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The place and role of the institute for information in the management of activity process of the IAB

Annotation. The scientific article deals with the place and role of the institute in the administrative process of the activity of the internal affairs bodies. The issues of the importance of information in the management of the forces and means of the internal affairs bodies, the preparation of managerial decisions, information support for the activities of the head of internal affairs bodies, provision of planning, provision of units and services, improvement of information systems, such as automated information systems and their use in the activities of internal cases, for processing information in the field of combating crime and protecting public order. The main tasks of information management support are also considered, such as: design, organization of functioning and improvement of information systems. There have been discussing forms and methods of organization and implementation of information management in the bodies of internal affairs.

Key words: information institute, management process, internal affairs bodies, management information support, information support tasks, information support of the head of the internal affairs bodies, information support of planning, information support of units and services.

The main content of the management process is the development, adoption, organization and execution of decisions. There is no doubt that without having data on the state, level, dynamics of crime, as well as on the socio-economic conditions in which an internal affairs body operates, it is impossible to adopt an optimal, scientifically based management decision. Information and analytical support penetrates both the process of governing the body as a whole, and each of its stages.

And as practice shows, it is not possible to imagine the organization of planning, accounting or control outside the relevant information base. This determines the leading role of information and analysis in achieving specific management objectives facing the internal affairs body. The importance of information in the management of the forces and means of the internal affairs bodies plays an exceptional role, since the information and data on the internal state of the management object and the external environment in which it operates constitute the basis for the preparation of managerial decisions, the most important function of the management institution.

The term «information management provision» is used to provide activities to create a complex of information systems and can, depending on the field of application, be denoted by the terms:

- «information support for the activities of the head of the internal affairs bodies»;
- «information support for planning"; "Information support of units and services».

Considering the "information support of the activity of the head of the internal affairs bodies" as an independent category, one can conclude that it is an important function of the management apparatus, and consequently, the function of the head as the main subject of management. In organizing this work, the head of the unit should remember that well-established information processes is the key to successful implementation of tasks assigned to the IAB and the mean of coordinated activity of subordinates.

At the same time, the direct activities of the head can not be carried out without a quality and well-established information system. Therefore, when solving the problem of informational support of the internal affairs body, the question of creating information arises coming from the specifics of the management functions of the internal affairs body as a whole.

Thus, the information support of the head of the unit is the organization on the basis of the information systems of the internal affairs body of such subsystems that would ensure the

performance of the direct functions of the management of the internal affairs body on the part of the main subject of management [i].

In the course of informational support of the chief of the IAB, it is necessary to resolve a whole range of issues, namely:

- the information he needs;
- where this information can be obtained;
- how to process it and how to accumulate it;
- what periods it is represented;
- what is the role of services, units and the leader in the organization of this process.

The main tasks of information management should be referred to - design, organization of functioning and improvement of information systems.

The need for design arises when new functions appear or are modified, as well as in all cases when information systems are transferred to the machine base.

Continuous improvement of information systems is due to the fact that they have the ability to collect, accumulate unused data streams. Information systems are much more slowly rebuilt than the management system. The newly created management body usually can not immediately establish a system of necessary information. Therefore, the improvement of information systems should be aimed at eliminating the imposed delays in processing information, its redundancy, incomparability of messages, duplication of data, low usage rate.

In modern conditions, the basis of automated control systems is a complex of automated information systems, implemented on the basis of computers, and other technical means. The use of complex technical means of information processing introduces into the information support new principles, methods and forms of its implementation.

Specific signs of management in the sphere of combating crime and protecting public order are that the objects of control actions are, as a rule, outside the IAB system, and therefore a significant part of the information can be obtained only in the course of its active and targeted search. In this regard, the usual, generally accepted methods and channels for obtaining information here are not always sufficient, and information about the environment should be divided into two streams: "from the past" and "from the present."

Information from the past enters the system until the first signal is received about a certain change in the environment and characterizes the factors that acted on a sufficiently large time interval, that is, it is verified by experience and constitutes a "permanent memory" of the system. The information "from the present" enters the system from the moment of receiving the first signal about the change in the environment, including the signal itself. Such information forms the content of the system's memory, it is less reliable, requires verification, and possibly characterizes the temporarily acting factors of the sphere and can be adjusted by new influences [ii].

Thus, the features of information presented by us, as an obligatory component in the management of law enforcement bodies, make it necessary to constantly improve existing ones and seek new forms and methods for organizing and implementing information management in the IAB.

ТҮЙІН

Ақпараттық қамтамасыз ету бойынша жұмысты ұйымдастыра отырып, бөлініс басшысы тыңғылықты, нақты орындалған ақпараттық үрдістер — ПО-ға жүктелген міндеттердің табысты орындалуының нәтижесі және бағыныштылардың келісіліп жасалған қызметінің белгісі екендігін есте сақтауы керек. ПО басқару процесінде міндетті компонент ретінде қарастыруға ұсынылған ақпараттың ерекшелігі, колда барды үнемі жетілдіруді және ПО басқаруды ақпараттық қамтамасыз етуді ұйымдастыру мен жүзеге асырудың жаңа түрлері мен әдістерін іздестіруді қажет етеді.

РЕЗЮМЕ

Организуя работу по информационному обеспечению, руководитель подразделения должен помнить, что четко налаженные информационные процессы — залог успешного выполнения возложенных на ОВД задач и средство согласованной деятельности подчиненных. Представленные на рассмотрение особенности информации как обязательного компонента в процессе управления ОВД вызывают необходимость постоянно совершенствовать имеющиеся и искать новые формы и методы организации и осуществления информационного обеспечения управления в ОВД.

LIST OF USED LITERATURE:

- i. Peregudova F. I. Information system for managers. — М., 1989.
- ii. Korenev A. P. Fundamentals of management in IAB. — М., 2000.