



**CONFERENCE ON INTERACTION AND  
CONFIDENCE BUILDING MEASURES IN ASIA**

**СОВЕЩАНИЕ ПО ВЗАИМОДЕЙСТВИЮ И  
МЕРАМ ДОВЕРИЯ В АЗИИ**

**Signed in Astana on 26 June 2007  
and amended by the Protocol on Amendments  
signed in Astana on 15 November 2024**

**HOST COUNTRY AGREEMENT**

**between the Government of the Republic of Kazakhstan and the  
Secretariat of the Conference on Interaction and Confidence Building  
Measures in Asia regarding the Terms and Conditions of the  
Secretariat's Location in the Territory of the Republic of Kazakhstan**

The Government of the Republic of Kazakhstan and the Secretariat of the Conference on Interaction and Confidence Building Measures in Asia, hereinafter referred to as "the Parties",

Being guided by universally recognized principles and rules of international law,

Aiming at implementation of provisions of the Almaty Act and the Statute of the Secretariat of the Conference on Interaction and Confidence Building Measures in Asia determining the Republic Kazakhstan as the Host Country of the Secretariat of the Conference on Interaction and Confidence Building Measures in Asia, and also

Wishing to provide in the territory of the Republic Kazakhstan necessary terms and conditions for the Secretariat of Conference on Interaction and Confidence Building Measures in Asia for its proper functioning,

Have agreed as follows:

**Article 1  
General Provisions**

1. This Agreement shall regulate the issues, concerning Seat of residence of the Secretariat of the Conference on Interaction and Confidence Building Measures in Asia in the Republic of Kazakhstan.

2. For the purpose of the present Agreement, the following expressions shall have the meanings hereunder assigned to them:

- (a) The "Government" is the Government of the Republic of Kazakhstan;
- (b) "CICA" is the Conference on Interaction and Confidence Building Measures in Asia;

(c) The “Secretariat” is the Secretariat of the Conference on Interaction and Confidence Building Measures in Asia;

(d) The “Headquarters of CICA” is the Secretariat premises, allocated to the CICA by the Government (buildings or parts of buildings and the land ancillary thereto in the Host Country, irrespective of ownership used for the purposes of CICA);

(e) The “Member State” is the CICA Member State;

(f) The “Host Country” is the Republic of Kazakhstan;

(g) The “Secretary General” is the chief executive officer of CICA;

(h) The “members of the professional personnel” are persons seconded to the Secretariat by Member States other than the Secretary General and the Deputy Secretary General;

(i) The “members of the general/support personnel” are persons employed by the Secretariat on a contractual basis from among the nationals of Member States, with the exception of those hired temporarily to provide certain services;

(j) The “members of the Secretariat personnel” are the Secretary General, the Deputy Secretary General, members of the professional personnel and members of the general/support personnel;

(k) The “family members” are the members of the family (spouse, parents and children under 18) of a member of the Secretariat personnel forming part of their household in the territory of the Host Country.

## **Article 2**

### **Legal Capacity of the Secretariat**

The Secretariat shall enjoy in the territory of the Host Country such legal capacity as is necessary for the exercise of its functions, the rights of a legal entity and, inter alia, may:

1. Conclude contracts and acquire the rights, take obligations on them.
2. Have its seal with its full name, and other essential elements of independent establishment for all official purposes.
3. Own, get, rent, alienate movable and immovable property and administer/dispose of it.
4. Open bank accounts and operate financial transactions, establish funds and other financial mechanisms to carry out its activities, create its own pension and social security systems for members of the Secretariat personnel.
5. Act in courts as a claimant or respondent.
6. The rights stipulated by this article shall be exercised on behalf of the Secretariat by the Secretary General or, during his/her absence, by the Deputy Secretary General or by a member of the Secretariat personnel authorized by the Secretary General.

### **Article 3**

#### **Privileges and Immunities of the Secretariat**

1. The property of the Secretariat, including premises and vehicles, as well as its archives and documents, including the official correspondence, shall not be subject to search, requisition, confiscation, arrest or execution in any circumstances.

2. The Host Country is under a special duty to take all the necessary measures to protect the premises of the CICA Secretariat against any intrusion, damage or unlawful entry.

3. The Secretariat, its assets, funds, bank accounts, income and other property shall be:

i. Exempt from all the direct taxes and duties, value added tax (VAT) (including returns according to the laws of the Host Country), which are levied in the territory of the Host Country.

ii. Exempt from customs payments, fees and duties, import and export restrictions and prohibitions, while importing and exporting by the Secretariat of the items for official use. The imported items, which are exempt from general rules, shall not be sold in the Host Country, except on the conditions agreed on with the Government.

iii. Exempt from the customs payments, fees and duties, import and export restrictions and prohibitions, while importing and exporting printed products issued by the Secretariat.

