).

Column 11 shall specify the two-digit code of the country where the payment and (or) money transfer is directed (the country where the bank account of the final beneficiary is opened to which the money is credited, or in the case of money transfer without opening a bank account - the country in which the beneficiary received the money).

The country code shall be indicated in accordance with the national classifier of the Republic of Kazakhstan NK RK 06 ISO 3166.1-2013 "Codes for the Representation of the Names of Countries and Units of Their Administrative-Territorial Units. Part 1. Country Codes".

Based on the signs of the payment environment 04, 06 and 08, columns KZ and 8 shall specify the KZ code (payments or money transfers shall be made on the territory of the Republic of Kazakhstan).

Based on the signs of payment environment 05:

according to payments or money transfers sent by the organization and other write-offs of the organization's money (payment sign 01), column KZ shall indicate the code KZ;

pursuant to received payments or money transfers received by the organization and other transfers of money to the organization (payment sign 02), column KZ shall indicate the code KZ;

9) in column 9 the indication of the beneficiary's residence shall be specified.

According to the signs of payment environment "04" and "05" for payments sent by the organization, in their absence in documents on the basis of which the payment and (or) money transfer is made, information about the residence of the beneficiary of column 9 shall not be filled out;

10) column 10 shall indicate the code of the sector of the beneficiary's economy.

Based on payment environment "04" and "05" on the payment and (or) money transfer sent by the organization, in the absence of documents on the basis of which the payment and (or) money transfer is made, information about the economic sector of the beneficiary of column 10 shall not be filled;

11) column 12 shall specify the code of the purpose of payment. When reflecting an incoming payment or money transfer from abroad to a nostro or loro correspondent account, columns 6, 7 and 12 shall be filled in by the organization submitting the Form on the basis of payment documents of the correspondent bank and other documents that serve as the basis for payment or money transfer;

12) column 13 shall indicate the number of payments and (or) money transfers for the reporting period. When reflecting one payment or money transfer, the column shall take the value 1. If the parameters of the new payment or money transfer coincide with those already available in columns 1-12, 15 and 16, the value in this column shall be increased by 1, and the value in column 14 shall be increased by the amount of the new payment or money transfer;

13) column 14 shall indicate the amount of payments and (or) money transfers in tenge up to two decimal places;

14) column 15 shall indicate the three-digit code of the payment currency;

15) in column 16 on the payment or money transfer sent, one of the signs of the methods of making payments and money transfers provided for in paragraph 8 of this clarification shall be indicated: 01, 02, 03, 04, 06, 07, 08, 09, 10, 12, 17, 18, 19.

On the received payment or money transfer, the sign "20" shall be indicated.

8. The sign of the method of making payments and money transfers shall be determined depending on the following methods of making payments and money transfers:

01 - presentation of a payment order (indicated in case of execution of payment orders of customers and a financial institution, as well as payment orders initiated by the central depository when making settlements for securities);

02 - presentation of the payment request;

03 - collection order of the state revenue body, issued to the bank account of a taxpayer who has debts to the budget;

04 - collection order of the state revenue body, issued to the bank account of the debtor;

06 - issuance of checks for goods or services, traveller's checks;

07 - collection order of the state revenue body, issued to the bank account of an agent with arrears of mandatory pension contributions, mandatory pension contributions of the employer, mandatory professional contributions;

08 - presentation of the payment notice;

09 - the collection order of the state revenue body, issued to the bank account of the payer who is in arrears in social contributions to the State Social Insurance Fund, contributions and (or) contributions to the social health insurance fund;

10 - presentation of a collection order on the basis of writ of execution;

12 - presentation of a payment order;

17 - postal money transfer;

18 - payment of taxes and other obligatory payments to the budget through ATMs;

19 - other methods of making payments or money transfers.

