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

Remimeo Qual Secs HAS Hats Off Cr Offs HCO BULLETIN OF 10 JUNE 1973

## Cramming Series No. 21

## CRAMNING OFFICER POST REQUIREMENTS

A Tech Cramming Off is not only a top Auditor for his Class but he must also be a top Supervisor.

The minimum requirements for being a Cramming Off are:

- A. Experienced Classed Auditor of Class IV HDC or above in a lower org and not lower than VIII in an SH or AO org.
- B. Mini Course Super Course.
- C. Trained Word Clearer.
- D. Trained in the skills of Cramming and Why Finding per the HCO PL 12 June 73 Cramming Off Hat Checksheet.

Whilst it is known there is a lot of good Cramming being done in orgs, the quality of Cramming needs to be increased in order to back up the current expansion occurring in orgs.

The Cramming Off is second only to the Qual Sec in technical quality and post expertise.

In order to upgrade Cramming quality, the following should be done:

- A. Get the current Cramming Off completed on all post requirements and operating efficiently. He handles tech and admin cramming.
- B. Post a Deputy Cramming Off who apprentices under the current Cramming Off, takes over the post, allowing the current Cramming Off to be sent to a higher org for advanced Tech training and HPCSC.
- C. When the first Cramming Off returns, he takes over, and the second Cramming Off goes to the higher org for OEC and HPCSC. The lst Cramming Off retreads Cramming expertise materials and Why Finding as part of staff training daily.
- D. The second Cramming Off returns and takes on the post of Admin Cramming Officer. He also Retreads Why finding and Cramming expertise.

And thus, we have expert Tech and Admin Cramming Officers on post.

A busy Cramming Off needs a Qual Page to get people in for their Cramming cycles and High Crime checkouts, otherwise he can waste valuable minutes and hours chasing up people. The Qual Page can also get needed pc folders or packs and materials from the Library as a service to the Cramming Off.

The high degree of personal attention in Cramming brings about a situation whereby a Cramming Off can handle about 20 students at one time before he will tend to become overloaded. In this case, a second Cramming Off must be added to reinforce the area. The Qual Sec and Org Off must be alert to this or the area will get jammed and production lines slowed.

The target being worked towards is:

- 1. A Class VIII or IX Ex Dn HPCSC Tech Cremming Off.
- 2. A Class IV OEC HPCSC Admin Cramming Off.

Then you would really see the fur fly. As these levels of post training are acquired, we will see a gradient and continual improvement in the tech and admin quality, existence of Source, and use of the materials of Dianetics and Scientology in Orgs.

Orgs will become fully On Tech, On Policy and In Ethics and will be truly KEEPING SCIENTOLOGY WORKING.

Ens. Judy Ziff CS-5 Authorized by AVU for the BOARDS OF DIRECTORS of the CHURCHES OF SCIENTOLOGY

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