BOARD TECHNICAL BULLETIN

Cramming Series 4RB

HIGH CRIME CHECKOUTS

AND TECHNICAL OKS

(Ref: HCO PLs 7th & 8th Mar 66
High Crime)

All new Bulletins by class or technical PLs issued are
checked out on all HGC Auditors and Internes by the Cramming
Officer within 24 hours of receipt.

The Cramming Officer has these main actions which he
ensures are done by all HGC Auditors, C/Ses, and Internes:

A. That they read the new Bulletin fully.

B. That all misunderstood words are fully cleared,
using Method 3 & Method 4. Starrate checkout is
then done by the Cramming Officer or Interne
Supervisor.

C. Clay Demos are done of the key principles in
the new Rundown.

D. That all new procedures or Rundowns are
additionally drilled, including E-Meter drills
if required by the procedure, in Cramming.

E. Writes up a list of "Okays to Audit" for the
procedure or Rundown and sends to D of P for use
in PC assignment.

Any confused technical questions, strange ideas or
considerations expressed are immediately handled with Word
Clearing.

All Case Supervisors and Tech and Qual personnel on
technical posts must also check out on all new Bulletins
and technical Policy Letters. They do A, B and C above.

The Cramming Officer must have a special High Crimes
New Issues Log Book. He lists down one side of the page
the names of all the personnel involved. Across the top
of the page, he lists the appropriate HCO (or Board) Bulletin
or Policy Letter, with a line going down the page.

NAME	HCOB 2 Aug 1972	BTB 10 Aug 1972	HCOPL 13 Aug 1972	HCOB 20 Aug 1972	HCOB 22 Aug 1972	HCOPL 23 Aug 1972	HCOB 1 Sept 1972
Mary Jones	Date	Date	Date	Date	Date	Date	Date
Bill Smith	Date	Date	Date	Date	Date	Date	Date
John Brown	Date	Date	Date	Date	Date	Date	Date
Etc.							
Etc.							

When a new HCO (or Board) Bulletin or technical Policy
Letter arrives in the Org, a copy must go immediately to the
Cramming Officer. He logs it in his book and ensures that
sufficient copies are made immediately available for check-
outs to be done within 24 hours of receipt.

High Crime checkouts are done by Auditors to their
highest Class. For example, Class VIIIs would check out
on all new issues. An HDC would check out on any new
Dianetic ℞ issues. A Class IV would check out on all
Class IV issues. Where an issue is not applicable to an
Auditor or staff member, a slash is put on his section of
the book when the issue is entered. A Supervisor would be
logged to check out on any new Supervision or Study Tech
Bulletins or PLs. The C/S checks out on all new issues.

High Crime Checkouts can be done by the Cramming Officer
or Interne Super. The Cramming Officer will retain the High
Crime Log Book and continue to be responsible for them
being in PT. Any High Crime Checkouts done by the Interne
Super must be logged in the book by the Interne Super daily.

MIMEO DELAYS

The Cramming Officer must make a special report to
CS-7, CS-1 and CS-5 at Flag if there is a delay in the
supply of Bulletins and Policy Letters into his/her Org.

This is a serious matter and must be reported immediately.

Mimeo Checklists of all issues are sent from Flag to the orgs periodically.

ETHICS INSPECTIONS

The Ethics Officer should inspect the High Crime Log Book weekly to ensure that checkouts are in PT.

If the checkouts are not in PT, he must call an Ethics Hearing on the Cramming Officer and chit the Qual Sec.

Violations of High Crime Policies are not to be treated lightly and are handled per HCO PL 8 Mar 66 High Crime.

Attestations are not accepted on any High Crime Check-outs.

TECHNICAL OKs

Any person who does a technical action must get an OK to do such an action from the Cramming Officer or Interne Super.

This includes Auditors, Supervisors, PC Examiners, Personnel Programmers, all Qual auditing correction actions, Word Clearers, C/Ses, D of P technical actions, such as PTS Interviews, Two Way Comm, MLOs who do Assists, etc.

There are a few terminals outside of Tech and Qual who do technical actions who should also get a Qual OK and these are the Ethics Officer for PTS Interviews and handling and the Success Officer on his meter handling of completions.

If a new auditing rundown comes out, the C/S is expected to get an OK to C/S that action from Qual.

The way to put this in on any existing staff who do not have such OKs is to make up a list of what needs to be done and then give a short time limit on the completion. Do not use this Policy to stop existing production. If the OKs have not been given, pull them in and get them done. In such a case, the Qual Sec, Cramming Officer and Interne Super would be expected to work together to get it done.

OKs may be withdrawn by the Qual Sec, Cramming Officer, or C/S if found to have been falsely issued by reason of repeated flubs.

Attestation is not accepted in Qual for OKs to Audit.

Revised by
Msm John Eastment
A/CS-5

Approved by
Guardian WW
FB Ad Council
FB Exec Council
LRH Comm FB
Commodore's Staff Aides

Approved by
The Board of Issues

for the

BOARDS OF DIRECTORS
of the
CHURCHES OF SCIENTOLOGY