Appendix 15  
to the Rules for provision of information  
about payment services

**Footnote. Appendix 15 - as reworded by the Resolution of the Board of the National Bank of the Republic of Kazakhstan dated 20.07.2020 № 90 (shall come into force from 01.08.2020 ).**

#### **Form, intended for collection of administrative data**

Submitted to: the National Bank of the Republic of Kazakhstan

The form of administrative data is posted on the Internet resource: [www.nationalbank.kz](http://www.nationalbank.kz)

#### **Information on the number and volume of transactions carried out by payment organizations**

Index of the form of administrative data: 1-PO

Frequency: quarterly

Reporting period: as of " \_\_\_\_ 20 \_\_\_\_

Shall be represented by: payment organizations that passed record registration with the National Bank of the Republic of Kazakhstan

Submission date: no later than the tenth (inclusive) day of the month following the reporting quarter. If the tenth day of the month falls on a day off or a public holiday, the reporting deadline is postponed to the next working day.

Form

\_\_\_\_\_ name of the  
person submitting the form

Type of a payment service	Type of a payment	Environment of the receipt of instructions	Name of the e-money system or the payment card system	Name of the issuer of e-money or a payment card
1	2	3	4	5

table continued

Number of transactions (units)	Amount of transactions (thousand tenge)	Number of agents / subagents for payment services	Total number of paying agents / subagents
6	7	8	9

Name \_\_\_\_\_ Address \_\_\_\_\_

Phone number \_\_\_\_\_

E-mail \_\_\_\_\_

Performer \_\_\_\_\_

surname, name, and patronymic (if any) signature, telephone

First head or a person, authorized for signing a report

surname, name, and patronymic (if any) signature, telephone

Date " \_\_\_\_ " 20 \_\_\_\_

## Appendix

to the form of information on the number and volume of transactions carried out by payment organizations

### Explanation

**on filling out the form of administrative data Information on the number and volume of transactions carried out by payment organizations**

**(index:1-PO, Frequency quarterly)**

### **Chapter 1. General provisions**

1. These explanation determines uniform requirements on filling out the form, intended for collection of administrative data, "Information on the number and volume of transactions carried out by payment organizations" (hereinafter referred to as the form).

2. The form has been developed in accordance with sublcause 52-5) of part two of article 15 of the Law of the Republic of Kazakhstan dated March 30, 1995 "On the National Bank of the Republic of Kazakhstan" and subparagraph 14) of paragraph 1 of article 4 of the Law of the Republic of Kazakhstan dated July 26, 2016 "On payments and payment systems".

3. The form shall be drawn up on a quarterly basis by payment organizations that passed record registration with the National Bank of the Republic of Kazakhstan and shall be completed as of the end of the reporting period.

4. The form shall be signed by the first head or a person, authorized for signing a report, and the performer.

5. The form shall be completed in tenge. If the transaction is performed in foreign currency, information on it shall be presented in terms of tenge at the market rate of exchange of currencies on the day of the transaction.

## **Chapter 2. Explanation on filling out the form**

6. The form contains information on transactions carried out by payment organizations.

7. Column 1 shall indicate the type of a payment service.

8. Columns 2 and 3 shall be completed in case of accepting and processing payments, including when accepting cash from customers to make a payment without opening a bank account of the sender of money, when accepting from customers and processing payments made using electronic money, when processing payments initiated by the customer in electronic form (hereinafter referred to as the acceptance of payments).

Column 2 shall indicate the type of a payment.

Column 3 shall indicate the environment of the receipt of instructions.

9. Columns 4 and 5 shall be completed in case of sale (distribution) of e-money and payment cards.

Column 4 shall indicate the name of the e-money system or the payment card system.

Column 5 shall indicate the name of the issuer of e-money or a payment card.

10. Columns 6 and 7 shall indicate the number and amount of transactions:

1) in case of acceptance of payments, the number and amount of accepted and processed payments shall be indicated;

2) in case of sale (distribution) of payment cards, Column 6 the number of sold (distributed) payment cards shall be indicated, Column 7 the amount of sold payment cards shall be indicated;

3) in case of sale (distribution) of e-money, column 6 shall not be completed, Column 7 the amount of sold (distributed) e-money shall be indicated.

