

**Order of the acting Chairman of the Committee on Technical Regulating
and Metrology of the Ministry of Industry and Trade of the Republic of
Kazakhstan dd. April 15, 2005 No. 106**

**On approval of the Regulations of elaboration and approval
of plans and programs of the state standardization**

With a view of implementation of the Law of the Republic of Kazakhstan
“On Technical Regulating”, I

ORDER:

1. Approve the enclosed Regulations of elaboration and approval of plans and programs of the state standardization.
2. The control of the execution of this Order shall be conferred to the Deputy Chairman Momyshev T.A.
3. This Order shall take effect 10 calendar days after their first official publication.

Acting Chairman

Approved
by the Order of the acting Chairman of the Committee
on Technical Regulating and Metrology of the Ministry
of Industry and Trade of the Republic of Kazakhstan
dd. April 15, 2005 No. 106

**REGULATIONS
of elaboration and approval of plans and programs
of the state standardization**

These Regulations were elaborated in accordance with sub-paragraph 5) of paragraph 2 Article 7 and paragraphs 1 and 4 of Article 25 of the Law of the Republic of Kazakhstan “On Technical Regulating” and establish the procedure of the elaboration and approval of plans and programs of the state standardization.

These Regulations shall apply to the state authorities, technical committees on standardization, natural and legal persons irrespective of their form of ownership.

1. General provisions

1. The plans of works on standardization (further – the Plan) shall be made up for the one-year period.

The programs of works on the state standardization (further – the Program) shall be made up for the medium-term (at least 3 years) or for the long-term period over 3 years with compulsory segregation of the medium-term three-year stages. The plan of actions on the implementation of the long-term programs shall be elaborated for the respective medium-term stages.

2. The Plans shall include:

1) the name and description of the standard being planned which reflect its essence and the objects of standardization;

2) the classification and encoding code of the standard valid in the Republic;

3) the state standards preparation and approval terms;

4) the state authorities and organizations responsible for the elaboration of the standard.

3. The Programs shall include:

1) the name and description of the action;

2) the state standards preparation and approval terms;

3) the state authorities and organizations responsible for the elaboration of the standard.

4. The Plans and Programs shall be elaborated with the purpose of arrangement and co-ordination of works on standardization in the Republic including those in respect of support nation-wide objectives, safety of works, services, processes, output of competitive products, by means of transition to the international standards.

5. The Plans and Programs shall be made up by the authorized agency on technical regulating and metrology (further – the authorized agency) on the grounds of the proposals of the state authorities, technical committees on standardization, the natural and legal persons of the Republic of Kazakhstan taking into account the priority lines in the branches of the economics of the Republic of Kazakhstan, and shall be approved in accordance with the procedure established by sections 2 and 3 of these Regulations.

6. At elaboration of the Plans and Programs the account must be given to the requirements established by the current legislation of the Republic of Kazakhstan, the plans of the social and economic development of the Republic of Kazakhstan and the research works, the annual and long-term national and sectoral scientific and technical programs.

2. Elaboration and approval of the plan of the state standardization

7. The Plan shall be elaborated with the purpose of arrangement and co-ordination of works on standardization in the part of the elaboration of the state standards and other normative instruments on standardization and their

harmonization with the international standards, review and alteration of the current normative instruments on standardization.

8. The Plan shall include the following kinds of the state standards and other normative instruments on standardization:

1) the fundamental standards establishing the general organizational and methodical provisions of the state system of technical regulating;

2) the standards of product, service which establish the requirements to similar groups of product, service and, when necessary, to the specific product, service;

3) the standards of processes;

4) the standards of product, service, processes control methods;

5) the state classifiers of the technical and economic information;

6) the international and regional standards, classifiers of the technical and economic information of foreign states which meet the objectives of the support of the safety of the products, service, process for the life and health of the people and the environment.

9. The proposal-application for the insertion to the Plan from the concerned state authorities and the natural and legal persons, based upon the priority lines of the standardization, metrology and certification, shall be submitted to the authorized agency.

10. The proposal-application to the Plan shall include:

1) information about the applicant;

2) information about the proposed elaboration contractor (co-executor);

3) the name and description of the standard reflecting its essence and the objects of the standardization;

4) the technical and economic assessment of the standard elaboration;

5) the proposed terms of the standard elaboration.

11. The experts-auditors on standardization of the authorized agency shall analyze the submitted proposals, make up the draft Plan not later than by September 1 of the year preceding the planned year and submit the draft Plan for the approval to the concerned state authorities.

After receiving of the comments, the authorized agency shall make up the final version of the draft plan and submit it for the consideration to the Scientific-and-technological council under the authorized agency (further – STC).

The form of the draft Plan is shown in Annex 1.

12. The final version of the Plan shall be accompanied with the received applications and the explanatory note of the experts-auditors on standardization along with the analytical review of the planned works, established priority lines, categories and kinds of the normative instruments, kinds of works, terms of fulfillment of works by the elaboration contractor, elaboration carryover themes, sources of financing. The explanatory note shall also include the total number of the received requests for elaboration, number of the requests not accepted by the experts-auditors on standardization stating the reasons.

