HUBBARD COMMUNICATIONS OFFICE 1812 19th St., N.W. Washington 9, D.C.

## HCO POLICY LETTER OF JULY 6, 1959 (Issue 2)

Convert Sec E.D.
All Staff of Central
Orgs

OUTFLOW

Outflow is holier, more moral, more remunerative and more effective than inflow.

The order of priority of staff action follows for any department or staff member:

- (1) Outflow to general public using any comm particle or body,
- (2) Inflow of income producing comm particles,
- (3) Outflow of finished work or reports to other org members,
- (4) Inflow of orders, requests, information from other org members.

Give priority in terms of time as above and increase your unit.

L. RON HUBBARD

LRH: BG