11. Column 8 shall indicate the number of paying agents with whom the payment organization has concluded agency agreements for the provision of payment services; the number of paying subagents with which the paying agents of the payment organization have entered into agency agreements for the provision of payment services shall be indicated through the "/" character. If the payment service is provided by the payment organization on its own, then the indicator "0" shall be indicated.

When completing Column 8, Column 1 shall indicate the type of a payment service. Column 8 shall indicate for each payment service, the number of paying agents and subagents, representing such a service. When indicating in Column 1 the type of a payment service provided for in subparagraph 9) of paragraph 1 of article 12 of the Law of the Republic of Kazakhstan dated July 26, 2016 "On payments and payment systems", Column 8 shall indicate indicator "0".

12. Column 9 shall indicate the total number of paying agents with whom the payment organization has concluded agency agreements for the provision of payment services, the "/" character shall indicate the number of paying subagents with which paying agents of the payment organization have concluded agency agreements for the provision of payment services.

The total number of paying agents and subagents of a payment organizations shall be indicated Column 9 line 1, other lines Column 9 shall not be completed.

Appendix 16  
to the Rules for provision of information  
about payment services

**Footnote. The Rules were amended with Appendix 16 in accordance with the Resolution of the Board of the National Bank of the Republic of Kazakhstan dated 20.07.2020 № 90 (shall come into force from 01.08.2020).**

#### **Form, intended for collection of administrative data**

Submitted to: the National Bank of the Republic of Kazakhstan

The form of administrative data is posted on the Internet resource: [www.nationalbank.kz](http://www.nationalbank.kz)

#### **Information on the measures taken to combat the legalization (laundering) of proceeds from crime and the financing of terrorism**

Index of the form of administrative data: 2-PO

Frequency: semi-annual

Reporting period: as of " \_\_ " 20 \_\_

Shall be represented by: payment organizations that passed record registration with the National Bank of the Republic of Kazakhstan

Submission date: on a semi-annual basis, no later than the tenth (inclusive) day of a month following the reporting half a year. If the tenth day of the month falls on a day off or a public holiday, the reporting deadline is postponed to the next working day.

Form

\_\_\_\_\_ name of  
the person submitting the form

Measures aimed at countering the legalization (laundering) of proceeds from crime and the financing of terrorism	Quantity	Date (dd.mm.yyyy.)	Transaction suspiciousness indicator code
1	2	3	4

table continued

Grounds for refusal to carry out an transaction	Decision of the authorized body for financial monitoring	Type of a payment service	Type of a payment

Name \_\_\_\_\_ Address \_\_\_\_\_  
 Phone number \_\_\_\_\_  
 E-mail \_\_\_\_\_  
 Performer \_\_\_\_\_

surname, name, and patronymic (if any) signature, telephone  
 First head or a person, authorized for signing a report

surname, name, and patronymic (if any) signature, telephone  
 Date " \_\_\_\_ " 20 \_\_\_\_  
 E-mail \_\_\_\_\_  
 Performer \_\_\_\_\_

Appendix  
 to the form of information on the measures taken to combat the legalization (laundering) of proceeds from crime and the financing of terrorism

### **Explanation**

**on filling out the form of administrative data Information on the measures taken to combat the legalization**

**(laundering) of proceeds from crime and the financing of terrorism (index:PO-2, Frequency semi-annual)**

### **Chapter 1. General provisions**

1. This explanation (hereinafter referred to as the Explanation) shall determine the uniform requirements on completion of the form intended for the collection of administrative data, "Information on the measures taken to combat the legalization (laundering) of proceeds from crime and the financing of terrorism" (hereinafter referred to as the form).

2. The form has been developed in accordance with subparagraph 52-5) of part two of article 15 of the Law of the Republic of Kazakhstan dated March 30, 1995 "On the National Bank of the Republic of Kazakhstan" and subparagraph 14) of paragraph 1 of article 4 of the Law of the Republic of Kazakhstan dated July 26, 2016 "On payments and payment systems".

3. The form shall be drawn up on a semi-annual basis by payment organizations registered with the National Bank, and shall be completed according to the measures taken to combat the legalization (laundering) of proceeds from crime and the financing of terrorism (hereinafter referred to as the LLPCFT) for the reporting half a year.

