

THE RUSSIAN FEDERATION LEGAL ANNEX¹

REVIEWED LAWS:

1. Constitution, adopted 12 December 1993
2. Law on the Status of the Member of the Council of Federations and the Status of the Member of the State Duma of the Federal Assembly of the Russian Federation”, adopted on 8th May 1994 (amended through March 28, 2008)
3. Law No. 79-FZ on the State Civil Service in the Russian Federation, 27th July 2004
4. Presidential Decree No. 305 “On the top-priority measures for preventing corruption and decreasing budgetary spending in procurement”; 8th April 1997
5. Tax Code
6. Presidential Decree No. 484 “On the Provision by the Officials Holding State Position; and the Officials Holding State Position in the State Service, and the Organs of Self-Governance of Information on Income and Assets”, 15th May 1997 (amended by Presidential Decrees No. 227 of 04.03.1998, No. 680 of 31.05.1999 and No. 1358 of 25.07.2000), with annexes:

Declaration on Income of a Citizen and on Assets Belonging to Him based on Property Rights, form approved by the Presidential Decree No. 484 of May 15, 1997

Order on provision of information on income and property of persons holding State positions of the Russian Federation to national media, approved by the Presidential Decree No. 484 of May 15, 1997

(*) Law(s) reviewed but not containing relevant articles for this study.

- Standing Orders of the State Duma, 22nd January 1998 (amended though May 21, 2008)

RELEVANT ARTICLES:

1. Constitution, adopted 12 December 1993

Статья 97

1. A citizen of the Russian Federation, who has reached 21 years of age and has the right to vote in the elections, can be elected deputy of the State Duma.

2. The same person can not simultaneously hold positions of member of the Council of Federation and of deputy of the State Duma. A deputy of the State Duma cannot be member of other representative organs of state authority and of organs of local government.

¹ Note: this legal annex is up to date as of June 08

3. Deputies of the State Duma work on permanent professional basis. Deputies cannot be civil servants, cannot engage in other paid activities, except for teaching, scientific and creative activities.

2. Law on the Status of the Member of the Council of Federations and the Status of the Member of the State Duma of the Federal Assembly of the Russian Federation”, adopted on 8th May 1994, recent amendments in 2002

ON THE STATUS OF MEMBER OF COUNCIL OF FEDERATION AND STATUS OF
DEPUTY OF THE STATE DUMA OF THE FEDERAL ASSEMBLY
OF THE RUSSIAN FEDERATION
(Edition as of 25.07.2002)

LAW

PRESIDENT OF RF

May 8, 1994
N 3-FL

(SDFA)

Article 6. Conditions of realization by the member of Council of Federation,
by the deputy of the State Duma, of their powers

1. The member of Council of Federation, the deputy of the State Duma carry out their powers on a constant basis (in edition of Federal law dated August 4, 2001 N 109-FL – Code of Laws the Russian Federation, 2001, N 32, article 3317).
2. The member of Council of Federation, the deputy of the State Duma does not have the right:
 - a) to be a deputy of the legislative (representative) body of the government, which is the subject of the Russian Federation, or a local self-government body, an elected official of another government body or of a local self- government body, to take another state position within the Russian Federation, a state position of the subject of the Russian Federation, a state position in the public service or public office of the municipal service;
 - b) to be in the public or municipal service;
 - c) to be engaged in entrepreneurship or other gainful activity, except for teaching, scientific and other creative activities. Teaching, scientific and other creative activities cannot be fully financed by foreign States, international or foreign organizations, foreigners or stateless persons, unless provided otherwise by international treaty of the Russian Federation or Russian legislation (March 2, 2007).
 - d) to be a member of management body of business entity or another commercial organization (part 2 in edition of the Federal Law dated August 4, 2001 N 109-FL – Code of Laws of the Russian Federation, 2001, N 32, article 3317).
 - e) Be a member of management bodies, boards, supervisory councils and other bodies of foreign NGOs operating in the Russian Federation and of their structural units, unless

provided otherwise by international treaty of the Russian Federation or Russian legislation (March 2, 2007).

3. The member of Council of Federation, the deputy of the State Duma, who are at the date of the start of their corresponding powers military servants, persons of the rank and file and commanding structure of law-enforcement bodies, the State fire fighting service, employees of the Office of the Public Prosecutor, bodies of the tax police and customs authorities, anti-drug enforcement agencies, entities and bodies of criminal and enforcement jurisdiction, will cease for their whole term the specified powers of military service or service within the listed bodies and establishments (in edition of the Federal Law dated July 25, 2002 N 116-FL – Code of Laws of the Russian Federations, 2002, N 30, article 3033, last amended 2006).

4. The term of suspension of military service or service within the bodies and establishments specified in the third paragraph of the present article, is considered long service of military personnel or employees of the specified bodies and establishments. Within the given term payment of money allowance (cash allowance) and other means stipulated by the federal law on military personnel and employees of specified bodies and establishments, as well as awarding of regular military or special ranks is not carried out. Within this timeframe a member of Council of Federation, the deputy of the State Duma has the right to leave the military service or service in the specified bodies and establishments on the bases stipulated by federal legislation.

5. The legislative (representative) Government body of the subject of the Russian Federation and the highest executing agency of the government of the subject of the Russian Federation are obliged to provide to the member of the Council of Federation, who is accordingly a representative of legislative (representative) government body of the subject of the Russian Federation or of the government body of the subject of the Russian Federation, for realization of his powers on the territory of the corresponding subject of the Russian Federation the vehicles, the separate protected premise equipped with furniture, communication facilities, including governmental and necessary office equipment, including personal computers connected to shared network of the relevant government bodies, printers, copier, and also to provide other conditions that would allow him to carry out his duties, stipulated by the present federal law (new part – five - is introduced by the Federal law dated August 4, 2001 N 109-FL- Code of Laws of the Russian Federations, 2001, N 32, article 3317).

~~6. The highest executing agency of the government of the subject of the Russian Federation, on the territory of which the constituency of the deputy of the State Duma is located, is obliged to provide him for performance of his deputy duties the vehicles, the separate protected premise equipped with furniture, communication facilities, including governmental and necessary office equipment, including personal computers, connected to shared network of relevant government bodies, printers, copiers and also to provide other conditions for realization of his duties, stipulated by the present Federal law (part five is considered as part sixth within the Federal law dated August 4, 2001 N 109-FL Code of Laws of the Russian Federation, 2001, N 32, item 3317). (2005)~~

7. The executive authority of the subject of the Russian Federation of the territory, determined in accordance with Art. 8, part 1 of the present law, shall provide the deputy for fulfillment of his functions with the vehicles, the separate protected premise equipped with furniture, communication facilities, including governmental and necessary office equipment, including personal computers, connected to shared network of relevant government bodies, printers, copiers and also to provide other conditions for realization of his duties, stipulated by the present Federal law (2005).

8. The head of the executing body of the subject of the Russian Federations, local self-government body is held responsible for the creation of the conditions stipulated by the present Federal law for the realization of the powers of the deputy of the State Duma and his assistants.

~~9. The total amount of annual expenses for one member of the Council of Federation, the deputy of the State Duma, needed for provision of the conditions listed in the present article, which are necessary for realization of their powers, is established annually by the decision of the Council of Federation, the State Duma within the amount of expenses in accordance with the limits on expenditures approved by the Federal law on the federal budget to support the Council of Federation, the State Duma, no later than one month from the date when the federal law on federal budget for the next fiscal year comes into effect (parts six – eight are considered accordingly as parts seven – nine within the Federal law dated August 4, 2001 N 109-FL-Code of Laws of the Russian Federation, 2001, N 32, article 3317).~~

Article 7. Types of activities of member of Council of Federation,
deputy of State Duma

1. Types of activities of the member of the Council of Federation, the deputy of the State Duma include:

- a) participation in sessions of the Council of Federation, State Duma in accordance with procedures established by the rules of chambers of Federal Assembly of the Russian Federation; in joint sessions of chambers of the Federal Assembly of the Russian Federation;
- b) participation in the work of committees and commissions of chambers of the Federal Assembly of the Russian Federation in accordance with procedures established by the rules of chambers of Federal Assembly of the Russian Federation; in the work of conciliation and special commissions created by the Council of Federation and the State Duma (within Federal law dated August 4, 2001 N 109-FL-Code of Laws of the Russian Federation, 2001, N 32, article 3317);
- c) participation in the execution of assignments of the Council of Federation, the State Duma and their bodies accordingly;
- d) participation in parliamentary hearings;
- e) introduction of draft legislation to the State Duma;
- f) introduction of interpellation (interpellation of the Council of Federation, the State Duma), interpellation of the member of Council of Federation, the deputy of the State Duma (deputy's interpellation);
- g) addressing issues to members of the Government of the Russian Federation at sessions of the corresponding chamber of the Federal Assembly of the Russian Federation;
- h) addressing relevant officials with requests to take measures on immediate punishment for revealed violation of citizens' rights.

