



**БҰЙРЫҚ**

**ORDER**

No. 196 dated July 26, 2024

Astana city

**On some issues of the functioning of the National Contact Point  
for Responsible Business Conduct**

In accordance with subparagraph 93-1) of paragraph 15 of the Regulation on the Ministry of National Economy of the Republic of Kazakhstan, approved by Resolution No. 1011 of the Government of the Republic of Kazakhstan dated September 24, 2014, and Resolution No. 1453 of the Government of the Republic of Kazakhstan dated November 16, 2012 "On Determining the body responsible for the implementation of the functions of the National Contact Point in accordance with the practice of the countries of the Organization for Economic Co-operation and Development", it is hereby **ORDERED**:

1. To approve:

1) the composition of the National Contact Point for Responsible Business Activities in accordance with Appendix 1 to this order;

2) the regulations on the National Contact Point in accordance with Appendix 2 to this order;

3) regulations on the Secretariat of the National Contact Point for Responsible Business Conduct in accordance with Appendix 3 to this order.

2. Cancel the order of the Minister of National Economy of the Republic of Kazakhstan dated August 24, 2023 No. 204 "On some issues of the functioning of the National Contact Point".

3. To the Department of Entrepreneurship Development Policy in accordance with the procedure established by law:

1) to bring this order to the attention of stakeholders;

2) ensure that this order is posted on the Internet resource of the Ministry of National Economy of the Republic of Kazakhstan.

4. Control over the execution of this order shall be entrusted to the supervising Vice-Minister of National Economy of the Republic of Kazakhstan.

5. This order shall enter into force from the date of its signing.

**Acting Minister**

**B. Omarbekov**

Appendix 1 to the Order of  
the Acting Minister of  
National Economy of the  
Republic of Kazakhstan  
dated July 26, 2024 No. 196

**The composition of the National Contact Point  
for Responsible Business Conduct**

Vice-Minister of National Economy of the Republic of Kazakhstan, Chairman  
Chairman of the Board of the Joint Stock Company "Economic Research  
Institute" (by agreement), Deputy Chairman

Deputy Chairman of the Board of the National Chamber of Entrepreneurs of  
the Republic of Kazakhstan "Atameken" (by agreement)

President of the association of legal entities "Civil Alliance of Kazakhstan" (by  
agreement)

Chief Executive of the Court of the Astana International Financial Center (by  
agreement)

Director of the Public Fund "Center for Legal Policy Research" (by agreement)

## **Regulations on the National Contact Point for Responsible Business Conduct**

1. This Regulation on the National Contact Point for Responsible Business Conduct (hereinafter referred to as the Regulation) has been developed in accordance with the Declaration on International Investment and Multinational Enterprises of the Organization for Economic Co-operation and Development (hereinafter referred to as the Declaration) and the Guidelines of the Organization for Economic Co-operation and Development for Multinational Enterprises on Responsible Business Conduct and the Decision of the Council of the Organization for Economic Co-operation and Development on the Guidelines on Responsible Business Conduct for Multinational Enterprises.

2. The following basic concepts are used in this Regulation:

1) responsible business conduct – actions of enterprises aimed at contributing to economic, environmental and social development in order to achieve sustainable development and to prevent negative consequences that may arise as a result of their activities or mitigate such negative consequences in accordance with the practice of the countries of the Organization for Economic Co-operation and Development (hereinafter – the OECD);

2) The National Contact Point for Responsible Business Conduct (hereinafter – NCP) – the Ministry of National Economy of the Republic of Kazakhstan, responsible for the implementation of the functions of the National Contact Point for Responsible Business Conduct in accordance with the practice of the OECD countries;

3) the main composition of the NCP is the permanent composition of the NCP, consisting of representatives of state bodies, public and other organizations, civil society, approved by the Minister of National Economy of the Republic of Kazakhstan;

4) The OECD Guidelines on Responsible Business Conduct for Multinational Enterprises (hereinafter referred to as the OECD Guidelines) are recommendations developed and adopted by OECD member countries that set standards for responsible business conduct for multinational enterprises.

3. The purpose of the NCP's activities is to promote and implement the OECD Guidelines, to assist enterprises and stakeholders in taking measures to further implement the OECD Guidelines, as well as to provide alternative dispute resolution and conciliation procedures in violation of the OECD Guidelines.

4. The NCP's activities are based on performance criteria such as visibility, accessibility, transparency, accountability, impartiality and fairness, as well as predictability, as set out in the OECD Guidelines.

5. The NCP carries out its activities in accordance with the Declaration on International Investments and Multinational Enterprises of the OECD, as well as this Regulation.

6. The tasks of the NCP:

1) consideration of requests and specific instances arising from an alleged violation of the provisions of the OECD Guidelines;

2) interaction with stakeholders (business community, trade unions and other representatives of civil society, state bodies) when considering complaints about violations of the provisions of the OECD Guidelines and making an objective decision on them;

3) making decisions based on the results of consideration of complaints about violations of the provisions of the OECD Guidelines, as well as making recommendations on responsible business conduct;

4) Co-operation and interaction with NCPs of other countries, including when considering complaints of violations of the provisions of the OECD Guidelines;

5) raising awareness of the public and the business community about the OECD Guidelines, the activities of the NCP and standards for responsible business conduct (through the media, seminars, round tables);

6) exercising control over the implementation of decisions and recommendations of the NCP in relation to responsible business conduct;

7) monitoring the implementation of decisions taken based on the results of consideration of appeals about violations of the provisions of the OECD Guidelines by multinational enterprises.