In the absence of measures taken towards LLPCFT during the reporting half-year, the form shall be submitted with blank columns.

4. The form shall be signed by the first head or a person, authorized for signing a report, and the performer.

## **Chapter 2. Explanation on filling out the form**

5. The form contains information on measures, aimed at LLPCFT taken by a payment organization.

6. Column 1 shall indicate the following measures, aimed at LLPCFT:

1) identification of suspicious transactions and sending messages on them to the authorized body for financial monitoring;

2) making decisions on refusal to carry out customer transactions;

3) assessing the degree of exposure of the organization's services (products) to the risks of legalization (laundering) of proceeds from crime and financing of terrorism;

4) training and education of employees on LLPCFT issues.

7. When completing information on the measure, provided for in subparagraph 1) of paragraph 6 of the Explanation:

1) Column 2 shall indicate the number of suspicious transactions;

For column 2, the data shall be grouped by quantity, taking into account the coincidence of indicators in other completed columns.

2) Column 3 shall indicate the date of performance of the suspicious transaction;

3) Column 4 shall indicate the transaction suspiciousness indicator code in accordance with the indicators of determining a suspicious transaction, approved by the resolution of the Government of the Republic of Kazakhstan dated November 23, 2012 № 1484;

4) column 5 shall not be completed;

5) Column 6 shall indicate the decision of the authorized body for financial monitoring based on the results of consideration of the sent message;

In case of failure of the authorized body for financial monitoring of the decision, the column shall not be completed.

6) Column 7 shall indicate the type of payment service, within the framework of which a suspicious transaction was detected;

7) Column 8 shall indicate the type of payment, within the framework of which a suspicious transaction was detected.

8. When completing the information about the measure provided for in subclaise 2) of paragraph 6 of the Explanation:

1) Column 2 shall indicate the number of decisions on refusal from carrying out transactions of the customers;

For column 2 the data shall be grouped by quantity, taking into account the coincidence of indicators in other completed columns.

2) Column 3 shall indicate the date of the decision on refusal from carrying out transactions of the customers;

3) column 4 shall not be completed;

- 4) Column 5 shall indicate the grounds for the decision on refusal from carrying out transactions of the customers;
- 5) column 6 shall not be completed;
- 6) Column 7 shall indicate the type of payment service, within the framework of which it was decided to refuse to carry out customer transactions;
- 7) Column 8 shall indicate the type of a payment, within the framework of which it was decided to refuse to carry out customer transactions.

9. When completing the information about the measure provided for in subclaise 3) of paragraph 6 of the Explanation:

- 1) column 2 shall not be completed;
- 2) Column 3 shall indicate the number (if any) and date of the document issued by the payment organization, based on the results of the annual assessment of the degree of exposure of the organization's services (products) to the risks of legalization (laundering) of proceeds from crime and financing of terrorism;
- 3) Columns 4, 5 and 6 shall not be completed;
- 4) Column 7 shall indicate the type of payment service, which, within the framework of the assessment, was assigned the highest level of risk of legalization (laundering) of proceeds from crime and financing of terrorism;
- 5) Column 8 shall indicate the type of payment, which, within the framework of the assessment, was assigned the highest level of risk of legalization (laundering) of proceeds from crime and financing of terrorism.

10. When completing the information about the measure provided for in subclaise 4) of paragraph 6 of the Explanation:

- 1) Column 2 shall indicate the number of employees of a payment organization, who passed training in the reporting period;
- 2) Column 3 shall indicate the date of completion of the latest training in the reporting period;
- 3) Columns 4, 5, 6, 7 and 8 shall not be completed.

Appendix 17  
to the Rules for submitting  
information on payment services

Form  
intended for collecting administrative data

**Footnote. The Rules have been supplemented by Appendix 17 in accordance with Resolution № 6 of the National Bank of the Republic of Kazakhstan dated 20.02.2025 (shall be enforced from 01.06.2025).**

Submitted to: the National Bank of the Republic of Kazakhstan  
Form, intended for collecting administrative data free of charge, is posted on the Internet resource: [www.nationalbank.kz](http://www.nationalbank.kz).