2. Types of activities of the deputy of the State Duma also include:

- a) work with constituents;
- b) participation in the work of deputy associations - factions and deputy groups in the State Duma.

3. The activities of the member of the Council of Federation, the deputy of the State Duma can also be carried out in other forms stipulated by the Constitution of the Russian Federation, the present Federal law and rules of chambers of Federal Assembly of the Russian Federation.

Article 8. Relationship of deputy of the State Duma with constituents

1. The deputy of the State Duma communicates with constituents. Thus, the deputy of the State Duma, elected by single-member constituency, communicates with constituents of the electoral district, and the deputy of the State Duma, elected by general federal constituency, communicates with constituents in the subject (subjects) of the Russian Federation, determined by the corresponding fraction in the State Duma, established by the election assembly (union) by the voting list of which he has been elected.
2. The deputy of the State Duma considers letters (appeals) addressed by the constituents, carries out consultations with citizens, introduces proposals to the appropriate government bodies, local self-government bodies and public associations.
3. The deputy of the State Duma informs constituents about his activities during meetings with them, as well as through the mass media.
4. The deputy of the State Duma on a monthly basis is given appropriate number of days to work with constituents according to procedures established by the Rules of the State Duma of Federal Assembly of the Russian Federation.

Article 9. Compliance with ethical standards by the member of the Council of Federation,
the deputy of the State Duma

The member of the Council of Federation, the deputy of the State Duma are obliged to comply with ethical standards. Responsibility for infringement by the member of the Council of Federation, the deputy of the State Duma of the specified norms is established by rules of chambers of the Federal Assembly of the Russian Federation.

Article 10. Declaration of income and property of the member of the Council of
Federation, the deputy of the State Duma

According to the procedures established by the federal law on public service, the member of the Council of Federation, the deputy of the State Duma presents declarations on income and property, which belongs to them by the property right. The information on the infringements connected with the deliberate concealment of incomes and revealed by tax bodies of the Russian Federation is subject to official publication of Federal Assembly of the Russian Federation.

**CHAPTER II. GUARANTEES OF ACTIVITIES OF THE MEMBER OF THE COUNCIL
OF FEDERATION, THE DEPUTY OF STATE DUMA**

Article 11. Right of legislative initiative of the member of the Council of Federation,
the deputy of State Duma

1. The member of the Council of Federation, the deputy of the State Duma have the right of the legislative initiative which is carried out in the form of introducing draft legislation and amendments to them to the State Duma.
2. The group consisting of not less the one fifth of the number of members of the Council of Federation or deputies of the State Duma can introduce amendments to the Constitution of the Russian Federation and revision of provisions of the Constitution of the Russian Federation.
3. Legislative initiatives listed in parts one and two of the present article are subject to obligatory consideration by the State Duma.
4. The procedure of realization of the right of the legislative initiative by the member of the Council of Federation, the deputy of the State Duma is defined by the Constitution of the Russian

Federation, the present Federal law and the chamber rules of the Federal Assembly of the Russian Federation.

Article 12. Participation of the member of the Council of Federation, the deputy of the State Duma in session of the corresponding Chambers of Federal Assembly of the Russian Federation, as well as in session of committee, commission of the corresponding chamber of the Federal Assembly of the Russian Federation, conciliation and special commissions.

(title of the article within Federal law dated August 4, 2001 N 109-FL- Code of Laws of the Russian Federation, 2001, N 32, article 3317)

1. The member of the Council of Federation, the deputy of the State Duma use the right of a decisive vote on all issues considered by the corresponding chamber of the Federal Assembly of the Russian Federation, as well as by committee, commission of the given chamber of the Federal Assembly of the Russian Federation, conciliation and special commission, of which they are members (within Federal law dated August 4, 2001 N 109-FL-Code of Laws of the Russian Federation, 2001, N 32, article 3317).

2. The member of the Council of Federation, the deputy of the State Duma realize at sessions of corresponding chamber of Federal Assembly of the Russian Federation, committee, commission of the given chamber, conciliation and special commission, the rights provided to them according to the Constitution of the Russian Federation, the present Federal law and chamber rules of the Federal Assembly of the Russian Federation (within Federal law dated August 4, 2001 N 109-FL-Code of Laws of the Russian Federation, 2001, N 32, article 3317).

3. The member of the Council of Federation, the deputy of the State Duma take personal participation in session of corresponding chamber of Federal Assembly of the Russian Federation, committee, commission, conciliation and special commission, of which they are members, according to the procedure established by chamber rules of the Federal Assembly of the Russian Federation. In cases when they cannot be present at session of relevant chamber of the Federal Assembly of the Russian Federation, committee, commission, conciliation and special commission based on the reasonable excuse, the member of Council of Federation, the deputy of the State Duma ahead of time informs the Chairman of Council of Federation of Federal Assembly of the Russian Federation, the Chairman of the State Duma of Federal Assembly of the Russian Federation, the chairman of committee, commission, the co-chairman of the conciliation and special commission accordingly (within Federal law dated August 4, 2001 N 109-FL- Code of Laws of the Russian Federation, 2001, N 32, article 3317).

4. The member of Council of Federation, the deputy of the State Duma has the right to be present at any session of each of the chambers of the Federal Assembly of the Russian Federation.

Article 13. Interpellation

1. The Council of Federation, the State Duma have the right to direct interpellation to the Chairman of the Government of the Russian Federation, members of the Government of the Russian Federation, the Prosecutor-General of the Russian Federation, the Chairman of the Central Bank of the Russian Federation, the Chairman of the Central Election Commission of the Russian Federation, chairmen of other election commissions, chairmen of the commissions of referendums, the Chairman of the Chamber of Accounts of the Russian Federation, heads of other federal state bodies, government bodies of the subjects of the Russian Federation and local self-

government bodies, as well as to the Pension Fund of the Russian Federation, Social Insurance Fund of the Russian Federation, the State Employment Office of the Russian Federation, Federal Mandatory Health Insurance Fund of the Russian Federation on issues, which are in competence of the specified bodies and officials, by compliance with the requirements stipulated in article 18 of the present Federal law.

2. The interpellation is accepted by the majority of votes of the total number of members or deputies of the relevant chamber of the Federal Assembly of the Russian Federation according to procedures established by the chamber rules of the Federal Assembly of the Russian Federation.

3. The official, whom the parliamentary interpellation has been directed to, should respond to it in oral (at a session of corresponding chamber of the Federal Assembly of the Russian Federation) or written form not later than 15 days from the date of receipt of the interpellation or within an alternative timeframe established by the corresponding chamber of the Federal Assembly of the Russian Federation. The response should be signed by the official to whom the interpellation is directed, or by the person temporarily acting on his behalf. The written response to the interpellation is disclosed by the chairman at a session of the corresponding chamber of the Federal Assembly of the Russian Federation. Copies of the written response are sent to all members of chamber of Federal Assembly, on behalf of which the interpellation has been directed.

Article 14. Interpellation of member of the Council of Federation, the deputy of the State Duma
(deputy's interpellation)

1. The member of the Council of Federation, the deputy of the State Duma (the initiator of interpellation) has the right to direct interpellation to the Chairman of the Government of the Russian Federation, the members of the Government of the Russian Federation, the Prosecutor-General of the Russian Federation, the Chairman of the Central Bank of the Russian Federation, the Chairman of the Central Election Commission of the Russian Federation, the chairmen of other election commissions, chairmen of the commissions of referendums, the Chairman of Chamber of Accounts of the Russian Federation, the heads of other federal state bodies, government bodies of the subjects of the Russian Federation and local self-government bodies, as well as to the Pension Fund of the Russian Federation, the Social Insurance Fund of the Russian Federation, the State Employment Office of the Russian Federation, the Federal Mandatory Health Insurance Fund of the Russian Federation on issues that are within the competence of the specified bodies and officials, by compliance with the requirements stipulated by article 18 of the present Federal law.

2. The interpellation of the member of the Council of Federation, the deputy of the State Duma is sent by them independently and does not require disclosure at a session of the corresponding chamber of the Federal Assembly of the Russian Federation.

3. The official to whom the parliamentary interpellation has been directed should respond to it in written form not later than 30 days from the date of receipt of the interpellation or within an alternative timeframe defined by the initiator of the interpellation.

