

## STAFF AUDIT

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**Abstract.** The article considers the nature of the audit staff, and why there is a human resources audit . State personnel policy to date and prospects for future development.

**Keywords :** audit, staff personnel.

Ukraine's transition to a market economy has put a number of fundamentally new challenges , the most important of them - the most efficient use of staff organizations. The deep crisis of modern Ukrainian economy is largely determined by the low efficiency of economic organizations. Financial difficulties, most domestic enterprises are the result of low efficiency of management of organizations in general , the essence of which is HR . However, the deteriorating economic situation usually causes a decrease in attention to the problems of personnel management, which ultimately leads to further deterioration in the financial condition due to a fall in labor efficiency at all levels of operation. Update Personnel Policy , the formation of a new concept of HRM in modern terms is significant potential for raising the competitiveness of enterprises and the factors necessary for their effective development. In this situation, the practical use of tools The research objective of the system of personnel management in the form of audit staff is very important.

The aim of this work - evaluation of the effectiveness and productivity of staff as one of the most important factors ensuring profitability of the organization.

Organizational and human resources audit - is the assessment of the structural and human resources of its objectives and development strategy for the preparation and adoption of promising strategic decisions.

HR , conducting personnel audits should be clear about what processes and how effectively conducted in an organization. Key personnel processes, audit areas shown in the following diagram:

Human resource planning : Assessment of available manpower, professional potential collective goals, conditions and prospects of the organization, future staffing needs .

Recruitment , Personnel Reserve : Information on staffing needs . Determining the methods, techniques , sources and principles of recruitment. Evaluations of the program evaluating the selection procedure . The change in the dynamics of human resources and the possibility of its effective use.

Develop incentive systems : Analysis of the structure of wages, the share of basic and premium rates , the availability of circuits , differential payments in accordance with efficiency. Analysis of the average market rates and payment principles.

Adaptation Management: Analysis and description of the operating procedures of adaptation , assessment of their effectiveness. Analysis of the coefficient of turnover.

Training and staff development : analysis of the objectives and learning. Analysis of information on staff development, training effectiveness assessment system , changing the motivation to work.

Evaluation of work : Evaluation of existing procedures for certification , the frequency of the Conference, results and future decisions. Implementation of innovative methods in the Evaluation System of the company.

Since personnel policies are derived from the general development strategy , the justification of its choice depends on how efficiently were conducted market research now possible implementation of its products and its competitiveness. Therefore, the overall plan of personnel policy should be adjusted according to the changes that are made. In evaluating personnel policies should take into account the possibility of integrated effects when the final result of higher than the sum of individual results. Evaluation of personnel policies for compliance with the conditions , consisting of the company staff , perceived collective rather quiet.