Name of the administrative form: Information on cross-border transactions (incoming)

Index of the form intended for collecting administrative data free of charge: 3-PO

Frequency: quarterly

Reporting period: as of " \_\_\_\_" 20 \_\_\_\_

The circle of persons submitting the form intended for collecting administrative data free of charge: payment organizations that have undergone accounting registration with the National Bank of the Republic of Kazakhstan

Submission deadline: no later than the tenth (inclusive) day of the month following the reporting quarter. If the tenth day of the month falls on a weekend or holiday, the reporting deadline shall be extended to the next business day.

IIN/BIN													
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Collecting method: electronically

Form

**The main part of the form, intended for collecting administrative data free of charge**

**Information on cross-border transactions (incoming)**

Type of payment service	Type of operation	Sender of money (non-resident of the Republic of Kazakhstan)	Country of money sender	Recipient of money	Recipient country of money	Payment services intermediary between the payment organization and the sender of money (if any)	The country of the payment services intermediary between the payment organization and the sender of money (if any)	Payment service intermediary between the payment organization and the supplier of goods and services (if any)	The country of the payment service intermediary between the payment organization and the supplier of goods and services	Number of operations (units)	Amount of settlement (thousand tenges)	Amount in current currency	Currency code of transactions
1	2	3	4	5	6	7	8	9	10	11	12	13	14

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Email address \_\_\_\_\_

Executor \_\_\_\_\_

surname, first name, and patronymic (if any) signature, telephone number

Head or person performing his/her duties \_\_\_\_\_  
surname, first name, and patronymic (if any) signature, telephone number  
Form

Appendix  
to Appendix 17 to the Rules  
for submitting information  
on payment services

## **Explanation on filling out the form intended for collecting administrative data free of charge**

### **Information on cross-border transactions (incoming)**

**(index: 3-PO; frequency: quarterly)**

#### **Chapter 1. General provisions**

1. This explanation shall determine the unified requirements for filling out the form intended for collecting administrative data, “Information on cross-border transactions (incoming)” (hereinafter - the Form).
2. The form has been developed in accordance with subparagraph 52-5) of part two of Article 15 of the Law of the Republic of Kazakhstan “On the National Bank of the Republic of Kazakhstan” and subparagraph 14) of paragraph 1 of Article 4 of the Law of the Republic of Kazakhstan “On Payments and Payment Systems”.
3. The form shall be prepared quarterly by payment organizations that have undergone accounting registration with the National Bank of the Republic of Kazakhstan and shall be filled out as of the end of the reporting period.
4. The form shall be signed by the first head or the person assigned the function of signing the report, and the executor.

#### **Chapter 2. Explanation on filling out the Form**

5. The form contains information on incoming cross-border transactions (including transit transactions) carried out by payment organizations;
6. Column 1 indicates the type of payment service;
7. Column 2 indicates the type of operation according to the reference book;
8. Column 3 indicates the sender of the money;
9. Column 4 indicates the country of the money sender in accordance with the national classifier of the Republic of Kazakhstan NK RK ISO 3166-1-2016 “Codes for the representation of names of countries and units of their administrative-territorial subdivisions. Part 1. Country codes”;
10. Column 5 indicates the recipient of the money;
11. Column 6 indicates the recipient country of the money in accordance with the national classifier of the Republic of Kazakhstan NK RK ISO 3166-1-2016 “Codes for the representation of names of countries and units of their administrative-territorial subdivisions. Part 1. Country codes”;

12. Columns 7 and 8 are filled in if there is an intermediary – a payment service provider (including a foreign one) between the payment organization and the sender of the money.

The country code shall be indicated in accordance with the national classifier of the Republic of Kazakhstan NK RK ISO 3166-1-2016 “Codes for the representation of names of countries and units of their administrative-territorial subdivisions. Part 1. Country codes”;

13. Columns 9 and 10 are filled in if there is an intermediary - a payment service provider (including a foreign one) between the payment organization and the supplier of goods and services.