4. The initiator of the interpellation has the right to take direct participation in consideration of the issues listed in the interpellation, including at a closed session of the corresponding bodies, by compliance with the requirements stipulated by article 18 of the present Federal law. The initiator of the interpellation should be informed in advance of the date of consideration of the issues listed

in the interpellation, which should be no later than three days before the date of the session of the corresponding body.

5. The response to the interpellation must be signed by the official, to whom the interpellation was directed, or by the individual, who is temporarily acting on his behalf.

Статья 6. Условия осуществления членом Совета Федерации, депутатом Государственной Думы своих полномочий

1. Член Совета Федерации, депутат Государственной Думы осуществляют свои полномочия на постоянной основе (в ред. Федерального закона от 4 августа 2001 г. N 109-ФЗ - Собрание законодательства Российской Федерации, 2001, N 32, ст. 3317).

2. Член Совета Федерации, депутат Государственной Думы не вправе:

а) быть депутатом законодательного (представительного) органа государственной власти субъекта Российской Федерации или органа местного самоуправления, выборным должностным лицом иного органа государственной власти или органа местного самоуправления, замещать иную государственную должность Российской Федерации, государственную должность субъекта Российской Федерации, государственную должность государственной службы или муниципальную должность муниципальной службы;

б) находиться на государственной или муниципальной службе;

в) заниматься предпринимательской или другой оплачиваемой деятельностью, кроме преподавательской, научной и иной творческой деятельности;

г) состоять членом органа управления хозяйственного общества или иной коммерческой организации (часть 2 в ред. Федерального закона от 4 августа 2001 г. N 109-ФЗ - Собрание законодательства Российской Федерации, 2001, N 32, ст. 3317).

Article 10 Income and Asset declaration by members of the government and members of Parliament (MPs)

Members of the Council of Federations and members of the State Duma submit a declaration of income and assets that they own, according to the federal laws on state service. Any information regarding violations of this provision, such as the deliberate concealment of income, that is revealed by the tax authorities of the Russian Federation will be published in the official print publication of the Federal Assembly of the Russian Federation.

Статья 10. Декларации о доходах и об имуществе члена Совета Федерации, депутата Государственной Думы

Член Совета Федерации, депутат Государственной Думы представляют

декларации о доходах и об имуществе, принадлежащем им на праве собственности, в порядке, установленном федеральным законодательством о государственной службе. Информация о нарушениях, связанных с умышленным сокрытием доходов и выявленных налоговыми органами Российской Федерации, подлежит опубликованию в официальном печатном издании Федерального Собрания Российской Федерации.

3. Law No. 79-FZ of July 27, 2004
"On the State Civil Service in the Russian Federation"

Article 20. Provision of information on income, property and property obligations

1. Citizens enrolling for civil service and active civil servants, annually and not later than on April 30 of the year following the reporting year, shall provide to the representative of the employer information on their income, property and property obligations.
2. Information on income, property and property obligations provided by civil servants pursuant to this Article shall constitute information of confidential nature, unless it qualifies as data constituting state secret under federal law.
3. Information on income, property and property obligations of a civil servant may not be used for establishing or determining his/her solvency or collecting, directly or indirectly, donations (contributions) to funds of public or religious associations, other organizations, or private individuals.
4. A civil servant who has allowed disclosure of information on income, property and property obligations of other civil servants or the use of such information for purposes not envisaged by this Federal Law and other federal laws, shall bear liability in accordance with this Federal Law and other federal laws.
5. Information on income, property and property obligations of civil servants who are appointed to and dismissed from civil service positions by the President of the Russian Federation or the Government of the Russian Federation, shall be provided for publication to the Russian national mass media upon their request with simultaneous notification of the subject civil servants. Information on income, property and property obligations of the relevant civil servants of constituent entities of the Russian Federation shall be provided for publication to the Russian national and regional mass media upon their request with simultaneous notification of the subject civil servants.
6. Regulation on the provision of information on the civil servant's received income and owned property subject to taxation and the property obligations of a civil servant shall be approved by decree of the President of the Russian Federation or a legislative enactment of a constituent entity of the Russian Federation, respectively, subject to the requirements of this Article.

4. Presidential Decree No. 305 “On the top-priority measures for preventing corruption and decreasing budgetary spending in procurement”; 8th April 1997

Указ Президента РФ от 8 апреля 1997 г. N 305 "О первоочередных мерах по предотвращению коррупции и сокращению бюджетных расходов при организации закупки продукции для государственных нужд"

Article 43

Customers and their employees may not be participants in the tender or belong to one and the same group of persons to which a tender participant belongs; tender participants belonging to a group of persons shall be deemed a single person.

Должностные лица (служащие) заказчика не могут быть участниками торгов (конкурса) или входить в одну группу лиц с участником торгов (конкурса).

5. Tax Code, July 31, 1998

(with the Amendments and Additions of March 30, July 9, 1999, January 2, 2000, December 29, 2000, May 30, August 6, 7, 8, November 27, 29, December 28, 29, 30, 31, 2001, May 29, July 24, 25, December 24, 27, 31, 2002, May 6, 22, 28, June 6, 23, 30, July 7, November 11, December 8, 23, 2003)

Passed by the State Duma on July 16, 1998

Approved by the Council of Federation on July 17, 1998

Article 19. Taxpayers and Payers of Fees

Taxpayers and payers of fees shall be defined as organisations and individuals who are under an obligation, under this Code, to pay taxes and/or fees, respectively.

In the order prescribed by this Code the branches and other separate subdivisions of Russian organisations shall discharge the duties of these organisations in the payment of taxes and fees in the location of these branches and other separate subdivisions.

Article 88. Documentary Tax Audit

A documentary audit is an examination conducted in the office of the tax authority of the data contained in tax returns and other documents filed by the taxpayer that serve as the basis for computing and paying taxes, as well other documents concerning the taxpayer that the tax authority has in its possession.

Documentary audits shall be conducted by authorized tax officials as part of their routine duties within 3 months after the taxpayer has filed a tax return and other documents that serve as a basis for assessing and/or paying the tax, unless another deadline has been set forth in legislative or other regulatory acts on taxation, and no specific decision of the head of the tax authority shall be required to conduct such a audit.

If the audit reveals mistakes made when in filling out the forms or inconsistencies in

reported data, the taxpayer shall be notified and requested to make the appropriate corrections within the established time limit.

During a documentary audit the tax authority is entitled to request additional data from the taxpayer, to receive explanations and documents that confirm the correctness of assessment and timeliness of tax payment.

For the underpaid amount of taxes revealed by documentary audit, the tax authority shall send out a demand for the payment of the tax and interest amount in question.

6. **Presidential Decree No. 484 “On the Provision by the Officials Holding State Position; and the Officials Holding State Position in the State Service, and the Organs of Self-Governance of Information on Income and Assets”, 15th May 1997, most recent amendment on 25th July 2000**

DECREE

OF THE PRESIDENT OF THE RUSSIAN FEDERATION

"On providing information on income and property by persons holding governmental positions of the Russian Federation and by persons holding governmental positions at government service and positions in local agencies of self-government"

(with changes as of July 25, 2000)

Document with changes introduced by

Decree of the President of the Russian Federation dated March 4, 1998 N 227 (Rossiyskaya gazeta, N 46, 10.03.98);

Decree of the President of the Russian Federation dated May 31, 1999 N 680;

Decree of the President of the Russian Federation dated July 25, 2000 N 1358.

With the view of creating effective mechanisms for the prevention of corruption and abuses in the country, being guided by article 80 of the Constitution of the Russian Federation, as well as the Federal law "On basis of civil service of the Russian Federation", and until adoption of relevant federal laws

I declare:

1. To require the annual provision by persons holding a public position of the Russian Federation (including the President of the Russian Federation, members of the Council of Federation of the Federal Assembly of the Russian Federation, deputies of the State Duma of the Federal Assembly of the Russian Federation, members of the Government of the Russian Federation) and governmental positions of subjects of the Russian Federation, and also persons holding public positions of federal public service, public positions of subjects of the Russian Federation and positions in local agencies of self-government, of information on their income and property that belongs to them.

2. To establish that the organization of check the information provided by the citizen during application for positions of civil service according to the Federal law "On bases of civil service of the Russian Federation", the checks of compliance defined by the legislation of the Russian Federation of restrictions by the persons holding the governmental positions of federal civil service, governmental positions of civil service of subjects of the Russian Federation, is assigned to personnel service of relevant state body.

