

## Comments on the Main Task of Administrative Documents and Issues of Preparation

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**Abstract:** In this article, Legal norms perform their tasks and functions through legal relations. Legal relations are relations between persons related to mutual subjective rights and obligations, established on the basis of legal norms and certain legal facts. Legal relationship is primarily a reflection of the relationship between the parties. The parties to the relationship transfer the relevant subjective rights and obligations to each other. The rights and obligations of the parties are proportionally related to each other, that is, the issues of matching the right of one party to the obligation of the second party or the right of the second party to the obligation of the first party have been analyzed.

**Keywords:** State management, administrative-legal, concept, legal facts, law-creating, law-changing, substantive legal relations.

Legal relations that arise in the process of organization and implementation of state administration, like all other legal relations, are characterized by common features. In the process of state administration, various relationships arise and are regulated by various branches of law. In particular, the majority of legal relations in the field of state administration are established on the basis of the norms of constitutional, administrative, labor, financial and other legal branches. Among these relations, administrative-legal relations are of particular importance. Administrative-legal relations are relations established on the basis of administrative law norms. According to its structure, administrative-legal relations have subject, object and content of relations. It is the subject of administrative-legal relations, the parties participating in it, i.e. those who have a certain authority in the management process (state management bodies, officials) or have a different administrative-legal status. individuals (citizens, public associations). Actions (decisions) of subjects of administrative law, their positive or negative behavior are the object of administrative-legal relations. The word "object" is derived from the Latin word, which means "subject". Any legal relationship performs a certain task aimed at regulating certain processes. Therefore, there cannot be a legal relationship without an object. According to many legal scholars, the object of administrative-legal relations is the only one, that is, the actions of administrative law subjects in the process of organization and implementation of state administration. The content of administrative-legal relations is the rights, obligations, responsibility, prohibitions, restrictions of administrative law subjects. Administrative-legal relations (one of the most common concepts) have the following characteristics:

- a) these relations arise in the sphere of state administration;
- b) the state administration body always participates in these relations;

c) it is a relationship based on subordination, in which the participating parties are not legally equal. Specific features of administrative-legal relations (according to another concept) may include:

these relations - arise in the process (or in the field) of state administration;

the bodies of state management (executive power) acting on behalf of the state in pursuit of public-legal interests are the mandatory subjects of these relations;

these relations are characterized by power-subordination and legal inequality of the parties;

these relations are established in order to satisfy public or individual interests in the implementation of management tasks and functions;

these relations have the nature of organization, that is, they arise within the framework of the organizational influence of the state administration on the management object; these relations are distinguished by a separate legal procedure for ensuring legitimacy and its own legal protection.

According to Alimov H.R., administrative-legal relations can have the following characteristics:

a) administrative-legal relations arise in the process of organization and implementation of state administration;

b) one side of administrative-legal relations always involves a state body, an official or a public association with management rights;

c) administrative-legal relations arise at the will of one party and do not require the consent of the other party;

d) disputes arising between the participants of the administrative-legal relationship, in most cases, are resolved in the administrative procedure.

Based on the above, administrative-legal relations arise in the field of state administration; state bodies appear as mandatory participants in the relationship; the rights and obligations of the participants of the relationship determine the type of relationship. Administrative-legal relations are a type of legal relations that arise in the process of organization and implementation of state administration, are related to the activity of execution and issuing orders and are regulated by administrative-legal norms. Administrative-legal relations are established when the conditions stipulated in the administrative-legal norms exist. Administrative-legal norms do not directly create administrative-legal relations by themselves. Perhaps, it determines the conditions, circumstances and criteria for the establishment of administrative-legal relations. These are legal facts, situations that create a certain legal relationship between the parties based on the requirements of the norm. Legal facts appear as a necessary condition, a clear requirement of administrative-legal relations. There are various situations and conditions in society, and not all of them are considered legal facts. Recognizing certain events and circumstances as legal facts depends on the will of the state. Legal facts can not only create administrative-legal relations, but also change or cancel them. Legal facts are of great importance in the legal regulation of social relations. Legal facts are a connecting tool between legal norm and legal attitude. Legal facts may be different. In particular, legal facts according to the resulting legal consequences:

a) creator of the right;

b) changing the right;

c) is divided into facts that cancel the right.

