



On approval of the List of senior management positions in operational investigative units of national revenue authorities (economic investigation service), replaced on a competitive basis, the Rules and Conditions of the competition for higher senior positions in operational investigative units of national revenue authorities (economic investigation service)

Invalidated Unofficial translation

Order of the Minister of Finance of the Republic of Kazakhstan dated September 28, 2018 No. 868. Registered with the Ministry of Justice of the Republic of Kazakhstan on October 23, 2018 No. 17586. Abolished by the Order of the Chairman of the Financial Monitoring Agency of the Republic of Kazakhstan dated January 06, 2022 No. 9

Unofficial translation

Footnote. Abolished by the Order of the Chairman of the Financial Monitoring Agency of the Republic of Kazakhstan dated January 06, 2022 No. 9 (effective ten calendar days after the date of its first official publication).

In accordance with paragraph 1-1 of Article 33 of the Law of the Republic of Kazakhstan dated January 6, 2011 “On the Law Enforcement Service” I hereby ORDER:

1. To approve the attached:

1) The list of senior management positions in the operational investigative units of national revenue authorities (economic investigation service), replaced on a competitive basis, in accordance with Annex 1 to this order;

2) Rules and Conditions of the competition for higher senior positions in the operational investigative units of national revenue authorities (economic investigation service) according to Annex 2 to this order.

2. In accordance with the procedure established by the legislation of the Republic of Kazakhstan, the State Revenue Committee of the Ministry of Finance of the Republic of Kazakhstan (Tegenbayev A.M.), shall:

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

2) within ten calendar days of the state registration of this order, send it in Kazakh and Russian to the Republican State Enterprise with the Right of Economic

Management “Republican Center of Legal Information” for its official publication and inclusion into the Reference Control Bank of Regulatory Legal Acts of the Republic of Kazakhstan;

3) place this order on the website of the Ministry of Finance of the Republic of Kazakhstan;

4) within ten working days of the state registration of this order with the Ministry of Justice of the Republic of Kazakhstan, submit the information on the implementation of measures, provided for in subparagraphs 1), 2), 3) of this paragraph to the Legal Department of the Ministry of Finance of the Republic of Kazakhstan.

3. This order shall take effect ten calendar days after the day of its first official publication.

*Minister of Finance
of the Republic of Kazakhstan*

A. Smailov

Annex 1
to order No. 868 of the
Minister of Finance of the
Republic of Kazakhstan
dated September 28, 2018

The List of senior management positions in operational investigative units of national revenue authorities (economic investigation service), replaced on a competitive basis

In the territorial bodies of the State Revenue Committee of the Ministry of Finance of the Republic of Kazakhstan (economic investigation service) replaced on a competitive basis:

the head of department.

Annex 2
to order No. 868 of the
Minister of Finance of the
Republic of Kazakhstan
dated September 28, 2018

Rules and conditions of competition for higher senior personnel in operational investigative units of national revenue authorities (economic investigation service)

Chapter 1. General provisions

1. These Rules and Conditions of competition for higher senior personnel in operational investigative units of national revenue authorities (economic investigation service)(hereinafter referred to as the Rules) have been developed in accordance with paragraph 1-1 Article 33 of the Law of the Republic of Kazakhstan “On Law Enforcement Service” (hereinafter referred to as the Law) and establish terms and procedure of the competition for higher senior personnel in economic investigation service (hereinafter referred to as the EIS).

2. The competition shall be held by national revenue authorities in regions, cities of republican significance, the capital city), having vacant and temporarily vacant positions (hereinafter referred to as the Vacant positions) in accordance with the List of senior management positions in the EIS replaced on a competitive basis.

3. The competition shall consist of the following:

1) an internal competition – competition among the EIS employees (hereinafter referred to as the Internal competition);

2) an interdepartmental competition – competition among other law enforcement employees (hereinafter referred to as the Interdepartmental competition).

4. In the absence of candidates received a positive opinion of the competition commission at the internal competition, an interdepartmental competition shall be held.

5. The main criteria for the selection of candidates for vacant senior personnel shall be:

the compliance with the qualification requirements approved by paragraph 3 of article 29 of the Law, professional and personal qualities;

the performance results.

6. In cases of reorganization or liquidation of national revenue authority, the announced competition shall be subject to cancellation at any stage with mandatory notification of this on the Internet resources of national revenue authorities.

Chapter 2. Formation of the competition commission

7. For announcement and holding competition the National Revenue Authorities shall form a competition commission to select candidates for higher senior positions (hereinafter referred to as the Competition Commission) a Chairman and the members of which shall be approved by the head of National Revenue Authority, who has the right to appoint to the relevant position.

8. The Competition Commission shall consist of no less than 5 (five) members, including the Chairman. In this case, the members of the competition commission shall include representatives of the internal security service, personnel service and structural subdivisions for which vacancies a competition is being held.

9. A secretary of the commission shall be a representative of personnel service, shall provide organizational support for its work and shall not participate in vote.

10. The decision of the competition commission shall be the ground for occupying a higher senior position or refusing to be appointed to the relevant position.