The country code is indicated in accordance with the national classifier of the Republic of Kazakhstan NK RK ISO 3166-1-2016 “Codes for the representation of names of countries and units of their administrative-territorial subdivisions. Part 1. Country codes”;

14. Columns 11 and 12 indicate the number and amount of payments accepted in thousands of tenge;

15. Columns 13 and 14 indicate the transaction amount in the settlement currency and the foreign currency code;

The payment currency code shall be indicated in accordance with the national classifier of the Republic of Kazakhstan NK RK 07 ISO 4217-2012 “Codes for designating currencies and funds”;

16. If the transaction is related to money transfers and replenishment of payment cards of individuals, the information shall be provided in aggregated form with the indication “Individual” in columns 3 and 5.

Appendix 18  
to the Rules for submitting  
information on payment services

Form

intended for collecting administrative data

**Footnote. The Rules have been supplemented by Appendix 18 in accordance with Resolution № 6 of the National Bank of the Republic of Kazakhstan dated 20.02.2025 (shall be enforced from 01.06. 2025).**

Submitted to: the National Bank of the Republic of Kazakhstan

Form, intended for collecting administrative data free of charge, is posted on the Internet resource: [www.nationalbank.kz](http://www.nationalbank.kz).

Name of the administrative form: Information on cross-border transactions (outgoing)

Index of the form intended for collecting administrative data free of charge: 4-PO

Frequency: quarterly

Reporting period: as of " \_\_\_\_ " 20 \_\_\_\_

The circle of persons submitting the form intended for collecting administrative data free of charge: payment organizations that have undergone accounting registration with the National Bank of the Republic of Kazakhstan.

Submission deadline: no later than the tenth (inclusive) day of the month following the reporting quarter. If the tenth day of the month falls on a weekend or holiday, the reporting deadline shall be extended to the next business day.

IIN/BIN												
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Collecting method: electronically  
Form

**The main part of the form intended for collecting administrative data free of charge  
Information on cross-border transactions (outgoing)**

Type of payment service	Type of operation	Sender of money	Country of the sender	Recipient of funds (non-resident of the Republic of Kazakhstan)	Recipient country of money	Payment service's intermediary between the payment service and the sender of money (if any)	The country of the payment intermediary between the payment service and the sender of money (if any)	Payment service's intermediary between the payment service and the organization and the sender of money (if any)	The country of the payment intermediary between the payment service and the organization and the sender of money (if any)	Payment service's intermediary between the payment service and the supplier of goods and services (if any)	The country of the payment intermediary between the payment service and the supplier of goods and services (if any)	Number of operations (units)	Amount of transactions (thousand tenges)	Amount in settlement currency	Current code of transactions
1	2	3	4	5	6	7	8	9	10	11	12	13	14		

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Email address \_\_\_\_\_

Executor \_\_\_\_\_

surname, first name, and patronymic (if any) signature, telephone number

Head or person performing his/her duties \_\_\_\_\_

\_\_\_\_\_ surname, first name, and patronymic (if any) signature, telephone number

Form

## **Explanation on filling out the form intended for collecting administrative data free of charge**

### **Information on cross-border transactions (outgoing)**

#### **(index: 4-PO; frequency: quarterly) Chapter 1. General provisions**

1. This explanation shall determine the unified requirements for filling out the form intended for collecting administrative data, "Information on cross-border transactions (outgoing)" (hereinafter - the Form).
2. The form has been developed in accordance with subparagraph 52-5) of part two of Article 15 of the Law of the Republic of Kazakhstan "On the National Bank of the Republic of Kazakhstan" and subparagraph 14) of paragraph 1 of Article 4 of the Law of the Republic of Kazakhstan "On Payments and Payment Systems".
3. The form shall be prepared quarterly by payment organizations that have undergone accounting registration with the National Bank of the Republic of Kazakhstan and shall be filled out as of the end of the reporting period.
4. The form shall be signed by the first head or the person assigned the function of signing the report, and the executor.

