



**STYLISTIC AND LINGUISTIC CHARACTERISTICS OF
PROCEDURAL DOCUMENTS
(BASED ON PROTOCOLS AND RESOLUTIONS)**

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Abstract: This article examines the official-business style of speech, its main stylistic features, and analyzes the linguistic means used in procedural documents. Particular attention is paid to the study of the most common constructions characteristic of protocols and resolutions from the perspective of their linguistic and stylistic features.

Keywords: official-business style, procedural documents, protocol, resolution, linguistic means.

Language serves as a means of expressing human thoughts. The ability to use the most expressive linguistic means in each specific situation is a prerequisite for cultured and literate speech. Thus, the quality of procedural documents drawn up in criminal proceedings largely depends on the ability to correctly use linguistic means and adhere to the rules for their use.

The primary task of the investigator when drafting a procedural document is to clearly reflect information that has a legal basis. Furthermore, the key qualities of a procedural document should be considered: completeness, comprehensiveness of information, accuracy, clarity of content, and conciseness of wording.

The content of procedural documents is presented in a neutral tone and usually in the third person. Colloquial, vernacular, and dialectal words, as well as idiomatic expressions, should be avoided. Such documents frequently employ ready-made legal formulas, clichés: *в соответствии с решением, руководствуясь статьей, произвести обыск, протокол составляется, процессуальный документ направляется* etc. Procedural documents often employ verbal nouns: *возбуждение, вынесение, задержание, изъятие* etc.

Procedural documents predominantly employ complex and simple, declarative, and extended sentences. Interrogative sentences are commonly used in interrogation reports. The texts of the documents employ participial and adverbial phrases, which lend these documents the necessary brevity and dynamism, formality, and rigor.

In all cases, the language of a procedural document must be sufficiently clear, understandable, and not create ambiguity in the perception of its contents.



A procedural document must be drafted in accordance with the specific procedural form prescribed by law and presented clearly, concretely, and logically.

Words with augmentative-disparaging or affectionate suffixes should not be used in document texts; interjections, proverbs, and sayings should be avoided; complex conjunctions should be used more widely: *несмотря на то что; между тем, как; вследствие того, что* etc. and complex prepositions: *в целях, несмотря на, в течение* etc.

Words with augmentative-disparaging or affectionate suffixes should not be used in document texts; interjections, proverbs, and sayings should be avoided; complex conjunctions should be used more widely: despite the fact that; meanwhile, how; due to the fact that, etc., and complex prepositions: for the purpose of, despite, during, etc.

The above-mentioned, as well as other, linguistic features of procedural documents, are characteristic of the official business style.

The official business style stands out from other literary styles due to its extralinguistic characteristics: stability, isolation, and standardization. The genres of the official business style serve informational, prescriptive, and factual functions in various fields of activity.

Each text in this style has the character of a document, constructed according to a specific, stable form and including a number of constant content elements (requisites). These requisites may include: document title, date, signature, etc.

The standardized nature of official business texts facilitates communication and helps to fulfill the requirements that flow from the style's intended purpose and become its integral features: precision, clarity, consistency, unambiguous understanding, and brevity.

Among the linguistic features of the style, its lexical resources stand out. Official business style is characterized by the extensive use of thematically specific words and terms, particularly legal ones: protocol, resolution, search, inspection, interrogation, seizure, confrontation, suspect, etc.

The desire for brevity leads to the use of abbreviations: УК, УПК.

The texts of procedural documents are distinguished by the use of words and expressions not accepted in other styles: *уведомить, направить, возбудить, произвести допрос, мера пресечения, содеянное*.

Regular use of such words and expressions, which have no synonyms, promotes precision of speech, preventing misinterpretation.

Many commonly used vocabulary tools, when used in an official business style, are semantically specialized, developing meanings inherent in the general semantic focus, for example, *наказание, поступок, привлечь*.



Also, clichés and clichés are frequently used in protocols and rulings, such as *принимая во внимание, доводить до сведения, в соответствии с изложенным, учитывая изложенное, руководствуясь статьями, ведя паразитический образ жизни, встать на путь совершения особо тяжкого преступления, в отношении гражданина, по факту убийства, кражи, обнаружения и изъятия наркотического средства, смерти* and so on. Such clichés, particularly in procedural documents, facilitate the selection of language, save time during text creation, and promote precision and clarity of expression.

Morphological devices that support the formal business style are also characteristic of the language of procedural documents. A distinctive feature of this style is the predominance of nominal forms over verbal ones, which can also be observed in procedural documents.

Nouns denoting positions are generally used in the masculine form: *следователь, дознаватель, прокурор* etc.

Adjectives and participles in business language are often used to represent nouns: *пострадавший, потерпевший, подозреваемый, обвиняемый*.

Passive participles used in a nominal predicate with a dependent noun: *обнаружен труп, возбуждено уголовное дело, задержан гражданин*.

The use of demonstrative pronouns such as *этот, тот, такой* is not typical in procedural language, and instead, the words *данный, настоящий, соответствующий, указанный, вышеуказанный* and others are used.

The syntactic features of formal business style reflect the impersonal nature of speech. Consequently, passive constructions are widely used, allowing one to abstract from specific perpetrators and focus on the actions themselves: *объявлено настоящее постановление, были нанесены телесные повреждения, был госпитализирован с телесными повреждениями, был уведомлен повестками о явке*.

Business style syntax is characterized by a strict and defined word order within a sentence. This is driven by the requirement for logic, consistency, and precise presentation of ideas in business texts.

The stylistic uniformity inherent in formal business style precludes emotional and expressive means. Standardization of form and linguistic resources makes it impossible for the author to express his or her individual characteristics, which is also characteristic of the language and style of procedural documents.

Therefore, it can be concluded that the quality of procedural documents prepared in criminal proceedings largely depends on knowledge of the linguistic and stylistic features of procedural documents, the ability to correctly use linguistic means, and adhere to the rules for their use.



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