8) providing recommendations and support to the Government of the Republic of Kazakhstan on the development, implementation and consistency of policies aimed at encouraging responsible business activities, including in coordination with relevant state bodies;

9) making other decisions necessary for the functioning of the NCP.

7. The Chairman of the NCP directs the activities of the NCP and:

1) carries out general control over the activities of the NCP;

2) organizes the work on the fulfillment of assigned tasks to the NCP;

3) holds the NCP's meetings;

4) carries out removal of an NCP member from consideration of an application in cases of violation of confidentiality conditions and conflict of interest provided for in paragraphs 14 and 15 of this Regulation and the legislation of the Republic of Kazakhstan;

5) signs the minutes of the NCP's meetings;

6) informs the Government of the Republic of Kazakhstan about the work done by the NCP;

7) Participation in OECD events on NCP issues, OECD Guidelines and Standards for responsible business conduct.

8. The information received during the consideration of the appeals, including those provided by third parties, is confidential until the final decision of the NCP.

9. If there is a conflict of interest or the possibility of its occurrence during the consideration of the appeal, the members of the NCP inform the Chairman of the NCP in writing in advance and refuse to participate in the meeting of the NCP.

10. Organizational and technical support for the activities of the NCP is provided by the NCP Secretariat.

11. Member of the NCP:

1) participates in NCP meetings, promotes comprehensive, objective, transparent consideration of appeals and making objective decisions on them;

2) requests from the NCP Secretariat the information necessary for the consideration of appeals;

3) petitions the Chairman of the NCP for the involvement of specialists to consider appeals;

4) participates in efforts to raise awareness of the public and the business community about the OECD Guidelines and the activities of the NCP (through the media, seminars, round tables).

5) complies with the conditions of confidentiality of received materials on appeals before making a final decision on them.

## **Regulations on the Secretariat of the National Contact Point for Responsible Business Conduct**

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

1. This Regulation on the Secretariat of the National Contact Point for Responsible Business Conduct (hereinafter referred to as the Regulation) has been developed in order to organize the activities of the Secretariat of the National Contact Point for Responsible Business Conduct (hereinafter referred to as the Secretariat) in accordance with the Declaration on International Investment and Multinational Enterprises of the Organization for Economic Co-operation and Development and the Guidelines of the Organization for Economic Co-operation and Development Co-operation and Development for Multinational Enterprises on Responsible Business Conduct and the Decision of the Council of the Organization for Economic Co-operation and Development on the Guidelines for Multinational Enterprises on Responsible Business Conduct.

2. The following basic concepts are used in this Regulation:

1) The Organization for Economic Co-operation and Development Guidelines for Multinational Enterprises on Responsible Business Conduct (hereinafter referred to as the OECD Guidelines) are recommendations developed and adopted by the member countries of the Organization for Economic Co-operation and Development (hereinafter referred to as the OECD), setting standards for responsible business conduct for multinational enterprises;

2) The National Contact Point for Responsible Business Conduct (hereinafter – NCP) – the Ministry of National Economy of the Republic of Kazakhstan, responsible for the implementation of the functions of the National Contact Point for Responsible Business Conduct in accordance with the practice of the OECD countries;

3) The NCP Internet resource is a web page about the NCP on the official website of the Secretariat.

3. The main task of the Secretariat is to support the activities of the NCP.

4. In order to implement the assigned tasks, the Secretariat:

1) accepts received specific instances about a potential violation of the provisions of the OECD Guidelines;

2) carries out the processing of materials in accordance with the rules of consideration of appeals;

3) provides organizational and technical support for NCP meetings;

4) requests and receives information and materials necessary for the preparation of the meetings of the NCP from interested parties (the business community, trade unions and other representatives of civil society, authorized state bodies);

5) forms recommendations and provides support to the Government of the Republic of Kazakhstan on the development, implementation and consistency of policies aimed at encouraging responsible business conduct, including in coordination with relevant state bodies.

6) organizes seminars, round tables, conferences to raise awareness of the OECD Guidelines, as well as to promote the activities of the NCP;

7) ensures timely filling of the NCP Internet resource and availability of up-to-date information on the OECD Guidelines, received and considered specific instances about violations of the provisions of the OECD Guidelines;

8) forms and publishes an annual report on the activities of the NCP in accordance with the approved OECD form on the NCP Internet resource;

9) develops an annual Action Plan of the NCP and coordinates it with interested state bodies and organizations;

10) conducts consultations on the OECD Guidelines and the activities of the NCP, including through technical (digital) communication;

11) interacts with NCPs and their secretariats in other countries to address complaints of violations of the provisions of the OECD Guidelines, including requesting the necessary information from the working bodies and committees of the OECD;

12) participates in training to improve the level of knowledge available to the NCP when dealing with specific instances;

13) performs other functions provided for by the practice of the OECD Guidelines.

5. The functions of the Secretariat are performed by the Joint Stock Company "Economic Research Institute".