3. Define that:

in the case of the appointment of a citizen to a governmental position of the Russian Federation (except for federal court judges), a

governmental position of federal civil service within federal executing bodies, if appointment to these positions and dismissal from these positions are carried out by the President of the Russian Federation, the organization of checks of the information listed in clause 2 of the present Decree, and compliance with the restrictions established by the legislation of the Russian Federation is to be carried out by the Personnel Administration of the President of the Russian Federation (the paragraph within the Decree of the President of the Russian Federation dated May 31, 1999 N 680 - see the previous edition);

in the case of the appointment of a citizen to a governmental position of federal civil service in the Administration of the President of the Russian Federation the organization of checks of the information listed in clause 2 of the present Decree, and compliance with the restrictions established by the legislation of the Russian Federation is assigned to the Personnel Administration of the President of the Russian Federation (the paragraph within the Decree of the President of the Russian Federation dated May 31, 1999 N 680 - see the previous edition);

in the case of the appointment of a citizen to a government position of federal civil service in federal executing bodies, if appointments to and dismissal from this position are carried out by the Government of the Russian Federation, the organization of checks of the information listed in clause 2 of the present Decree, and compliance with the restrictions established by the legislation of the Russian Federation is assigned to the Personnel Administration of the Government of the Russian Federation.

4. Approve the attached **declaration form on income of the citizen and his property that belongs to him according to the property rights**.

To set that the specified declaration is submitted to the tax bodies by the citizen according to his permanent address. Persons permanently working abroad are to submit the specified declaration to the Ministry of the Russian Federation on Taxes and Tax Collections (the paragraph in edition of the Decree of the President of the Russian Federation dated July 25, 2000 N 1358 - see the previous edition).

The declaration is to be submitted in the following cases:

- by citizens – when appointed to governmental positions of the Russian Federation and when apply for the federal civil service;
- by persons holding governmental positions of the Russian Federation and federal civil servants annually, not later than April 1, the year following the fiscal year;
- by federal civil servants – when decisions are being made on their appointment to high governmental positions of civil service.

The Chairman of the Government of the Russian Federation, vice-chairmen of the Government of the Russian Federation, federal ministries must submit information about received and taxable objects income, securities, as well as property, that is subject to taxation and belongs to them according to the property right, when appointed to the relevant positions, and subsequently on an annual basis, not later than April 1, the year following the accounting fiscal year, to the Ministry of the Russian Federation of Taxation and Tax Collection according to the form defined by the Ministry of the Russian Federation of Taxation and Tax Collection (the paragraph had been additionally included on March 10, 1998 by the Decree of the President of the Russian Federation dated March 4, 1998 N 227; within the Decree of the President of the Russian Federation dated July 25, 2000 N 1358 - see the previous edition).

The Ministry of the Russian Federation of Taxation and Tax Collection within the period of one month must define the form of provision by the listed persons of the specified information (the paragraph had been additionally included on March 10, 1998 by the Decree of the President of the Russian Federation dated March 4, 1998 N 227; within the Decree of the President of the Russian Federation dated July 25, 2000 N 1358 - see the previous edition).

The Ministry of the Russian Federation of Taxation and Tax Collection directs the specified information to the Administration Personnel of the President of the Russian Federation for summarizing and reporting to the President of the Russian Federation (the paragraph had been additionally included on March 10, 1998 by the Decree of the President of the Russian Federation dated March 4, 1998 N 227; within the Decree of the President of the Russian Federation dated May 31, 1999 N 680; within the Decree of the President of the Russian Federation dated July 25, 2000 N 1358 - see the previous edition).

5. To approve the attached **form of inquiry on compliance by the citizens with restrictions that are connected with holding governmental positions of the Russian Federation, governmental positions of federal civil service.**

The specified information is annually, not later than April 1, the year following the fiscal year, is to be submitted to the Personnel department of relevant Government body according to the procedure established by the present Decree.

6. To recommend to persons holding governmental positions of the Russian Federation at the date when this Decree came into effect, the appointment to and dismissal from which is carried out by the President of the Russian Federation (except federal court judges) and the Government of the Russian Federation, as well as civil servants, holding federal governmental positions of civil service in the Administration of the President of the Russian Federation, Office of the Government of the Russian Federation and federal executive bodies, the appointment to and dismissal from which is carried out by the President of the Russian Federation (except Military servants) and the Government of the Russian Federation respectively, to provide within a 2-month period:

declaration for 1996 according to the form, defined by the present Decree, - to tax bodies (the paragraph within the Decree of the President of the Russian Federation dated July 25, 2000 N 1358 – see the previous edition);

information according to the form, defined by the present Decree:

a) to the Administration of the President of the Russian Federation (for persons, appointed by the President of the Russian Federation, or persons, holding federal government positions of the civil service in the Administration of the President of the Russian Federation);

b) in the Office of the Government of the Russian Federation (for persons, appointed by the Government of the Russian Federation, or persons, holding federal government positions of civil service in the Office of the Government of the Russian Federation).

7. The present Decree is not applied to military servants (except military servants – federal ministers) and federal court judges (clause in edition, that came into effect on March 10 1998 by the Decree of the President of the Russian Federation dated March 4, 1998 N 227 – see the previous edition).

8. The data, provided by the citizen at his appointment for the government position of the Russian Federation or application for the civil service, the information on results of checks of reliability and completeness of the presented data, data on compliance with restrictions established by the legislation of the Russian Federation by the persons holding governmental positions of the Russian Federation, and the persons holding the government positions of federal civil service, is attached to the personnel records of this person. Information provided in the form, defined by the present Decree, is also attached to the personnel records.

9. Persons holding governmental positions of the Russian Federation have the right to easily get acquainted with all materials in their personnel records files and to give an explanation in written form on the specified materials, which should be attached to the personnel records.

10. To establish that personnel service or specially authorized division of relevant government body in case of revealing the inaccuracy or incompleteness of the information submitted according to the present Decree organizes the check and informs the person who is subject of this check about the check, and also to the official or to the body, that has the right to appoint to a relevant position (the paragraph has been added on March 10, 1998 by the Decree of the President of the Russian Federation dated March 4, 1998 N 227, - see previous edition).

The check is to be carried out in 2-week period. By the decision of the official or the body that has the right to appoint to the relevant position the person who is the subject of the check the check period can be extended for another month. For the same reasons, a repeat check can be called for no earlier than six months from the end of the previous check.

11. Federal ministers, heads of other federal executive bodies, other persons appointed to governmental positions of the Russian Federation by the President of the Russian Federation, can be suspended by the President of the Russian Federation from execution of his duties for the period of the carrying out of the check in the following cases:

- failure to provide the information stipulated by the present Decree in the timeframe specified by the present Decree;

- provision of inadequate or incomplete information.

12. The civil servant of the federal civil service in accordance with the procedures can be suspended from the execution of his duties for the period of carrying out the check in following cases:

- failure to provide the information stipulated by the present Decree in the timeframe specified by the present Decree;

- provision of inadequate or incomplete information.

Dismissal of the public servant from execution of his duties is made by a decision of the official or body that has the right to appoint to governmental positions of the federal civil service.

13. To set that the information included in the declaration and the inquiry note is to be considered confidential information if it is not considered by the legislation of the Russian Federation to be a state secret. Civil servants, the official duties of whom include the gathering

and checking of the specified information, can be called to account for their disclosure in disciplinary and other responsibility in accordance with the legislation of the Russian Federation.

The information included in the declaration and the information submitted by the person holding the governmental position of the Russian Federation, can be published in the All-Russian mass media in accordance with procedures defined by the President of the Russian Federation.

To approve the applied **procedure of the provision of information on income and property of persons holding governmental positions of the Russian Federation, to the All-Russian means mass media.**

14. To introduce to the State Duma of the Federal Assembly of the Russian Federation the draft federal law "On introduction of modifications and amendments to the Federal law "On principle elements of civil service of the Russian Federation," which stipulates the provision by persons holding governmental positions of the Russian Federation, governmental positions of the subjects of the Russian Federation, by federal civil servants, civil servants of the subjects of the Russian Federation, of information about income and property that belongs to them according to the property rights, and information on their compliance with restrictions, defined by the legislation of the Russian Federation.

To recommend to the State Duma of the Federal Assembly of the Russian Federation to consider the specified draft law during the spring session of 1997.

15. The Government of the Russian Federation within a period of one month must submit draft legislation on the introduction of modifications and amendments to federal laws on issues of the present Decree to the President of the Russian Federation for introduction to the State Duma of the Federal Assembly of the Russian Federation.

16. The Administration of the President of the Russian Federation within a period of one month must submit a draft decree of the President of the Russian Federation stipulating the order on Personal file recording of persons holding governmental positions of the Russian Federation, and federal civil servants, the appointment to and dismissal from of which is carried out by the President of the Russian Federation.

