



«APPROVED»

**By the decision of the Board of
Directors of NJSC «West
Kazakhstan Marat Ospanov
Medical University»
dated February 21, 2022
protocol No. 2.**

Classifier of internal regulatory documents of the non-commercial joint stock company «West Kazakhstan Marat Ospanov Medical University»

1. Documents approved by the Sole Shareholder of the non-commercial joint-stock company «West Kazakhstan Marat Ospanov Medical University»:

- 1) The Charter of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 2) The Regulation on the Board of Directors of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 3) Corporate Governance Code of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 4) Annual financial statements of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 5) Methodology for determining the value of shares during their issue of NJSC «West Kazakhstan Marat Ospanov Medical University» in accordance with the Law of the Republic of Kazakhstan «On Joint Stock Companies».

** The approval of these documents by the Sole Shareholder follows from the norms of the Law of the Republic of Kazakhstan «On Joint Stock Companies», as well as the Charter and the Corporate Management Code of the NJSC «West Kazakhstan Marat Ospanov Medical University».*

2. Documents approved by the Board of Directors of the non-commercial joint stock company «West Kazakhstan Marat Ospanov Medical University»:

- 1) Development Program of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 2) Development Plan of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 3) Report on the implementation of the Development Plan of NJSC «West Kazakhstan Marat Ospanov Medical University»;



- 4) Regulation on the conditions of remuneration and bonuses for the Chairman and members of the Board of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 5) Regulations on the Board of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 6) Regulations on the information policy of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 7) Regulation on the Internal Audit Service of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 8) Rules for conducting an audit of the Internal Audit Service of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 9) Audit Standards of the Internal Audit Service of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 10) Work plan of the Internal Audit Service of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 11) Regulation on the Corporate Secretary of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 12) Regulation on the settlement of corporate conflicts and conflicts of interest of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 13) Instructions on ensuring the safety of commercial and official secrets of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 14) The work plan of the Board of Directors of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 15) Risk management policy of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 16) Organizational structure of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 17) The staff of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 18) Code of Business Ethics of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 19) Accounting policy of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 20) Regulation on the Committees of the Board of Directors of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 21) The program of introduction to the post of newly elected members of the Board of Directors of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 22) Investment policy of NJSC «West Kazakhstan Marat Ospanov Medical University»;



- 23) Regulation on branches, representative offices and subsidiaries of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 24) The amount of payment for training in educational programs of higher and (or) postgraduate education;
- 25) Classifier of internal regulatory documents of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 26) Educational programs of higher and (or) postgraduate education in accordance with state compulsory education standards;
- 27) Rules for admission to the organization of higher and (or) postgraduate education;
- 28) Rules for competitive replacement of positions of the teaching staff and scientific workers of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 29) Work plan of the Committees of the Board of Directors of Marat Ospanov West Kazakhstan Medical University;
- 30) Instruction on the procedure for write-off / transfer and sale of property of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 31) Regulations on the Compliance Officer of NJSC «West Kazakhstan Marat Ospanov Medical University».

3. Documents approved by the Board of the non-commercial joint-stock company «West Kazakhstan Marat Ospanov Medical University»:

- 1) Regulation on the Academic Council of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 2) The internal labor regulations of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 3) The internal regulations for students of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 4) Regulation on the Ethics Committee of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 5) Regulation on the periodicals of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 6) Rules on the procedure and conditions for reimbursement of travel expenses of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 7) Social policy of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 8) Pricing policy of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 9) Personnel policy of NJSC «West Kazakhstan Marat Ospanov Medical University»;



- 10) Rules for conferring the honorary title «Professor of the West Kazakhstan Marat Ospanov Medical University»;
- 11) Regulations on the academic mobility of students and employees of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 12) Regulation on student dormitories of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 13) Regulation on the personnel reserve NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 14) Regulation on the qualification requirements for the posts of faculty of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 15) Regulations on the dissertation council of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 16) Regulation on the provision of paid services by the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 17) Regulations on remuneration, bonuses, financial assistance and other social payments for employees of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 18) Operational plan of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 19) Regulation on the intra-university competition of grant research projects of the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 20) The staffing of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 21) Rules for the coordination, approval and payment of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 22) Rules of documentation and management of documentation of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 23) The policy of confidential informing in NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 24) Anti-corruption policy in NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 25) Regulation on the work of a specialized anti-corruption trust box for citizens' appeals to the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 26) Academic policy of NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 27) Regulation on the intra-university competition «The best teacher of the university» in the NJSC «West Kazakhstan Marat Ospanov Medical University»;
- 28) Regulation on the anti-corruption standard of NJSC «West Kazakhstan Marat Ospanov Medical University».



4. Documents approved by the Chairman of the Management Board - Rector of the non-commercial joint-stock company «West Kazakhstan Marat Ospanov Medical University»:

1) Distribution of duties as well as the scope of authority and responsibility between the Chairman and members of the Board of the NJSC «West Kazakhstan Marat Ospanov Medical University»;

2) Regulations on structural divisions of NJSC «West Kazakhstan Marat Ospanov Medical University»;

3) Job descriptions of employees of structural divisions of the NJSC «West Kazakhstan Marat Ospanov Medical University»;

4) Regulations on the commissions of the NJSC «West Kazakhstan Marat Ospanov Medical University»;

5) Policies, Rules, Regulations in the field of an integrated management system of the NJSC «West Kazakhstan Marat Ospanov Medical University».

Note:

A body or official of NJSC «West Kazakhstan Marat Ospanov Medical University», which made a decision on its approval, carries out amendments and additions to the internal regulatory document or its presentation in a new edition.

Internal regulatory documents not specified in this classifier are approved by the Board of the NJSC «West Kazakhstan Marat Ospanov Medical University».