



REGISTER
of the QMS documented information
for the 2024-2025 academic year

№	Document identification number	Document title
1	2	3
1	RK QMS - 2023	Quality Manual
2	QMS OS 1.01-2023	Organization Standard. Documented Information Management
3	QMS OS 1.02-2023	Organization Standard. Records Management and Archival Affairs
4	QMS OS 1.03-2023	Organization Standard. Internal Informing
5	QMS OS 1.04-2023	Organization Standard. Procedure for Ensuring the Commercial Secrets Preservation
6	QMS OS 1.05-2023	Organization Standard. Procedure for Using the University's Electronic Digital Signature
7	QMS OS 2.01-2023	Organization standard. Management of planning and financial activities
8	QMS OS 2.02-2023	Organization standard. Management of as educational and methodological as scientific and methodological work
9	QMS OS 2.03-2023	Organization standard. Management of both scientific and research activities
10	QMS OS 2.04-2023	Organization standard. Management of social and cultural development
11	QMS OS 3.01-2024	Organization standard. Personnel policy
12	QMS OS 3.02-2023	Organization Standard. Information Resource Management
13	QMS OS 4.01-2023	Organization Standard. Licensing of Educational Activities
14	QMS OS 4.02-2023	Organization standard. Procedure for registration, approval, and registration of forms of Baishev University strict reporting documents
15	QMS OS 5.01-2023	Organization standard. Internal audit
16	QMS OS 5.02-2023	Organization standard. Educational activity risks management
17	QMS IP 01-2024	Academic policy
18	QMS IP 02-2023	Internal Quality Assurance Policy
19	QMS IP 03-2023	Ethical Rules
20	QMS IP 04-2024	Qualification characteristics of Baishev University employees positions
21	QMS IR 05-2024	Rules for competitive replacement of positions
22	QMS IR 06-2024	Admission rules for studies
23	QMS IR 07-2023	Rules for awarding presidential and personal scholarships to students
24	QMS IR 08-2023	Rules for holding an intra-university competition for the "Best University Teacher" title

25	QMS IR 09-2023	Internal Labor Regulations for Employees
26	QMS IR 10-2023	Internal Regulations for Students
27	QMS R 101.1-2023	Regulations on the Supervisory Board
28	QMS R 101.2-2023	Regulations on Employees' Remuneration
29	QMS R 101.3-2023	Regulation on the procedure for providing preferential conditions for students
30	QMS R 101.4-2023	Regulation on the KPI teaching staff estimation, the point-rating system for assessing the University's higher schools activities
31	QMS R 101.5-2023	Regulations on conducting internal financial audits
32	QMS R 102.1-2023	Regulations on the Academic Council
33	QMS R 102.2-2023	Regulations on Baishev University information security
34	QMS R 102.3-2023	Regulations on the conciliation and disciplinary commissions
35	QMS R 102.4-2023	Regulations on advanced training of teaching staff, employees and students
36	QMS R 102.5-2023	Regulations on the corporate mail organization for both teaching staff and learners
37	QMS R 201.1-2023	Regulations on the Educational and Methodological Council
38	QMS R 201.2-2023	Regulations on the Employers' Council
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44	QMS R 201.8-2023	Regulations on the procedure for the joint educational programs development, promotion and implementation
45	QMS R 201.9-2023	Regulations on the procedure for granting academic leave to students
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56	QMS R 201.20-2023	Regulations on the additional academic period organization for masters in the scientific and pedagogical area who have completed a master's degree in a specialized area
57	QMS R 201.21-2023	Regulations on the elements of dual education
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76	QMS MI 201.1.1-2023	Instructions for a working curriculum (a syllabus) creation and approval
77	QMS MI 201.1.2-2023	General requirements for writing, figuration and defending procedure for a term paper (a project)
78	QMS MI 201.1.3-2023	General requirements for writing, figuration and defending procedure for the thesis (the diploma project)
79	QMS MI 201.1.4-2023	General requirements for writing, figuration and defending procedure for a master's thesis (the diploma project)
80	QMS MI 201.1.5-2023	Procedure for organizing and conducting lectures, and practical/seminar/laboratory classes
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83	QMS MI 201.1.8-2023	Procedure for the development and approval of control and measuring materials
84	QMS MI 201.1.9-2023	Levels of preparation and criteria for assessing the students' academic achievements in general language disciplines
85	QMS MI 201.1.10-2023	Instructions for the elective disciplines catalog development and approval
86	QMS MI 201.3.1-2023	General requirements for writing, design and procedure for defending reports on the internship results
87	QMS MI 102.1.1-2023	Instructions for teachers and students use-work with an automated information system
88	QMS MI 102.1.2-2023	General requirements for the content formation of the University website
89	QMS MI 202.1.1-2023	Procedure for planning activities and reporting on performance results

90	QMS MI 202.1.2-2023	General requirements for the construction and execution of quality management system documentation
91	QMS WI 101.2.1-2023	Fire and Occupational Safety Instructions
92	QMS WI 101.2.2-2023	Safety and labor protection instructions for an electrician
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94	QMS WI 101.2.4-2023	Safety instructions for performing electric welding and gas flame work
95	QMS WI 102.5.1-2023	Instructions for providing first aid in case of injuries and poisoning
96	QMS RD 101.1-2023	Regulations on the Department of Finance
97	QMS RD 101.2-2023	Security Service Regulations
98	QMS RD 101.3-2023	Regulations on the economic service
99	QMS RD 102.1-2023	Regulations on the IT Department
100	QMS RD 102.3-2023	Regulations on the HR Department
101	QMS RD 201.1-2023	Regulations on the Academic Department
102	QMS RD 201.2-2023	Regulations on the Registrar's Office
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105	QMS RD 201.5-2024	Regulations on the Institute for Advanced Training and Retraining of Personnel
106	QMS RD 202.1-2023	Regulations on the Strategic Development Department
107	QMS RD 202.2-2023	Regulations on the International Relations Department
108	QMS RD 202.3-2023	Regulations on the Science and Innovation Department
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119	QMS RD 300.4-2023	Regulations on the educational (specialized) class room

Department of Strategic Development