4. The Secretariat shall:

i. Enjoy for its official communications treatment not less favourable than that accorded by the Host Country to diplomatic missions of foreign states.

ii. Have the right to use codes, courier and other types of communication, that ensure confidentiality of conveying information, and dispatch and receive correspondence through courier or in pouch, which shall have the same immunities and privileges as diplomatic couriers and pouch. Herewith the packages constituting official correspondence must bear visible external marks of their character and may contain only diplomatic documents or articles intended for official use.

iii. Have the right to use the flag and emblem of CICA on the Secretariat's premises and means of transport, which are used for official purposes.

iv. Have the right, consistent with the purposes and principles of CICA, to issue and disseminate printed products.

5. The premises, property and assets of the Secretariat, including funds and bank accounts, shall be immune from any form of administrative or judicial interference except for the cases when the Senior Officials Committee upon the proposal of the Secretary General takes a decision on waiving the immunity.

6. The representatives of the appropriate bodies of local authorities of the Host Country may not enter the premises of the Secretariat except with the consent and on conditions approved by the Secretary General or, during his/her absence, by the Deputy Secretary General or by a member of the Secretariat personnel authorized by the Secretary General.

7. The representatives of authorized state agencies of the Host Country may not enter the premises of the Secretariat, except during force-majeure situations only with the consent of the Secretary General or, during his/her absence, of the Deputy Secretary General or a member of the Secretariat personnel authorized by the Secretary General.

8. The premises and means of transport of the Secretariat shall not serve a refuge for the persons, which are persecuted by the law of any Member State or liable to extradition to any of the Member States or a third country.

9. The premises and means of transport of the Secretariat shall not be used for the purposes that are not consistent with the objectives and principles of CICA or inflicting damage to security and interests of the Member States.

#### **Article 4**

#### **The Headquarters of CICA**

1. The Host Country ensures on a gratis basis payment of the rent of the premises to be used as the location of the CICA Headquarters.

2. In future a new CICA Headquarters building may be constructed in Almaty or Astana by the Host Country.

#### **Article 5**

#### **Interaction between the Secretariat and Authorized State Agencies of the Host Country**

1. The authorized state agencies of the Host Country on the request of the Secretary General or, during his/her absence, of the Deputy Secretary General or a member of the Secretariat personnel authorized by the Secretary General shall ensure the provision of utility services, which are necessary for the Secretariat, on the conditions not less favourable than those accorded by the Host Country to diplomatic missions of foreign states.

2. In cases when such services are provided by the authorized state agencies of the Host Country, or when the prices of them are controlled by the said authorities, the tariffs for such services should not exceed the tariffs that are applied with respect to the diplomatic missions.

3. During a force-majeure situation, which may lead to complete or partial disruption in providing such services, the Secretariat with the purpose of carrying out its functions enjoys priority that is accorded by the authorized state agencies of the Host Country to the diplomatic missions.

4. On the request of the authorized state agencies of the Host Country the Secretariat has to take all necessary measures so as the authorized representatives of appropriate utility services of the Host Country have the opportunity to carry out properly necessary work on conditions, which do not create disruptions to the activities of the Secretariat.

5. The Secretariat shall cooperate with the appropriate authorities of the Host Country to facilitate the proper administration of justice, secure the observance of police regulations, and prevent the occurrence of any abuse in connection with the privileges, immunities and facilities mentioned in this Agreement.

## **Article 6**

### **Privileges and Immunities of the Members of the Secretariat Personnel**

1. The members of the Secretariat personnel shall be independent and free from influence from any Member State and/or a government, organization or private person. Therefore, they shall not receive instructions from them.

2. The Host Country shall always treat with respect the international nature of the functions of the members of the Secretariat personnel, the status of diplomatic agent of the Secretary General, Deputy Secretary General, members of the professional personnel and the status of international civil servant of the members of the general/support personnel, not to exert influence on them while they exercise their official functions.

3. The members of the Secretariat personnel in the territory of the Host Country shall:

i. Be immune from criminal, civil and administrative jurisdiction in respect of words spoken or written and all acts done by them in the capacity of the members of the Secretariat personnel while exercising their official functions, except in the case of:

a. Claims for damages arising from road accidents caused by the vehicles belonging to the Secretariat or members of the Secretariat personnel or vehicles driven by them.

b. Claims for damages arising from the death or personal injury caused by actions of members of the Secretariat personnel or vehicles driven by them.

ii. Be exempt from taxation on salaries and other emoluments, indemnities, retirement and social benefits that they receive from the Secretariat for their current or former service with the Secretariat.

iii. Be immune from the national service obligations of the Host Country.

iv. Be immune, together with their family members, from immigration restrictions and alien registration.

v. Be accorded the same privileges in respect of exchange facilities as are accorded to diplomatic agents in the territory of the Host Country.

vi. Be given, together with their family members, the same repatriation facilities in times of international crises as diplomatic agents.

vii. Upon the initial arrival in the Host Country for the purpose of taking up a post and upon departure from the Host Country due to the termination of a mission or employment contract, have the right to import/export their effects, including personal-use vehicles, free of customs duties, taxes and fees, in accordance with the laws of the Host Country, except for those that are payments for specific services.

viii. The members of the Secretariat personnel shall not engage in professional or commercial activities for personal gain or the benefit of others, except for scientific, intellectual or educational activities.