### **Chapter 2. Explanation for filling out the Form**

5. The form contains information on outgoing cross-border transactions (including transit transactions) carried out by payment organizations;
6. Column 1 indicates the type of payment service;
7. Column 2 indicates the type of operation according to the reference book;
8. Column 3 indicates the sender of the money;
9. Column 4 indicates the country of the money sender in accordance with the national classifier of the Republic of Kazakhstan NK RK ISO 3166-1-2016 "Codes for the representation of names of countries and units of their administrative-territorial subdivisions. Part 1. Country codes";
10. Column 5 indicates the recipient of the money;
11. Column 6 indicates the recipient country of the money in accordance with the national classifier of the Republic of Kazakhstan NK RK ISO 3166-1-2016 "Codes for the representation of names of countries and units of their administrative-territorial subdivisions. Part 1. Country codes";
12. Columns 7 and 8 shall be filled in if there is an intermediary – a payment service provider (including a foreign one) between the payment organization and the sender of the money.

The country code shall be indicated in accordance with the national classifier of the Republic of Kazakhstan NK RK ISO 3166-1-2016 "Codes for the representation of names of countries and units of their administrative-territorial subdivisions. Part 1. Country codes";

13. Columns 9 and 10 shall be filled in if there is an intermediary - a payment service provider (including a foreign one) between the payment organization and the supplier of goods and services.

The country code shall be indicated in accordance with the national classifier of the Republic of Kazakhstan NK RK ISO 3166-1-2016 “Codes for the representation of names of countries and units of their administrative-territorial subdivisions. Part 1. Country codes”;

14. Columns 11 and 12 indicate the number and amount of payments accepted in thousands of tenge;

15. Columns 13 and 14 indicate the transaction amount in the settlement currency and the foreign currency code;

The payment currency code shall be indicated in accordance with the national classifier of the Republic of Kazakhstan NK RK 07 ISO 4217-2012 “Codes for designating currencies and funds”;

16. If the transaction is related to money transfers and replenishment of payment cards of individuals, the information shall be provided in aggregated form with the indication “Individual” in columns 3 and 5.

Appendix 19  
to the Rules for  
submitting information  
on payment services

Form

intended for collecting  
administrative data

**Footnote. The Rules have been supplemented by Appendix 19 in accordance with Resolution № 6 of the National Bank of the Republic of Kazakhstan dated 20.02.2025 (shall be enforced from 01.06.2025).**

Submitted to: the National Bank of the Republic of Kazakhstan

Form, intended for collecting administrative data free of charge, is posted on the Internet resource: [www.nationalbank.kz](http://www.nationalbank.kz).

Name of the administrative form: Information on planned and unplanned (failures) in the operation of the information system that occurred during the reporting period

Index of the form intended for collecting administrative data free of charge (short alphanumeric expression of the form name): 1-FPS

Frequency: quarterly

Reporting period: as of " \_\_\_\_ " \_\_\_\_\_ 20 \_\_\_\_

The circle of persons submitting the form intended for collecting administrative data free of charge:

- 1) second-tier banks, branches of non-resident banks of the Republic of Kazakhstan;
- 2) national postal operator.

Submission deadline: no later than the tenth (inclusive) day of the month following the reporting quarter. If the tenth day of the month falls on a weekend or holiday, the reporting deadline shall be extended to the next business day.

IIN/BIN										
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Collecting method: electronically  
Form

**The main part of the form, intended for collecting administrative data free of charge  
Information on planned and unscheduled downtimes (failures) in the operation of the information system that occurred during the reporting period**

No	Date and time of the start of the downtime (dd/mm/yyyy hh:mm)	Date and time of the end of downtime (dd/mm/yyyy hh:mm)	Downtime planned/unscheduled)	Type of service for which access was interrupted	Cause of failure
1	2	3	4	5	6

continuation of the table

Name of the information system	Total downtime (failure) in minutes	Actions taken	Result of elimination	Note
7	8	9	10	11