Chapter 3. Procedure and Conditions of the internal competition

11. Announcement of an internal competition shall be published on the Internet resource of the national revenue authorities.

12. According to Annex 1 of these Rules the application for participation in the competition shall be submitted to the personnel department no later than 3(three) working days after the day of announcement publication on the Internet resource of national revenue authorities.

A copy of the candidate's identity document shall be attached to the application.

Scanned copies of documents shall be sent to the e-mail of personnel department. If it is found impossible to submit documents handed, the originals of named above documents shall be submitted no later than two hours before the start of the interview.

13. In the case of submission of incomplete set of documents, as well as with violation of the deadline specified in paragraph 12 of these Rules, a candidate shall not be allowed to participate in the competition.

14. For information about compromising materials on candidates, the personnel department, within 1 (one) working day after ending of accepting documents, shall form the lists of candidates and shall send them for inspection to the internal security service of the national revenue authority.

15. The internal security service of the national revenue authority, no later than 3 (three) working days after receiving the list of candidates, shall send the relevant information to the personnel department.

16. According to results of consideration of the submitted documents, the competition commission, within 1 (one) working day after receiving information from the internal security service, shall make decisions on admission of candidates to the interview.

17. The schedule of interview and the list of candidates admitted to the interview shall be posted on the Internet resource of the national revenue authorities no later than 2 (two) working days after the decision of the competition commission on admission of candidate to the interview.

Chapter 4. Procedure and conditions of interdepartmental competition

18. The announcement of interdepartmental competition shall be published on the Internet resource of authorized body for civil service affairs.

19. For participation in the competition, no later than 3(three) working days after the day of the announcement publication on the Internet resource of authorized body for civil service affairs, an application shall be submitted to the personnel department according to Annex 1 of these Rules.

A personal record sheet shall be attached thereto pursuant to the form, according to Annex 2 to these Rules as well as a copy of identity document of a candidate.

Scanned copies of documents shall be sent to the e-mail of personnel service. If it is found impossible to submit documents handed, the originals of named above documents shall be submitted no later than two hours before the start of interview.

20. In the case of submission of an incomplete set of documents, as well as with violation of the deadline specified in paragraph 19 of these Rules, a candidate shall be prohibited to participate in the competition.

21. For information about compromising materials on candidates, the personnel department, within 1 (one) working day after ending of accepting documents, shall form the lists of candidates and shall send them for inspection to the internal security service of the national revenue authority (other law enforcement agencies).

22. The internal security service of the national revenue authority (other law enforcement agencies), no later than 3 (three) working days after receiving the list of candidates, shall send the relevant information to the personnel department.

23. According to the results of consideration of the submitted documents, the competition commission, within 1 (one) working day after receiving information from the internal security service, shall make decisions on admission of candidates to the interview.

24. The schedule of interview and the list of candidates admitted to the interview shall be posted on the Internet resource of the national revenue authorities, no later than 2 (two) working days after the decision of the competition commission on admission of candidate to the interview.

Chapter 5. Interview Procedure

25. Candidates shall be interviewed by the competition commission of the national revenue authority, no later than 3 (three) working days after official publication of the list of candidates admitted to the interview.

26. The purpose of the interview shall be to assess professional, business and personal qualities of candidates.

27. The competition commission shall form a list of questions for each announced higher senior position, asked in equal amount to candidates applying for the same position.

28. Candidates admitted to the interview, shall pass it in the national revenue authority or via video conferencing in accordance with the schedule posted on the Internet resource of the national revenue authorities.

29. The interview with the candidates shall be documented in the form of protocol and recorded using technical means of recording (audio and (or) video).

30. The protocol of the interview with candidate shall be signed by the chairman, members and secretary of the competition commission.

A note about application of technical means of recording by the competition commission shall be made in the protocol of meeting of the competition commission.

31. Materials recorded during the interview with the help of technical devices shall be stored in the personnel department for at least 3 (three) months from the date of completion of the competition.

32. A candidate shall receive a positive opinion of the competition commission, in case he/she is voted for by the majority of those present from the competition commission.

In case of equality of votes, the vote of the chairman of the competition commission shall be decisive.

33. Following the results of the interview, the competition commission shall make one of the following decisions:

- 1) recommend for appointment to the announced higher senior position;
- 2) refuse in appointment to the announced higher senior position.

34. The list of candidates recommended for the appointment to announced higher senior positions shall be posted on the Internet resource of the national revenue authorities no later than 2 (two) working days after the day of the interview.

35. The head of the national revenue authority shall make a decision on the appointment of a candidate recommended by the competition commission to a higher senior position within 5 (five) working days from the date of the interview.

Chapter 6. Final provisions

36. The decision of the competition commission may be appealed to a higher national revenue body (superior official) or to a court.

Annex 1
to the Rules and Conditions of
competition for senior personnel
positions in operational
investigative units of the national
revenue authorities (economic
investigation service)
Document form

name of the national revenue
authority

Application form

I hereby request you to allow to participate in the competition for a higher senior positions

I am aware and undertake to comply with the basic requirements of the Rules of the competition for higher senior positions in operational investigative units of national revenue authorities (economic investigation service).

