BOARD TECHNICAL BULLETIN

Remimeo

Auditor Admin Series 18R

L&N LISTS

An L&N List (Listing and Nulling List) is a list of Items given by a PC in response to a Listing Question and written down by the Auditor in the exact sequence that they are given to him by the preclear.

A L&N List is always done on a separate sheet.

It's best to do an L&N List on faint lined paper.

The PC's name and date is put on the top of the sheet.

The listing question is written out, usually before the start of session.

When the listing question is checked the read is marked by the question (SF, F, LF, LFBD). If Suppress or Inval is used that is also noted.

As each item is given by the PC the reads are marked -- SF, F, LF, LFBD. This is done AS YOU LIST. If the item does not read you mark it with an X.

TA is noted periodically as the PC lists, and especially when the TA rises.

The LFBD F/N item is circled. If indicated to the PC it is marked IND.

When extending a list a line is drawn from where it has been extended with the date.

Example: Item   Joe X
                    Shoes SF
                    Socks X
                    _____Ext 24.2.72

                    Sky X
                    Wax X
                    Pigs etc etc.

L&N Lists are never stapled to the W/S but are paper clipped under the session reports.

CORRECTING L&N LISTS

Old lists are NOT TO BE COPIED.

They are to be corrected in their original form but using a different coloured pen to show what has been done - always date new uses of these lists also using the same colour pen as used for renulling or addition to them.

When a list is pulled forward to correct it, a sheet of paper is left at that date giving the data of the Listing Question and the date it is pulled forward to, so it can be easily located.

The corrected lists are left with the session reports of the session in which they were corrected. A note in red is made in the F/S of this correction.

R3RING A L&N ITEM

If an L&N Item is later R3Red it should be so noted on the list by adding: 'R3R TRIPLED (date)'.

References: HCOB 30 Sept 68   Lists
               HCOB 19 Sept 68   Old Lists
               HCOB 7 May 69   Summary of How to Write an
                                 Auditor's Report
               BTB   20 Aug 70R Two Complete Differences
                                 Assessment - Listing and
                                 Nulling

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for the
BOARDS OF DIRECTORS
of the
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