**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.