4. The provisions of subparagraphs v, vi and vii of paragraph 3 of this article shall not apply to the members of the Secretariat personnel who are citizens of the Republic of Kazakhstan, and subparagraph iii shall apply to them as follows: at the request of the Secretary General, to ensure the continuity of the Secretariat's main operations, the Government, represented by the Ministry of Foreign Affairs of the Republic of Kazakhstan, shall grant temporary deferments to the individuals called up for national service and may approve a full exemption from national service due to their official duties in the Secretariat.

5. In addition to the privileges and immunities specified in paragraph 3 of this article, the Secretary General, the Deputy Secretary General, members of the professional personnel and their family members shall enjoy other privileges and immunities accorded to diplomatic agents and their family members under international law.

6. The Secretariat shall provide adequate insurance coverage for the Secretariat vehicles, including the service vehicles of members of the Secretariat personnel. Members of the Secretariat personnel and their family members shall also provide adequate insurance coverage for personal vehicles.

7. The members of the Secretariat personnel and their family members shall enjoy the privileges and immunities under this Agreement from the moment they arrive in the territory of the Host Country on proceeding to their place of destination or, if already in its territory, from the moment a member of the Secretariat personnel assumes his/her duties.

8. Upon termination of the functions of a member of the Secretariat personnel, his/her privileges and immunities, as well as those of his/her family members, shall cease at the moment he/she leaves the Host Country or one month after leaving his/her post.

9. In the event of the death of a member of the Secretariat personnel, his/her family members shall continue to enjoy the privileges and immunities accorded to them until the moment they leave the Host Country, but not more than two months from the date of death.

10. Privileges and immunities shall be accorded to the members of the Secretariat personnel not for the personal benefit of the individuals concerned, but for the efficient and independent exercise of their official functions in the interests of CICA.

11. Waiver of immunity.

i. The right to waive immunity with respect to the Secretary General and the Deputy Secretary General shall belong to the Council of Ministers of Foreign Affairs of the Member States upon submission by the Senior Officials Committee.

ii. The right to waive immunity with respect to members of the professional personnel and members of the general/support personnel of the Secretariat shall belong to the Secretary General with the approval of the Senior Officials Committee.

iii. Waiver of immunity must be express.

12. Without prejudice to the privileges and immunities under this Agreement, it is the duty of the members of the Secretariat personnel and their family members to respect the laws of the Host Country. They also have the duty not to interfere in the internal affairs of the Host Country.

13. Members of the Secretariat personnel shall have the right:

i. To have their visas processed as speedily as possible and free of charge subject to the letters of invitation to take up their posts or during their official travels;

ii. In cases, when necessary for CICA events and if it is consistent with the laws of the Host Country, to move freely within its territory.

14. The Secretariat shall inform the Government, represented by the Ministry of Foreign Affairs of the Republic of Kazakhstan, of the last names and categories of the members of its personnel and of any change in their status.

15. Accreditation cards.

i. The Ministry of Foreign Affairs of the Republic of Kazakhstan, on behalf of its Government, at the official request of the Secretariat, shall issue the relevant accreditation cards to members of the Secretariat personnel and their family members.

ii. Upon the demand of an authorized official of the Government, the persons specified in subparagraph i of this paragraph shall present their accreditation cards.

iii. Upon the expiration of the term of office of members of the Secretariat personnel or their transfer to other posts/positions, the Secretariat shall ensure the timely return of all relevant accreditation cards to the Government represented by the Ministry of Foreign Affairs of the Republic of Kazakhstan.

## **Article 7**

### **Final Provisions**

1. This Agreement:
  - i. Shall be provisionally applied from the date of its signature.
  - ii. Shall be subject to ratification by the Republic of Kazakhstan and shall enter into force from the date of receipt by the Secretariat of the instrument of ratification.
2. Any difference concerning the application or interpretation of this Agreement shall be settled through consultations and negotiations between the Parties.
3. This Agreement may be amended and supplemented by mutual consent of the Parties, which shall be drawn up in the form of separate protocols considered integral parts of this Agreement and shall enter into force in accordance with the procedure specified in subparagraph ii of paragraph 1 of this article.
4. The Secretariat and the Government may conclude any necessary supplementary agreements.

Done at Astana on 26 June 2007, in duplicate, each in the Kazakh, English and Russian languages, all texts being equally authentic.

The Secretariat shall send certified copies of this Agreement to each Member State.