

**Center of scientific-technical Information and analysis (CSTI)
Joint Stock Company «National Company «Kazakhstan Temir Zholy»**

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History	The agency of scientific technical information on the railway sector of Kazakhstan created in 1978, when the road center of Scientific - Technical Information and analysis, (cabinet technical information) were existed in Tselinograd, Almaty, West Kazakhstan railways, there parallel existed branch of scientific and

	<p>technical libraries. In 1997, it merged into a single structure RCSTI.</p> <p>In July 2009, the Board of JSC «NC «Kazakhstan Temir Zholy» established the Center of scientific and technical information and analysis (further – Center), and also 12 centers of departmental scientific and technical information and analysis for improving the management system of scientific and technical information.</p>
<p>Structure</p>	<p>Director of the Center Vice Director of the Center 4 sections: <u>Information - analytical section:</u> Section chief: Zhanar Oraz Telephone +7 (7172) 606545 Oraz_Zh@Railways.kz</p> <p><u>Scientific and technical literature section:</u> Section chief: Elena Nekrashevich Telephone +7 (7172) 606547 Nekrashevich_e@Railways.kz</p> <p><u>Rationalization section:</u> Section chief: Nurlan Abdumaminov Telephone +7 (7172) 606558 Abdumaminov_N@Railways.kz</p> <p><u>Publishing and museums section:</u> Section chief: Ernat Kassymzhanov Telephone +7 (7172) 606559 Kassymzhanov_Ye@Railways.kz</p> <p><u>Scientific-technical library of central office</u> <u>Joint Stock Company «NC «KTZ»:</u> Chief Librarian: Danagul Tyulebayeva Telephone +7 (7172) 606553 Tyulebayeva_D@Railways.kz</p>

<p>Primary Objectives and Functions</p>	<p>The tasks and functions of the Center</p> <p>The main objectives of the Center are:</p> <ol style="list-style-type: none"> 1) Formation and implementation of a common corporate policy in the field of scientific and technical information; 2) Development of technical creativity, inventive and rationalization activities of Company and its subsidiaries; 3) Formation and implementation of a common policy in Management of Intellectual Property; 4) Increases professional and technical level of knowledge, Company employees' qualifications on the basis of organization and improvement of information support; 5) Carries out publishing activities; 6) Carries out museum activities; <p>The functions of the Center are:</p> <ol style="list-style-type: none"> 1) Integrate domestic and foreign best practices in the railway sector, research and development results, creation and distribution of information products on the basis of monitoring, the latest achievements analysis of world scientific and technical progress in the sector of railway transport and other sectors, and its furthest promotion; 2) Information support of scientific - research and experimental development work, and also other events (seminars, exhibitions, conferences, etc.), their photo, video shooting of Company; 3) Formation of corporate electronic database of scientific and technical information on the activities of Company, ensuring its integration into the distribution of international database of scientific, technical and economic information from members of the Organization for Cooperation between Railways to organize the mutual exchange of scientific and technical information; 4) Participation in the seminars, in work of intergovernmental organization (Organization for Cooperation between Railways (OSJD) International Union of Railways) concerning questions of scientific and technical information; 5) Formation of full text databases of scientific and technical information, normative-technical documentations, information about history of railway sector and railway museum activities in automated control system of scientific and technical information and in automated library system IRBIS-64; 6) Centralized gathering centers and center of scientific-technical information and analysis of company's branches - branches of the road scientific and technical literature, scientific and technical training videos, electronic books; 7) Realization of publishing and printing activities (booklets, brochures, newsletters, indexes, express information, presentations, scheme, posters, cards, and others) and its replication for the Company and its
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subsidiaries; Organization of invention and rationalization activities in Company and participation in the meetings of Company for determining results of competition “Best Innovator” and distribution of the results of competition online;

8) Organization the work of audit commission in sphere of rationalization activity;

9) Keeping companies interests in sphere of intellectual property, registration results of intellectual activity in the State of property rights which obtained by realization of scientific and technical programs and projects of the Company;