17. To recommend to the governmental bodies of the subjects of the Russian Federation to define a procedure for the provision of information stipulated by the present Decree, by public servants of the civil service of subjects of the Russian Federation and officials of local self-government bodies.

18. The Administration of the President of the Russian Federation annually, by May 1, must submit to the President of the Russian Federation summarized information related to the compliance with restrictions by the persons listed in clause 6 of the present Decree, defined by the legislation of the Russian Federation, and the provision of declarations and inquiry notes by them (the paragraph in the edition, which came into effect on March 10, 1998 by the Decree of the President of the Russian Federation dated March 4, 1998 N 227, - see previous edition).

19. The present Decree comes into effect from the date of its official publication, except the paragraphs five and six of clause 4.

Paragraphs five and six of clause 4 of the present Decree come into effect on August 1, 1997.

President
of the Russian Federation
B. Eltzin

Moscow, the Kremlin
May 15, 1997
N 484

APPROVED
by the President's Decree
of the Russian Federation
dated May 15, 1997 N 484
(in edition, which came into effect
on March 10, 1998
by the Decree of the President of the Russian Federation
dated March 4, 1998 N 227, -
see previous edition)
(with amendments as of July 25, 2000)

+-----+
Reference mark on accepting |
|for consideration |
|to the taxation body*) |
+-----+
To _____
(specify title

of taxation body*)

*) By the Decree of the President of the Russian Federation dated July 25, 2000 N 1358 the words "state taxation service body" has been replaced with "taxation body" by the relevant case (**Russian grammar**) – see the previous edition).

DECLARATION

**by person on his income and property,
that belongs to him according to the property rights**

Declaration is submitted by _____
(surname, name, middle name)

resident address: _____
(postal code, full address)

Have document, showing identification, _____
(type of document)

series _____ number _____

Issued by and when _____

Date of birth _____ Place of birth _____

Telephone numbers: home _____ work _____

Holding position of _____

Declaration is submitted on income and property of _____

(citizen's surname, name and middle name)

PART 1

Information on income

**I present information on income received for the period of fiscal year
starting " " January 199__ to " " December 199__**

N	Income Type	Income Amount* (thous. rubles.)
1	2	3
1	Income from main place of employment	
2	Income from educational work (teaching)	
3	Income from scientific work	
4	Income from other creative activity	
5	Income from deposits in banks and other credit organizations	
6	Income from securities and shares of participation in commercial organizations	
7	Other incomes (specify type of income):	
	1)	
	2)	
	3)	
8	Total for reporting period	

* For incomes received in foreign currency, the amount of income is calculated in rubles using the exchange rate of the Bank of Russia at the date of receipt of the income.

PART 2

Information on property

I hereby provide information about property belonging to me according to the property rights (including by common property), at the end of the reporting period.

2.1. Real estate

N	Type and title of estate	Method of acquisition*	Type of property **	Location (address)	Area (sq.mt)
1	2	3	4	5	6
1	Land lots***				
	1)				
	2)				
	3)				
2	Houses:				
	1)				
	2)				
	3)				
3	Apartments:				
	1)				
	2)				
	3)				

4	Dachas (cottages):				
	1)				
	2)				
	3)				
5	Garages:				
	1)				
	2)				
	3)				
6	Other real estate:				
	1)				
	2)				
	3)				

* The method of acquisition (purchase, barter, donation, inheritance, privatization and other), as well as requisites (date, number) of relevant agreement or act are to be specified.

** Form of property is to be specified (personal, common); for joint ownership – it is necessary to specify names (surname, first, middle name or title) whom the property belongs to; for shared property - it is necessary to specify the share of person, who is the subject of filling in the declaration.

*** Type of land lot is to be specified (share, part) – used for individual housing, dacha, garden, homestead land, vegetable garden and other.

2.2. Transport facility

N	Type and make of car	Method of acquisition*	Type of property**	Place of registration
1	2	3	4	5
1	Auto cars 1) 2)			
2	Auto trucks 1) 2)			
3	Trailers: 1) 2)			
4	Motor transport facilities: 1)			

	2)			
5	Agricultural machinery:			
	1)			
	2)			
6	Water transport:			
	1)			
	2)			
7	Air transport:			
	1)			
	2)			
8	Other transport facilities			
	1)			
	2)			

* The method of acquisition (purchase, barter, donation, inheritance, privatization and other), as well as requisites (date, number) of relevant agreement or act are to be specified.

** Form of property is to be specified (personal, common), for joint ownership – it is necessary to specify names (surname, first, middle name or title) whom the property belongs to, for shared property - it is necessary to specify the share of person, who is the subject of filling in the declaration.

I confirm the reliability and completeness of information, specified in the declaration.

"__"____199__year_____
(signature of person filling in the declaration)

"__"____199__year_____
(signature of person receiving the declaration)

APPROVED
by the Decree of the President
of the Russian Federation
dated May 15, 1997 N 484
(in edition that came into effect
on March 10, 1998
by the Decree of the President of the Russian Federation
dated March 4, 1998 N 227, -
see previous edition)
(with amendments as of July 25, 2000)

+-----+
| Reference mark on |
| accepting |
| for consideration |
| to the Government body |
| |
+-----+

To_____
(specify title

of Government body)

INQUIRY NOTE
on compliance by a citizen with restrictions, related to holding the
governmental position of the Russian Federation,
governmental positions of federal civil service

Inquiry note filled by _____,
(surname, first, middle name)

resident address: _____
(postal code, full address)

Have document, showing identification, _____
(type of document)

series _____ number _____

Issued by and when _____

Date of birth _____ Place of birth _____

Telephone numbers: home _____ work _____

Holding position of _____

PART 1

Statement by the person

1. I comply with the restrictions, defined by the legislation
of the Russian Federation on civil service.

2. I have submitted to _____

(specify title of taxation agency*)

*) By the Decree of the President of the Russian Federation dated July 25, 2000 N 1358 the words "state taxation service body" has been replaced with "taxation body" – see the previous edition).

"__"____199__declaration on income and property,
that belongs to me according to the property rights.

(signature)

PART 2

Information on property and liabilities

Information on property and liabilities of_____

(citizen's surname, first, middle name)

as of " " January 199__ (reporting date).

2.1. Monetary assets, which are in accounts in banks and other credit organizations

+-----+-----+-----+-----+-----+-----+					
N	Name and address of bank or other credit organization	Type and currency of account*	Date of opening an account	Account number	Account balance** (ths.rubles)
1	2	3	4	5	6

* Type of account is to be specified (savings, checking, settlement, loan and other) and account currency.

** Account balance is to be specified as of the reporting date. For accounts in foreign currency the account balance is specified in rubles using the exchange rate of the Bank of Russia as of the reporting date.

2.2. Securities

2.2.1. Shares and other participation in commercial organizations

N	Name and organizational and legal form of organization*	Location of organization (address)	Authorized capital** (ths.rubles)	Share of participation***	Method of participation****
1	2	3	4	5	6

2.2.2. Other securities

N	Type of security *****	Person, who issues security	Nominal value of liability (ths.rubles)	Total quantity	Total cost***** (ths.rubles)
1	2	3	4	5	6

* Full or abbreviated official name of organization and its organizational and legal form (joint stock company, limited liability company (LLC), partnership association, producers' co-operative) are to be specified.

** Authorized capital is to be specified according to constituent instrument (document) of the organization as of the reporting date. For authorized capital, which is in foreign currency, the authorized capital is to be specified in rubles using the exchange rate of the Bank of Russia as of the reporting date.

*** Share of participation is to be specified in percent of authorized capital. For Joint Stock companies - nominal value and quantity of shares is to be specified.

**** The method of acquisition of share of participation (constitutive agreement, privatization, purchase, barter, donation, inheritance and other), as well as requisites (date, number) of the relevant agreement or act are to be specified.

***** All securities are to be specified by type (loan securities, promissory note and other), excluding stocks, specified in sub-section "Shares and other participation in commercial organizations".

***** Total cost of securities of this type based on the cost of their acquisition is to be specified (and if it is not possible to define, then based on market cost or nominal value). For liabilities, which are in foreign currency, the cost is specified in rubles using the exchange rate of the Bank of Russia as of reporting date.

Subtotal by sub-section 2.2 "Securities" total declared cost of securities, including share of participation in commercial organizations (thousands of rubles) _____.