13. When necessary, the STC shall make the decision about the additional co-ordination of the final version of the draft plan with the

concerned state authorities, and the natural and legal persons (if they have submitted the proposals to the draft plan).

14. After consideration of the Plan by the STC, the Plan shall be approved by the Head of the authorized agency.

3. Elaboration and approval of the program of the state standardization

15. The Program shall be elaborated with the purpose of determination of the complex of interrelated actions aimed at meeting the most large-scale and important economic and social challenges in the field of the standardization.

16. The Program shall include the system of actions coordinated by terms, resources and executors with indication of the estimated results which ensure the achievement of the set goal taking into account the long-term priorities of the Republic of Kazakhstan.

17. The structure of the Program shall include the following sections:

- 1) introduction;
- 2) analysis of the present-day condition of the issue;
- 3) object and tasks of the state program;
- 4) basic directions and the Plan of actions on implementation of the Program;
- 5) essential resources and sources of financing;
- 6) estimated result from the implementation and indicators of the Program

18. The following stages of the elaboration and approval of the Program shall be envisaged:

- 1) organizational stage;
- 2) elaboration of the draft Program;
- 3) co-ordination and approval of the Program.

19. The organizational stage of the elaboration of the draft Program shall include:

1) submission of the proposals not later than November 5 of the year preceding the year of making up the draft Program to the authorized agency;

2) determination of the subdivision of the authorized agency or its enterprise responsible for the elaboration of the Program (further – responsible executor);

3) approval by the Head of the authorized agency of the documents (coordinating plan of Program elaboration, object and tasks of the Program, its conceptual approaches, structure of the main sections of the Program) with their subsequent submission to the state authorities and the organizations-co-executors.

20. The draft Program elaboration stage shall stipulate for:

1) submission of the Program by the organizations-co-executors to the authorized agency on the basis of its requests and proposals on the conceptual approach to the Program being elaborated including to its sections, objects, tasks and plan of actions on its implementation;

2) preparation by the responsible executor on the basis of the proposals of the organizations-co-executors of the draft Program including the plan of actions on its implementation.

The form of the Plan of actions on Program implementation is shown in Annex 2.

21. The stage of the co-ordination and approval of the Program shall include:

1) submission of the draft Program by the responsible executor to the concerned state authorities for co-ordination;

2) making of observations and proposals to the Program by the responsible executor from the concerned state authorities. In case of rejection of the submitted observations and proposals the responsible executor shall submit the response with the substantiation of the reasons for rejection;

3) submission of the draft Program taking into account the observations and proposals by the responsible executor for the consideration of the STC. The draft Program shall be accompanied with the received applications, explanatory note and the results of co-ordination;

4) making of positive decision about the approval of the Program by the STC. When necessary, the Program may be returned to the executive secretary for the revision.

The decision about the Program approval or return for the revision shall be entered in the minutes of meeting of the STC;

5) approval of the Program by the Head of the authorized agency.

Annex No. 1
to the Regulations of elaboration and approval
of plans and programs of works on the state standardization

Plan of works on the state standardization

Code of task	Code by MK (ISO/INFKO MKS) 001-96	Name and description of the standard being elaborated or revised / kind of works	Basis for the elaboration / priority lines	Period of submission of the draft standard to the authorizes agency	Responsible executor	Proposed organization – Elaboration contractor / co-executors
1	2	3	4	5	6	7
Section 1 The fundamental state standards which establish the general organizational and methodical provisions of the state system of technical regulating						
Section 2 The state standards of products, service which establish the requirements to the similar groups of products, service						
Section 3 The state standards of processes						
Section 4 The state standards of product, service, processes control methods;						
Section 5 The state classifiers of the technical and economic information						

Note:

In column 1 the serial number of the document being elaborated shall be indicated.

In column 2 the code by MK (ISO/INFKO MKS) interstate classifier of standards shall be indicated.

In column 3 after the name and description of the document being elaborated the following kinds of work shall be indicated:

“Elaboration of ST RK...” (for new documents)

“Instead of ST RK/ RST Kaz SSR...” (in case of revision of the ST RK or RST of KazSSR)

“Instead of OST...” (in case of transfer of OST to the category of ST RK)

“Amendment of ST RK...”

In case of direct application of the international standards after the kind of works the description of the applied ST RK (ST RK/ISO..., STRK/MEK...) in parentheses shall be indicated

In column 4 the priority directions of work and the basis for the elaboration (instruction of the Government and the state authorities, actuality, harmonization with the state standards etc.) shall be indicated.

Annex No. 2
to the Regulations of elaboration and approval
of plans and programs of works on the state standardization

**Plan of actions
on the implementation of the Program of works on the state standardization**

Item No.	Action	Form of completion	Persons responsible for the execution (implementation)	Period of execution (implementation)	Estimated expenditures (thousands Tenge)	Source of financing