**List of Documents for Review by the Local Committee on the Ethics of Scientific Research**

1. **Researcher’s Application**  
   o Prepared according to the established template, addressed to the Chairperson of the Committee.  
   o Signed by the researcher and the scientific supervisor (PhD-consultant).
2. **Research Plan / Study Protocol**  
   o Detailed description of the study (relevance, objectives, tasks, methods, design, sample size, location, and study period).  
   o The structure must comply with the requirements of the Committee (section numbering, references to regulatory documents).
3. **Questionnaire / Survey Form (if applicable)**  
   o Clearly formulated questions.  
   o Simplified and understandable language for participants.
4. **Informed Consent Form**  
   o In Kazakh and Russian languages, identical in content.  
   o Must include: participant’s rights, possible risks and benefits, procedures for storage and destruction of biomaterials/data, guarantees of confidentiality, and provision of medical assistance.
5. **Participant Information Sheet**  
   o Accessible explanation of the essence of the study.  
   o Contact details of the researcher and the Committee for inquiries.
6. **Research Abstract**  
   o In two languages: Kazakh and Russian.  
   o Length — 0.5–1 page (free format, approx. 200–400 words), concise summary of the study (purpose, object, methods, expected results).
7. **Copy of the University Order Approving the Research Topic**
8. **Copy of the Order on Re-admission to the Program**  
   (if the researcher’s study period at the university had expired).
9. **Researcher’s Resume (CV)**  
   o Specifies academic degree, position, and experience.
10. **Scientific Supervisor’s Conclusion**  
    o Confirmation of the scientific value and correctness of the project.
11. **Certificates Confirming the Right to Conduct Research Activities**  
    o International (e.g., GCP – Good Clinical Practice, CITI Program, NIH Protecting Human Research Participants).  
    o National (courses, certificates of the Ministry of Health of the Republic of Kazakhstan, accreditations).  
    o Must be valid (not expired).
12. **Plastic File Folder (Binder)**  
    o All documents must be printed and filed in a blue plastic binder for convenient storage and review.