2.3. Liabilities

2.3.1. Objects of real assets, which are in use

N	Type of property*	Owner of property	Type and term of use**	Method of use***	Location (address)	Area (sq.mt)
п/п						

1	2	3	4	5	6	7

2.3.2. Other liabilities****

N п/п	Content of liability*****	Creditor (debtor)*****	Method of origin*****	Amount of liability***** (thous. rubles)	Term of liability	Conditions of liability *****
1	2	3	4	5	6	7

* Type of real estate is to be specified (land lot, house, dacha and other).

** Type of usage is to be specified (lease, free use and other) and term of usage.

*** Method of usage (agreement, actual provision and other), as well as requisites (date, number) of relevant agreement or act are to be specified.

**** Accrued liabilities existing to the reporting date is to be specified, which are of financial character of amount not exceeding 100-times over minimum wage, defined at the reporting date.

***** Merits (essence) of liability are to be specified (loan, credit and other).

***** Second party of liability is to be specified: creditor or debtor, his last, first and middle name (name of legal person), address.

***** Method of origin of liability (agreement, transfer of money or property and other), as well as requisites (date, number) of relevant agreement or act are to be specified.

***** Amount of main liability is to be specified (without amount of percents). For liabilities in foreign currency, amount is to be

specified in rubles using the exchange rate of the Bank of Russia to the reporting date.

***** Annual interest rate of liability, property pledged in liability, guarantees and vouchers issued to secure liability are to be specified.

I confirm the reliability and completeness of information, specified in the inquiry note.

"__"____199__year_____
(signature of person submitting the inquiry note)

"__"____199__year_____
(signature of person receiving the inquiry note)

APPROVED
by the Decree of the President
of the Russian Federation
dated May 15, 1997 N 484

**Order
of provision of information on income and property of persons,
holding governmental positions of the Russian Federation,
to All-Russian mass media**

1. The present order of provision to the All-Russian means of mass media, by their appeal, the information on income and property of persons, holding governmental positions of the Russian Federation, for publication (hereinafter referred – order) defines the liabilities of personnel service of government bodies, which occur due to appeals of All-Russian means of mass media on provision of information on income and property of persons, holding governmental positions of the Russian Federation.

2. Appeal of All-Russian mean of mass media, directed in a written form to an official or governmental body that has the right to appoint to the relevant position the person holding a governmental position of the Russian Federation, on the provision of information on the income and property of this person (hereinafter referred – appeal) within the period of one week from the date of receipt is to be sent for execution to the personnel service of the relevant governmental body.

Appeal, which does not include liability of All-Russian mass media about the publication of the requested information in a complete form in the next issue or in a period of one week from their receipt, is not considered and is subject to return.

3. The personnel service of the governmental body when receiving an appeal that corresponds with the requirements of clause 2 of the present order, within a period of one week will inform the person, who is the subject of appeal, about the appeal, and ensures the transfer to the All-Russian mass media the following information on the income and property of the person, holding governmental position of the Russian Federation:

total declared cost of real assets, transport facilities and securities, that belong to him according to the property rights;

list of property objects, that belong to the person according to the property rights or are in use by him, with specifying the type, area or country of location of each property;

declared annual income.

Specified information is submitted based on data, available within the personnel service of the government body up to the date of receipt of the appeal.

4. In the submitted information it is prohibited to include the following:

other information on the income of persons, holding governmental positions of the Russian Federation, except those specified in clause 3 of the present order;

information about the spouse, the children and other family members of the person, holding a governmental position of the Russian Federation;

information, which might reveal the residence, postal address, telephone and other individual communication means of the person, holding governmental positions of the Russian Federation, as well as those of his spouse, children and other members of his family;

information, which might reveal the location of property objects, that belong to him according to the property rights or are in use by him;

information, referred to as a state secret or considered confidential.

5. In the event the appeal has been submitted in relation to a person, holding a governmental position of the Russian Federation, information on income and property of whom for the fiscal year have been earlier submitted for publication to the All-Russian mass media in accordance with the present order, the personnel service of the relevant government body will not present the specified information, but within a period of one week will inform the applicant to which All-Russian mass media this information has been provided earlier.

6. Officials and staff of personnel service of the relevant governmental bodies bear disciplinary responsibility (as far as to the point dismissal) for not complying with the present order. They also bear responsibility, as stipulated by the legislation of the Russian Federation, for disclosure of information, referred to as a state secret or considered confidential.

Edition of document with inclusion of
amendments and modifications
is prepared by the judicial
office "KODEKS"

1. Считать необходимым ежегодное представление лицами, замещающими государственные должности Российской Федерации (в том числе Президентом Российской Федерации, членами Совета Федерации Федерального Собрания Российской Федерации, депутатами Государственной Думы Федерального Собрания Российской Федерации, членами Правительства Российской Федерации) и государственные должности субъектов Российской Федерации, а также лицами, замещающими государственные должности федеральной государственной службы, государственные должности государственной службы субъектов Российской Федерации и должности в органах местного самоуправления, сведений о своих доходах и принадлежащем им имуществе.

To be considered as necessary the annual submission of income and asset declaration forms by individuals occupying state functions (including the President of the Russian Federation, Members of the Council of Federation of the Federal Assembly of the Russian Federation, Members of the State Duma, members of the Government of the Russian Federation), as well as by civil servants from the state and federal levels.

4. Утвердить прилагаемую **форму декларации о доходах гражданина и имуществе, принадлежащем ему на праве собственности.**

To confirm the attached form to be completed when declaring the citizen's revenues and assets.

To confirm that the mentioned declaration form is submitted to the tax authorities nearby the area of residence. The individuals working on a permanent basis abroad send their form to the Ministry of Revenues.

The declaration form is submitted in the following instances:

- by citizens – when appointed to either a state or federal state position.
- by individuals occupying state and federal positions annually and not later than 1st April.
- By federal civil servants – when appointed for a higher state public position

Установить, что указанная декларация подается в налоговые органы по месту постоянного жительства гражданина. Лица, постоянно работающие за рубежом, подают указанную декларацию в Министерство Российской Федерации по налогам и сборам (абзац в редакции Указа Президента

Российской Федерации от 25 июля 2000 года N 1358 - см. предыдущую редакцию).

Декларация подается в следующих случаях:

гражданами - при назначении на государственные должности Российской Федерации и при поступлении на федеральную государственную службу;

лицами, замещающими государственные должности Российской Федерации, и федеральными государственными служащими ежегодно, не позднее 1 апреля года, следующего за отчетным;

федеральными государственными служащими - при решении вопроса о назначении их на высшие государственные должности государственной службы.

Председателю Правительства Российской Федерации, заместителям Председателя Правительства Российской Федерации, федеральным министрам представлять сведения о полученных и являющихся объектами налогообложения доходах, ценных бумагах, а также о являющемся объектом налогообложения имуществе, принадлежащем им на праве собственности, при назначении на соответствующую должность, а впоследствии ежегодно, не позднее 1 апреля года, следующего за отчетным финансовым годом, в Министерство Российской Федерации по налогам и сборам по форме, установленной Министерством Российской Федерации по налогам и сборам (абзац дополнительно включен с 10 марта 1998 года Указом Президента Российской Федерации от 4 марта 1998 года N 227; в редакции Указа Президента Российской Федерации от 25 июля 2000 года N 1358 - см. предыдущую редакцию).

Министерству Российской Федерации по налогам и сборам в месячный срок определить форму представления перечисленными лицами указанных сведений (абзац дополнительно включен с 10 марта 1998 года Указом Президента Российской Федерации от 4 марта 1998 года N 227; в редакции Указа Президента Российской Федерации от 25 июля 2000 года N 1358 - см. предыдущую редакцию).

Министерство Российской Федерации по налогам и сборам направляет указанные сведения в Управление кадров Президента Российской Федерации для обобщения и доклада Президенту Российской Федерации (абзац дополнительно включен с 10 марта 1998 года Указом Президента Российской Федерации от 4 марта 1998 года N 227; в редакции Указа Президента Российской Федерации от 31 мая 1999 года N 680; в редакции Указа Президента Российской Федерации от 25 июля 2000 года N 1358 - см. предыдущую редакцию).

5. Утвердить прилагаемую **форму справки о соблюдении гражданином**

ограничений, связанных с замещением государственной должности Российской Федерации, государственной должности федеральной государственной службы.

Указанная справка ежегодно, не позднее 1 апреля года, следующего за отчетным, представляется в кадровую службу соответствующего государственного органа в порядке, установленном настоящим Указом.