I hereby assume responsibility for authenticity of the submitted documents and accuracy of the information specified in Personal data sheet.

Enclosed documents

2) _____

Signature, last name, first name and patronymic (if any)

" ____ " _____ 20 ____

Annex 2
to the Rules and Conditions of
competition for senior personnel in
operational investigative units of
national revenue authorities
(economic investigation service)
Form
Фотосуретке арналған орын
Space for photograph(3x4)

Кадр есебі жгніндегі жеке
І С П А Р А С Ы
PERSONAL DATA SHEET

1. Тегі _____

имя әкесінің аты(бар болған жағдайда)

Last name _____

First name _____

patronymic (if any)

2. _____

тегіңізді, атыңызды, әкеңіздің атын (бар болған жағдайда) өзгерткен болсаңыз , қашан, қайда және қандай себеппен өзгерткеніңізді көрсетіңіз

if last name, first name or patronymic (if any)were changed, indicate them, as well as time and reason of change

3. Жынысы _____ Sex

4. Туған күні, айы және жылы _____ year and date of birth

5. Туған жері _____

Birth place

((село, ауыл, қала, аудан, облыс, өлке, республика)

(settlement, village, city, district, region, province, republic)

6. Ұлты _____

Nationality

7. Азаматтық _____

Citizenship

8. Білімі _____

Education

Оқу орнының атауы және оның тұрған жері Name and location of educational institution	Түскен жылы Year of entry	Бітірген немесе шыққан жылы Year of graduation or quit	Бітірмесе, қай курстан кетті If not graduated, the course quitted	Қандай мамандық бойынша білім алды Specialty of education	Оқу орнын бітірген соң, кім болып шықты, диплом немесе куәлік нөмірін көрсету керек The qualifications awarded after graduation, number of diploma or certificate
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9. Қандай шетел тілдерін білесіз _____

Foreign languages skills (оқи аласыз ба, әлде сөздікпен аударар аласыз ба,

(you can read and translate with dictionary, you can read and can explain yourself

әлде түсінісе аласыз ба, еркін сөйлейсіз бе),fluent)

10. Ғылыми дәреженіз, ғылыми атағыңыз _____

Academic degree, academic title (қашан берілген, дипломдарыңыздың нөмірі)

(when awarded, diploma numbers)

11. Қандай ғылыми еңбектеріңіз бен жетістіктеріңіз бар _____

Scientific work and inventions

12. Еңбек жолыңыз (жоғары және арнаулы орта оқу орындарында оқыған жылдарыңыз, әскери қызмет, қоса атқарған жұмысыңыз, кәсіпкерлік қызметіңіз және т.б. түгел жазылады)

Бұл тармақты толтырғанда мекемелер мен кәсіпорындар кезінде қалай аталса, сол қалпында берілсін, әскери қызметтің лауазымы мен әскери бөлімі қоса көрсетілсін

Professional experience (including study in higher and secondary professional education, military service, part time work, entrepreneurial activity, etc.)

When completing this paragraph, the names of institution, organization and enterprise shall be indicated as before, military service to be recorded with military position and number of military unit

Айы жҚне жылы Month and year	Қызметі, мекеме, ұйым, кәсіпорын, сондай-ақ министрлік (ведомство) қоса көрсетілсін Position indicating institutions, organizations, enterprises, and ministries (departments)	Мекеме, ұйым, кәсіпорынның тұрған жері Location of institution, organization, enterprise
келген of entry	Кеткен of resignation	

13. Жақын туыстарыңыз (әкеңіз, шешеңіз, бауырларыңыз, апа-қарындастарыңыз және балаларыңыз), сондай-ақ жұбайыңыз (зайыбыңыз):

Close relatives (father, mother, brothers, sisters and children), spouse:

Туысқандық деңгейі Relation degree	Тегі, аты, әкесінің аты (бар болған жағдайда) Last name, first name, patronymic (if any)	Туған жері, датасы Date, place of birth	Жұмыс орны, қызметі Place of work, position	Тұрғылықты мекен-жайы Address of residence
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Егер туысқандарыңыз фамилиясын, атын, әкесінің атын (бар болған жағдайда) өзгерткен болса, олардың бұрынғы тегін, атын, әкесінің атын қоса көрсетіңіз

If there are any changes of relatives' surname, first name, patronymic, necessary to indicate their former surname, first name, patronymic (if any)

14. Қандай мемлекеттік және өзге марапаттарыңыз бар _____

State and other awards (қашан, немен марапатталдыңыз)

(date and type of award) _____

15. Әскери қызметке қатысыңыз және әскери атағыңыз _____

Military status and military rank

Құрамы Әскер түрі _____

Состав (командалық, саяси, әкімшілік, техникалық және т.б.)

Branch of troops (command, political, administrative, technical, etc.)

16. Мекен-жайыңыз бен телефоныңыз _____

Home address and telephone number _____

" _____ " _____ 20 _____

Өзінің қолы _____

(толтырылған мезгілі)

Signature _____

(date of completion) _____