Name \_\_\_\_\_ Telephone \_\_\_\_\_

Email address \_\_\_\_\_

Executor \_\_\_\_\_

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

Head or person performing his/her duties \_\_\_\_\_

\_\_\_\_\_ surname, first name, and patronymic (if any) signature, telephone

Form

Appendix to the Appendix  
to the Requirements for the security and  
continuity of operation of information  
systems

of banks, branches of non-resident banks  
of the Republic of Kazakhstan and  
organizations  
carrying out certain types of banking  
operations

**Explanation on filling out the form intended for collecting administrative data free of charge  
Information on planned and unplanned downtimes (failures) in the operation of the information**

**system that occurred during the reporting period  
(index: 1-FPS; frequency: quarterly) Chapter 1. General provisions**

1. This explanation shall determine the unified requirements for filling out the form intended for collecting administrative data, "Information on planned and unplanned downtime (failures) in the operation of the information system that occurred during the reporting period" (hereinafter - the Form).

2. The form has been developed in accordance with subparagraph 85) of part two of Article 15 of the Law of the Republic of Kazakhstan "On the National Bank of the Republic of Kazakhstan".

3. The form shall be compiled quarterly by banks and the national postal operator and includes information on downtime (failures) in the operation of the bank's information system designed to provide electronic banking services that occurred during the reporting quarter.

If there are no downtimes (failures) in the operation of the information system during the reporting period, the form shall be submitted with blank columns.

4. The form shall be signed by the first head or the person assigned the function of signing the report, and the executor.

**Chapter 2. Explanation on filling out the Form**

5. Column 1 indicates the serial number;
6. Column 2 indicates the date and time of the start of the downtime;
7. Column 3 indicates the date and time of the end of the downtime;
8. Column 4 indicates the type of downtime: planned or unplanned;
9. Column 5 indicates the type of service for which access was interrupted due to failures or downtime;
10. Column 6 indicates the cause of the failure or downtime;
11. Column 7 indicates the name of the information system in which the failure or downtime occurred;
12. Column 8 indicates the total downtime (failure) in minutes;
13. Column 9 indicates the actions taken to eliminate the failure or downtime;
14. Column 10 indicates the result of the actions taken to eliminate the failure or downtime;
15. In column 11, if necessary, a note is indicated.

Appendix  
to Resolution of the Board of the  
National Bank of the  
Republic of Kazakhstan  
№ 213 dated August 31, 2016

**The list of  
certain repealed resolutions of the Board of the National Bank of the  
Republic of Kazakhstan**

1. Resolution of the Board of the National Bank of the Republic of Kazakhstan № 16 dated March 29, 2010 "On Approval of the Rules for the Submission of Information on Payments and Money Transfers Made Through Electronic Terminals and Remote Access Systems, as well as Using Electronic Money" (registered with the Register of State Registration of Regulatory Legal Acts under № 6217, published on October 13, 2010 in the newspaper "Kazakhstanskaya Pravda" № 270 (26331).

2. Resolution of the Board of the National Bank of the Republic of Kazakhstan № 268 dated August 24, 2012 "On Amendments and Additions to Resolution of the Board of the National Bank of the Republic of Kazakhstan № 16 dated March 29, 2010 " On Approval of the Rules for the Submission of Information on Payments and Money Transfers Made via Electronic Terminals and Remote Access Systems" (registered with the Register of State Registration of Regulatory Legal Acts under № 7959, published on December 8, 2012 in the newspaper "Kazakhstanskaya Pravda "№ 427-428 (2724 6-27247).

3. Resolution of the Board of the National Bank of the Republic of Kazakhstan dated July 11, 2014 "On Amendments and Additions to Resolution of the Board of the National Bank of the Republic of Kazakhstan № 16 dated March 29, 2010 " On Approval of the Rules for the Submission of Information on Payments and Money Transfers Made via Electronic Terminals and Remote Access Systems, as well as Using Electronic Money" (registered with the Register of State Registration of Regulatory Legal Acts under № 9702, published on October 22, 2014 in the newspaper "Yuridicheskaya Gaset" № 159 (2727).