Administrative-legal relations can be created, changed and canceled from legal facts such as actions and events. Actions are the result of the expression of will by the subjects of law. Most administrative-legal relations arise from actions, and they are related to the active behavior of the subject. Actions are divided into two:

a) legal actions - always comply with the requirements of administrative and legal norms. In this case, the action of the participants of the relationship in accordance with the law is manifested as a legal fact.

Legal actions, in turn, have two forms:

we will bring comments on the issues of legal acts of state administration bodies. Legal acts are divided into normative or individual (individual, administrative) acts. In legal acts, actions in accordance with the law are carried out with the assumption that certain legal consequences will arise. In such actions - the will aimed at the emergence, change and annulment of rights and obligations is expressed;

legal actions;

b) illegal actions are actions that do not comply with the requirements of administrative and legal norms and violate them. These are disciplinary and administrative misdeeds specific to the sphere of public administration. Inactivity of a person also belongs to this group (for example, failure to take measures aimed at maintaining public order by an internal affairs officer). The second legal fact that is the basis for the creation, change and annulment of administrative-legal relations is events. Events are facts that happen independently of people's will (birth of a person, reaching a certain age, death, natural disaster, etc.). Administrative and legal relations that arise in the process of state administration are diverse and can be classified (grouped, divided into types) according to several bases. Based on the theory of law, depending on the function and functional definition of administrative-legal relations, they can be divided into two: a) regulatory relations, that is, relations that arise as a result of the moderate behavior of legal subjects, their actions in accordance with the law;

b) protective relations, that is, relations that arise on the basis of the need to commit a crime and use coercive measures of the state for this.

In many legal literature, the division of legal relations into material and procedural types is also shown. Substantive legal relations are relations that arise on the basis of material administrative-legal norms and are related to the implementation of rights and obligations by legal subjects. Procedural legal relations have the nature of state-authority and are manifested in the determination and regulation of subjective procedural rights and obligations of the subjects of legal relations. There is no single opinion among legal scholars on the types of administrative-legal relations. In particular, according to A.P. Alexin, administrative-legal relations can be conditionally divided into the following:

a) main and auxiliary (non-main) administrative-legal relations - relations expressing the direct influence of management ("subject - object"), in which the activity of state management is clearly manifested. These relations are based on the "command-execution" formula, first of all, between higher and lower state administration bodies, between a leader - an official and an employee subordinate to him, state administration bodies (official a person) and a person who has a certain administrative-legal obligation.

These relationships are beyond the scope of direct management influence on this or that object, but are related to the implementation of management. If the main administrative-legal relations express the content of management, the auxiliary administrative-legal relations are related to the content of management and do not express it directly. Even if auxiliary administrative-legal relations arise in the process of state management, their main function is not considered to be the direct influence of the subject of management on the object of management. These relations contribute to the main administrative-legal relations, that is, to the implementation of direct management influence. For example, relations that arise between two administrative subjects for the purpose of implementing a regulatory document and are not based on subjugation are auxiliary administrative-legal relations. Such relations are diverse and create the necessary conditions for the implementation of state administration;

b) subordinate (based on direct subordination) and coordination (coordinating) administrative-legal relations.

Relationships based on the authoritarianism of the legal will of the subject of management are subordinate, and relationships without authoritarianism are coordination. However, it should be emphasized that the coordination in relations between the higher and lower subjects of the state administration has the nature of legal authority, that is, the coordination can be subordinated. For example, coordination of activities of subordinate departments by the ministry. This relationship was created primarily for the purpose of coordination, but direct subordination between them in terms of organization turns coordination into subordination.

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