13. Установить, что сведения, содержащиеся в декларации и справке, относятся к конфиденциальной информации, если законодательством Российской Федерации они не отнесены к сведениям, составляющим государственную тайну. Государственные служащие, в служебные обязанности которых входят сбор и проверка указанных сведений, могут привлекаться за их разглашение к дисциплинарной и иной ответственности в соответствии с законодательством Российской Федерации.

Сведения, содержащиеся в декларации и справке, поданных лицом, замещающим государственную должность Российской Федерации, могут быть опубликованы в общероссийских средствах массовой информации в порядке, определяемом Президентом Российской Федерации.

Утвердить прилагаемый **порядок предоставления сведений о доходах и имуществе лиц, замещающих государственные должности Российской Федерации, общероссийским средствам массовой информации.**

13. The information disclosed in the forms is deemed to be of a confidential nature, unless the legislation of the Russian Federation does not declare it as secret information.

The information disclosed by high-ranking public officials may be published in Russian mass-media outlets, in accordance with the procedure established by the President of the Russian Federation.

**Порядок
предоставления сведений о доходах и имуществе лиц,
замещающих государственные должности Российской Федерации,
общероссийским средствам массовой информации**

1. Настоящий порядок предоставления общероссийским средствам массовой информации по их обращениям сведений о доходах и имуществе лиц, замещающих государственные должности Российской Федерации, для опубликования (далее именуется - порядок) определяет обязанности кадровых служб государственных органов, возникающие в связи с обращениями общероссийских средств массовой информации о предоставлении сведений о доходах и имуществе лиц, замещающих государственные должности Российской Федерации.

2. Обращение общероссийского средства массовой информации, направленное в письменном виде в адрес должностного лица или государственного органа, имеющего право назначать на соответствующую должность лицо, замещающее государственную должность Российской Федерации, о предоставлении сведений о доходах и имуществе этого лица (далее именуется - обращение) в недельный срок со дня получения направляется для исполнения в кадровую службу соответствующего государственного органа.

Обращение, не содержащее обязательства общероссийского средства массовой информации об опубликовании запрашиваемых сведений в полном объеме в ближайшем номере либо в недельный срок со дня их получения, не рассматривается и подлежит возврату.

3. Кадровая служба государственного органа при получении обращения, отвечающего требованиям пункта 2 настоящего порядка, в недельный срок сообщает об обращении лицу, в отношении которого поступило обращение, и обеспечивает передачу общероссийскому средству массовой информации следующих сведений о доходах и имуществе лица, замещающего государственную должность Российской Федерации:

суммарная декларированная стоимость недвижимого имущества, транспортных средств и ценных бумаг, принадлежащих лицу на праве собственности;

перечень объектов недвижимости, принадлежащих лицу на праве собственности или находящихся в его пользовании, с указанием вида, площади и страны расположения каждого из них;

декларированный годовой доход.

Указанные сведения предоставляются на основании данных, имеющихся в кадровой службе государственного органа на дату получения обращения.

4. В предоставляемых сведениях запрещается указывать:

иные данные о доходах и имуществе лица, замещающего государственную должность Российской Федерации, кроме указанных в пункте 3 настоящего порядка;

данные о супруге, детях и иных членах семьи лица, замещающего государственную должность Российской Федерации;

данные, позволяющие определить место жительства, почтовый адрес, телефон и иные индивидуальные средства коммуникации лица, замещающего государственную должность Российской Федерации, а также его супруги, детей и иных членов его семьи;

данные, позволяющие определить место нахождения объектов недвижимости,

принадлежащих лицу на праве собственности или находящихся в его пользовании;

информацию, отнесенную к государственной тайне или являющуюся конфиденциальной.

5. В случае если обращение поступило в отношении лица, замещающего государственную должность Российской Федерации, сведения о доходах и имуществе которого за отчетный год были ранее предоставлены для опубликования общероссийскому средству массовой информации в соответствии с настоящим порядком, кадровая служба соответствующего государственного органа не предоставляет указанные сведения, а сообщает заявителю в недельный срок, какому общероссийскому средству массовой информации были ранее предоставлены эти сведения.

6. Должностные лица и работники кадровых служб соответствующих государственных органов несут дисциплинарную ответственность (вплоть до увольнения) за несоблюдение настоящего порядка, а также предусмотренную законодательством Российской Федерации ответственность за разглашение сведений, отнесенных к государственной тайне или являющихся конфиденциальными.

7. Blank disclosure form (annex to the Presidential Decree No. 484 see the Law above for the full ENG translation of the Blank form)

О ПРЕДСТАВЛЕНИИ ЛИЦАМИ, ЗАМЕЩАЮЩИМИ ГОСУДАРСТВЕННЫЕ ДОЛЖНОСТИ РОССИЙСКОЙ ФЕДЕРАЦИИ, И ЛИЦАМИ, ЗАМЕЩАЮЩИМИ ГОСУДАРСТВЕННЫЕ ДОЛЖНОСТИ ГОСУДАРСТВЕННОЙ СЛУЖБЫ И ДОЛЖНОСТИ В ОРГАНАХ МЕСТНОГО САМОУПРАВЛЕНИЯ, СВЕДЕНИЙ О ДОХОДАХ И ИМУЩЕСТВЕ”

Отметка о принятии на
рассмотрение в
налоговый орган

В _____
(указывается наименование
налогового органа)

**ДЕКЛАРАЦИЯ
О ДОХОДАХ ГРАЖДАНИНА И ИМУЩЕСТВЕ, ПРИНАДЛЕЖАЩЕМ
ЕМУ НА ПРАВЕ СОБСТВЕННОСТИ**

Declaration of Income and Assets of a Citizen

Декларацию подал _____,
(Ф.И.О.)

проживающий по адресу: _____
(почтовый индекс, полный адрес)

Имею документ, удостоверяющий личность, _____
(вид документа)

серия _____ номер _____
кем и когда выдан документ _____

Дата рождения _____ Место рождения _____

Телефоны: домашний _____ служебный _____

Замещаемая должность _____

Декларация подана о доходах и имуществе _____

(Ф.И.О. гражданина)

Раздел 1. СВЕДЕНИЯ О ДОХОДАХ

Information on Income

Сообщаю сведения о доходах, полученных за отчетный период с «__» января 199__ г. По «__» декабря 199__ г.

N п/п	Вид дохода	Величина дохода <*> (тыс. Руб.)
1	2	3
1	Доход по основному месту работы Income at the main place of work	
2	Доход от педагогической деятельности Income from teaching	
3	Доход от научной деятельности Income from research	
4	Доход от иной творческой деятельности Income from other creative activities	
5	Доход от вкладов в банках и иных кредитных организациях Income from interest on accounts in banks and other credit organizations	
6	Доход от ценных бумаг и долей участия в коммерческих организациях Income from securities and shares in commercial organizations	
7	Иные доходы (указать вид дохода): Other sources of income	

	1) 2) 3)	
8	Итого доход за отчетный период	

<*> Для доходов, полученных в иностранной валюте, величина дохода учитывается в рублях по курсу Банка России на дату получения дохода.

Раздел 2. СВЕДЕНИЯ ОБ ИМУЩЕСТВЕ

Information on Assets

Сообщаю сведения об имуществе, принадлежащем на праве собственности (в том числе на праве общей собственности), на конец отчетного периода.

2.1. НЕДВИЖИМОЕ ИМУЩЕСТВО

Non-movable assets

N п/п	Вид и наименование имущества	Основание приобретения <*>	Вид соб- ственности <***>	Место на- хождения (адрес)	Площадь (кв. м)
1	2	3	4	5	6
1	Земельные участки: <***> Plots of lands 1) 2) 3)				
2	Жилые дома: Residential houses 1) 2) 3)				
3	Квартиры: Apartments 1) 2) 3)				
4	Дачи: Dachas 1) 2) 3)				
5	Гаражи: Garages 1) 2)				

	3)				
6	Иное недвижимое имущество: Other non-movable assets 1) 2) 3)				

<*> Указываются основание приобретения (покупка, мена, дарение, наследование, приватизация и другие), а также реквизиты (дата, номер) соответствующего договора или акта.

<*> Указывается вид собственности (личная, общая), для совместной собственности указываются иные лица (Ф.И.О. или наименование), в собственности которых находится имущество, для долевой собственности указывается доля лица, о котором заполняется декларация.

<***> Указывается вид земельного участка (пая, доли) - под индивидуальное жилищное строительство, дачный, садовый, приусадебный, огородный и другие.

