BOARD TECHNICAL BULLETIN

Auditor Admin Series 22RA

FOLDER ERROR SUMMARIES

Ref: HCOB 6 Oct 70   "C/S Series 19, Folder
                        Error Summaries"
       TAPE 7 Apr 72   Ex Dn Tape 3, "Auditor
                        Administration"

(NOTE: Data for this revision was taken from
LRH's written reply to a letter from former
Tech C/S ASHO.)

TWO METHODS OF FESing

There are two methods of FESing a case. The first is
a full detailed FES where one goes back and picks up and notes
down all past errors on the case so that a Progress and Advance
Program can be done.

Where the C/S is interested in handling the case more
rapidly, the procedure is to go back to where the pc was
running well and come forward, looking for the goofs to
repair. This would also apply in the case of a pc who already
repaired, was goofed in further auditing. These are different
FES methods -- a Progress Program and Repair C/Sing. Neither
one includes Admin errors or errors which do not affect the
case.

THE FLAW

Folder Error Summaries (FESes) which do not show clearly
whether an error has been corrected later in the pc's
auditing, can lead the C/S into over-repair. Such a flaw
lessens the usefulness of an FES.

NEW FORMAT

To handle the above flaw, the layout and contents of
the FES have been revised. The following is the format of
the FES which should be on legal or equivalent size pink or
red paper according to availability.

(PC NAME)		(GRADE)	(PAGE NO.)
DATE	C/S AUDITOR	ERROR	HANDLING DONE
22/10/71	C/S: J. Boggs Aud: R. Gulch	Drug R/D attested with no objective processes.	Objectives run to TP 23/9/72.
22/10/71	C/S: Same Aud: Same	Reading item on Drug R/D lists not run due to "No Interest".	All "No Interest" items completed. Attested 14/10/72.
17/1/72	C/S: Same Aud: B. Bingo	PC rollercoaster. Sick. Interview shows PTS to mother.	Handled as Type "A" 18/1/72 PTS R/D completed 19/11/72.
18/10/72	C/S: Same Aud: Same	Sick after list: "W/W WOULD EAT APPLES" Item: "A GOURMET".	Corrected w/ L4B 19/10/72.

One can see at a glance that all the noted errors have been corrected. A blank space in the right hand column would indicate that the error had not yet been fixed.

This column is filled in by the FESer as he goes along, or by the Auditor as correction is done. For example a note: "Chronic high TA" would be marked off by the Auditor "C/S 53 RJ to F/N List. TA normal" with the date, when that action had been completed.

Any error noted in the correction of the case IS NOTED AS A NEW ERROR ON THE FES.

THE FES IS KEPT IN PT BY THE AUDITOR AS ERRORS ARE NOTED.

The C/S will use the FES as a help in further programming of the pc.

It is kept in the inside back cover of the pc's folder.

WHAT IS WANTED IN AN FES

An FES should contain those points of error in the auditing of a case which might cause the PC future difficulty or may require handling. These would include rundowns left unflat or with missing steps; signs of unflat grades; absence of any of the parts of EP, noting what was being run; any chronic problem or difficulty; by-passed EP on any rundown, illness or ethics trouble after an auditing cycle.

The most important points which can bog a case are well covered in the C/S Series, with which an FESer should be familiar. In particular, anyone doing an FES must know very well C/S Series 1, 2, 15, 19, 29, 30, 34, 38, 59. He must be able to recognize and pick out any of the case errors described in the above issues.

Anyone doing FES work must be thoroughly familiar with
the GF 40XRR. Anything on the case which falls under any
of the headings on this list should also be clearly noted in
the FES, "PC was a member of black magic society" could be
the thing which is stalling her case.

WHAT ISN'T WANTED

An FES is NOT the same as an FS. The 2 must not be
combined or confused.

Opinions have no part in FES.

Do not note admin errors in an FES.

Any error which is not part of the case of its auditing
has no place on the FES.

It can be the subject of a chit or separate report.

Examples of this would be: "Auditor did not fill in the
Folder Summary" or "PC not being audited on any programme"
or "No-one C/Sing the folder".

Statements which R/Sed, and Ev Purps given off by the
PC are not usually noted in an FES. THAT FACT THAT HE DOES
R/S, OR DOES GIVE OFF EV PURPS MUST BE NOTED ON THE LEFT HAND
EDGE OF THE PC'S TOP MOST PROGRAM.

R/S statements (which the PC said that R/Sed when he
said it) and Ev Purps are noted on the Pgm in red ink and
may be noted on the F/S.

Dianetic ® chains that did not go to EP, flows not
run, are noted on a Full Flow Table, not on the FES. The
fact that a series of items was run F1 only, or did not EP,
is noted on the FES, to be marked off when corrected.

A C/S and his FES unit work closely together and the
C/S would usually apprentice these people until they can
very rapidly and accurately FES even a thick folder.

Revised by
Marion Kimmich
Flag Tech Comps I/C
for W/O Ron Shafran
CS-4
Approved by
Commodore's Staff Aides
and the
Board of Issues
for the
BOARDS OF DIRECTORS
of the
CHURCHES OF SCIENTOLOGY