## HUBBARD COMMUNICATIONS OFFICE Saint Hill Manor, East Grinstead, Sussex.

CenO.

HCO BULLETIN OF FEBRUARY 10, 1960

## Putting Hats On

The following extract from a dispatch written to LRH by Mildred Galusha, Sec. E.D. and LRH Personal Sec. in Washington D.C.:

"Just want to thank you for putting Bonnie Turner on HCO Secretary post, and to tell you that in my opinion he is doing a very good job indeed.

He is bringing some order in quarters where there wasn't much. He knows his policy and doesn't dilly dally with it.

The way he is putting Org. Sec. on post is something to see - getting her baskets lined up, emptied, getting her lines straight, putting stuff in hat which wasn't there, getting her to know it, etc., getting her office neater, etc., its lovely to watch. I've never seen an Org. Sec. put on post before and it's great the way he's doing it. And, I think Org. Sec. appreciates it!

Sure hope he remains on this post. He's the one for it in my opinion."

Bonnie took over the HCO Sec. post at a difficult time. Marilynn Routsong had just stepped in to the Org. Sec post at a moments notice. It was a time when firm guidance and leadership paid off. Both Bonnie and Marilynn are much to be commended for the way in which they have helped to hold things together in Washington.

This shows that, in an emergency or otherwise, knowing policy and following it and getting others to follow it, and generally putting hats on the staff, is one of the first duties of the HCO Sec. in any Org. - certainly the best way in which the HCO Sec. can help other staff members to do a good job. When properly done, the staff member concerned will appreciate it and be happy about it, because he knows then what his job is, and that he is doing it well.

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HCO Secretary WW

for L. RON HUBBARD