2.2. ТРАНСПОРТНЫЕ СРЕДСТВА

Means of Transportation

N п/п	Вид и марка транспортного средства	Основание приобретения <*>	Вид собственнос- ти <*>	Место регистрации
1	2	3	4	5
1	Автомобили легковые: Cars 1) 2)			
2	Автомобили грузовые: Trucks 1) 2)			
3	Автоприцепы: Trailers 1) 2)			
4	Мототранспортные средства: Motorcycles 1) 2)			

5	Сельскохозяйственная техника: Farming machinery 1) 2)			
6	Водный транспорт: Water transport 1) 2)			
7	Воздушный транспорт: Air transport 1) 2)			
8	Иные транспортные средства: Other means of transportation 1) 2)			

<*> Указываются основание приобретения (покупка, мена, дарение, наследование, приватизация и другие), а также реквизиты (дата, номер) соответствующего договора или акта.

<***> Указывается вид собственности (личная, общая), для совместной собственности указываются иные лица (Ф.И.О. или наименование), в собственности которых находится имущество, для долевой собственности указывается доля лица, о котором заполняется декларация.

Достоверность и полноту сведений, указанных в Декларации, подтверждаю.

" _ " _____ 199_ г. _____
(подпись лица, заполняющего Декларацию)

" _ " _____ 199_ г. _____
(подпись лица, принявшего Декларацию)

Утверждена
Указом Президента
Российской Федерации
от 15 мая 1997 г. N 484

(в ред. Указов Президента РФ

от 04.03.1998 N 227, от 25.07.2000 N 1358)

Отметка о принятии на рассмотрение в государственный орган
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В _____
(указывается наименование
_____ государственного органа)

**СПРАВКА
О СОБЛЮДЕНИИ ГРАЖДАНИНОМ ОГРАНИЧЕНИЙ,
СВЯЗАННЫХ С ЗАМЕЩЕНИЕМ ГОСУДАРСТВЕННОЙ ДОЛЖНОСТИ
РОССИЙСКОЙ ФЕДЕРАЦИИ, ГОСУДАРСТВЕННОЙ ДОЛЖНОСТИ
ФЕДЕРАЛЬНОЙ ГОСУДАРСТВЕННОЙ СЛУЖБЫ**

Information on the compliance with the restrictions for the civil servants

Справку заполнил _____,
(Ф.И.О.)
проживающий по адресу: _____
(почтовый индекс, полный адрес)
Имею документ, удостоверяющий личность, _____
(вид документа)
серия _____ номер _____
кем и когда выдан документ _____

Дата рождения _____ Место рождения _____
Телефоны: домашний _____ служебный _____
Замещаемая должность _____

Раздел 1. ЗАЯВЛЕНИЕ ЛИЦА

1. Я соблюдаю ограничения, установленные законодательством Российской Федерации о государственной службе.

2. Мной представлена в _____
(указывается наименование

налогового органа)
" __ " _____ 199__ г. декларация о доходах и имуществе,
принадлежащем мне на праве собственности.

(подпись)

Раздел 2. СВЕДЕНИЯ ОБ ИМУЩЕСТВЕ И ОБЯЗАТЕЛЬСТВАХ

Сведения поданы об имуществе и обязательствах _____

(Ф.И.О. гражданина)
по состоянию на " __ " января 199__ г. (отчетная дата).

**2.1. ДЕНЕЖНЫЕ СРЕДСТВА, НАХОДЯЩИЕСЯ
НА СЧЕТАХ В БАНКАХ И ИНЫХ КРЕДИТНЫХ ОРГАНИЗАЦИЯХ**

Bank accounts and accounts in other credit organization

N п/п	Наименование и адрес банка или кредитной организации Name	Вид и валюта счета <*> Currency	Дата открытия счета Date of opening	Номер счета Account number	Остаток на счете <*> (тыс. руб.) Balance
1	2	3	4	5	6

<*> Указывается вид счета (депозитный, текущий, расчетный, ссудный и другие) и валюта счета.

<*> Остаток на счете указывается на отчетную дату. Для счетов в иностранной валюте остаток указывается в рублях по курсу Банка России на отчетную дату.

2.2. ЦЕННЫЕ БУМАГИ

Securities

2.2.1. АКЦИИ И ИНОЕ УЧАСТИЕ В КОММЕРЧЕСКИХ ОРГАНИЗАЦИЯХ

Shares and other participation in commercial organizations

N п/п	Наименование и организационно - правовая форма организации <1>	Место нахождения организации (адрес)	Уставный капитал <2> (тыс. руб.)	Доля участия <3>	Основание участия <4>
1	2	3	4	5	6

<1> Указывается полное или сокращенное официальное наименование организации и ее организационно - правовая форма (акционерное общество, общество с ограниченной ответственностью, товарищество, производственный кооператив и другие).

<2> Уставный капитал указывается согласно учредительным документам организации по состоянию на отчетную дату. Для уставных капиталов, выраженных в иностранной валюте, уставный капитал указывается в рублях по курсу Банка России на отчетную дату.

<3> Доля участия выражается в процентах от уставного капитала. Для акционерных обществ указываются также номинальная стоимость и количество акций.

<4> Указывается основание приобретения доли участия (учредительный договор, приватизация, покупка, мена, дарение, наследование и другие) с указанием реквизитов (дата, номер) соответствующего договора или акта.

2.2.2. ИНЫЕ ЦЕННЫЕ БУМАГИ Other securities

N п/п	Вид ценной бумаги <*>	Лицо, выпустившее ценную бумагу	Номинальная величина обязательства (тыс. руб.)	Общее количество	Общая стоимость <***> (тыс. руб.)
1	2	3	4	5	6

<*> Указываются все ценные бумаги по видам (облигации, векселя и другие), за исключением акций, указанных в подразделе "Акции и иное участие в коммерческих организациях".

<***> Указывается общая стоимость ценных бумаг данного вида исходя из стоимости их приобретения (а если ее нельзя определить - исходя из рыночной стоимости или из номинальной стоимости). Для обязательств, выраженных в иностранной валюте, стоимость указывается в рублях по курсу Банка России на отчетную дату.

Итого по подразделу 2.2 "Ценные бумаги" суммарная декларированная стоимость ценных бумаг, включая доли участия в коммерческих организациях (тыс. руб.), _____.

2.3. ОБЯЗАТЕЛЬСТВА Liabilities

2.3.1. ОБЪЕКТЫ НЕДВИЖИМОГО ИМУЩЕСТВА, НАХОДЯЩИЕСЯ В ПОЛЬЗОВАНИИ Non-movable assets used

N п/п	Вид имущества <*>	Собственник имущества	Вид и срок пользо- вания <***>	Основание пользования <***>	Место нахождения (адрес)	Площадь (кв. м)
1	2	3	4	5	6	7

<*> Указывается вид недвижимого имущества (земельный участок, жилой дом, дача и другие).

<***> Указывается вид пользования (аренда, безвозмездное пользование и другие) и срок пользования.

<***> Указываются основание пользования (договор, фактическое предоставление и другие), а также реквизиты (дата, номер) соответствующего договора или акта.

2.3.2. ПРОЧИЕ ОБЯЗАТЕЛЬСТВА <*>

Other liabilities

<*> Указываются имеющиеся на отчетную дату срочные обязательства финансового характера на сумму, превышающую 100-кратный размер минимальной оплаты труда, установленный на отчетную дату.

N п/п	Содержание обязательств <1>	Кредитор (должник) <2>	Основание возникновения <3>	Сумма обязательств (тыс. руб.) <4>	Срок обязательства	Условия обязательства <5>
1	2	3	4	5	6	7

<1> Указывается существо обязательства (заем, кредит и другие).

<2> Указывается вторая сторона обязательства: кредитор или должник, его фамилия, имя и отчество (наименование юридического лица), адрес.

<3> Указываются основание возникновения обязательства (договор, передача денег или имущества и другие), а также реквизиты (дата, номер) соответствующего договора или акта.

<4> Указывается сумма основного обязательства (без суммы процентов). Для обязательств, выраженных в иностранной валюте, сумма указывается в рублях по курсу Банка России на отчетную дату.

<5> Указываются годовая процентная ставка обязательства, заложенное в обеспечение обязательства имущество, выданные в обеспечение обязательства гарантии и поручительства.

Достоверность и полноту сведений, указанных в Справке, подтверждаю.

" __ " _____ 199__ г. _____
(подпись лица, представившего Справку)

" __ " _____ 199__ г. _____
(подпись лица, принявшего Справку)

wb326868

[https://fpdkm.sharepointsite.com/doingbusiness/Europe and Central Asia/Russia/Final Country Files/Russia_Legal Annex](https://fpdkm.sharepointsite.com/doingbusiness/Europe%20and%20Central%20Asia/Russia/Final%20Country%20Files/Russia_Legal%20Annex%2009.doc)
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