10) Organization of accounting and control system of intellectual property Company;

11) Organization the work of the expert committee in sphere of intellectual property of the Company to identify the potential intellectual property;

12) Participation in a conclusion of a treaty and other agreements relating to use of intellectual property of the Company;

13) Development Companies regulation acts concerning rationalization and invention, library, publishing, museum activities, and also issues of intellectual property management and providing scientific and technical information;

14) Formation of Company policy in the field of museum activities

15) Methodical management of the railway museums, preparing to the head of Company report on their activities;

16) Coordination of Companies activities concerning the scientific and technical information, rationalization and inventive activities, intellectual property and the implementation of innovative production experience;

17) Interaction with the Republican center of scientific and technical information, information centers of the national companies of the Republic Kazakhstan, with the documentation centers of the Organization for Co-operation between Railways (OSJD), International Union of Railways the Central Council for Rail Transport and other railway administrations, and also National Academic, National Scientific and Technical libraries;

<p>Types of activity and services</p>	<p><u>Library activity</u> Library provides the following services:</p> <ul style="list-style-type: none"> • Subscription and information services on the basis of technical, regulatory funds, reference books, periodical editions; • Organization of exhibitions, holidays, thematic exhibitions, exhibitions on the railway industry transport. <p><u>International</u> The Center carries out international scientific and technical cooperation in the field of scientific, technical and economic information in accordance with the work plans of the OSJD and UIC on the basis of new information technologies with agreement of the Management of International Cooperation and interaction of JSC “NC “Kazakhstan Temir Zholy”. And also carries out the exchange of scientific and technical information with the railways centers, OSJD member countries, UIC, CIS and other foreign countries according to the regulation of the OSJD, participates in international seminars, conferences and meetings concerning of Center.</p> <p><u>Publishing activity</u> Realization of publishing and printing activities (booklets, brochures, newsletters, indexes, express information, presentations, scheme, posters, cards, and others)</p> <p><u>Methodical</u> The Center develops normative documents, recommendations and jotting information services, coordinates the activities of departmental centers of scientific and technical information.</p> <p><u>Rationalization activity</u> Organization and monitoring of innovative activities of Company and its subsidiaries; development of normative technical documentation concerning rationalization activities in the Company and its subsidiaries; Organization of the competition “Best Innovator”; the formation of a database developed innovations</p> <p><u>Intellectual property</u> Organization of inventive activity; management intellectual property; keeping interests of Company in the field of intellectual property; registration results of intellectual activity in the State of property rights.</p> <p><u>Information</u> The Center of scientific-technical information and analysis of JSC «NC « KTZ» provides information support to railway organizations in the following areas:</p>
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	<ul style="list-style-type: none"> • Preparation of information reports, materials on the achievement of science, realization of new technology and intensive technologies on the organization of transportation process management, economics, improving passenger service, the development of marketing and business activities, traffic safety, occupational safety, cargo and logistics; • Informational support at the company’s request, organizations and specialists; • Organization and replication of technical videos concerning railway transport; • Organization of events (information days, Days of expert, seminars, and rationalization activities); <p><u>The museum activity</u> Formation of policy in JSC «NC « KTZ» in the field of museum activities; methodical management of Railway Museums.</p>
<p>Databases and databanks</p>	<p>The automated control system of scientific and technical information implemented in JSC «NC « KTZ». The six modules sold in system (information, rationalization, publish-museum activities, reports, e-library and administration).</p> <p>In this system forms a database of information sheets publication of the Center, information cards, innovation proposals which developed JSC «NC «KTZ» and its subsidiaries, information sheets of other roads receiving as exchange from agencies STI the railway administrations of the CIS and Baltic countries, the thematic selections, reviews, bulletins, technical documentations, articles of national periodicals, etc;</p> <p>- Now working on formation databases in system “IRBIS 64” “single electronic book catalog”, “Periodicals”, “technical documentations”, “Reader” and “Full-text journal articles».</p>