

## Seminar on execution regulations and management skills

The Resolution of the Cabinet of Ministers of the Republic of Uzbekistan on March 29, 1999 of N 140 "On approval of regulatory legal acts on the organization of the office work and the organization of the state control in the government and management departments of the Republic of Uzbekistan" and the President of the Republic of Uzbekistan Sh.M. Mirziyoyev's Resolution on 5 October, 2018 "On measures to further strengthen the executive discipline in state departments and organizations" provides for the qualitative provision of the execution of the tasks specified in the Decree of the President of the Republic of Uzbekistan "On improving the process of preparing documents for archive, regular observation of the state of execution discipline and running the monitoring, forming execution control and dealing with documents". The seminar was participated by I.Nizomov, The Responsible figure for executive supervision at the Republican Road Fund under the Cabinet of Ministers of the Republic of Uzbekistan, B.Mirzayev , the Vice rector for academic affairs, T.Sultonov, the vice rector for scientific researches and innovations, the deans of the faculties, the heads of the departments, and the staff in charge of office and execution control.

I.Nizomov made a report on this topic. The report contained regulatory and legal bases of execution control, working with documents, working with control cards, organizing performance control, monitoring the performance discipline, ensuring proper document storage, compiling the nomenclature of folders and the order of their registration, electronic documents and their turnover system, as well as the receipt and processing of physical and legal entities.

At the end of the seminar, the seminar participants received a complete answer to their questions on the topic.



Report by D.Yulchiyev, the responsible for working with references of physical and legal entities

R.Jumaniyozov, the press secretary of the institute