

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex.
(Reissued HCO LA)
HCO POLICY LETTER OF NOVEMBER 26, 1960

Gen. Orgs.

PERMANENT STAFF MEMBER REQUIREMENTS
(Effective April 1, 1961)

To qualify for staff intensives, vacations, sick leave and other benefits in an HCO or Central Org a person must be a Permanent Staff Member.

The following are the requirements of a Permanent Staff Member:

1. Any certificate in force, (including HAS);
2. A Security check passed (No Criminal, subversive or Commie background)
3. Help Button in good condition.
4. An acceptable (not wholly below centre line, and majority of points not lower than the centre line) graph.
5. I.Q. 110 or above.
6. A knowledge of the Comm System and HCO Bulletin April 8, 1958.
7. A knowledge of the Org. Board.
8. 3 months on Staff.

Note: (Persons showing a Criminal, subversive or Communist background may not be employed).

REQUIREMENTS FOR AN EXECUTIVE POST

1. Permanent Staff Member.
2. A Professional Certificate in Force.
3. Control button free needle.
4. Help button free needle.

REQUIREMENTS FOR A TEMPORARY STAFF AUDITOR

1. Professional Certificate in force. (Or a letter showing exam has been passed and certificate is being prepared). (Letter from D. of T.)
2. A thorough knowledge of the E-meter.
3. A thorough knowledge of the CCHs.
4. No inversion on help.
5. No inversion on control.

REQUIREMENTS FOR A PERMANENT STAFF AUDITOR

1. Permanent Staff Member.
2. Free needle on Help.
3. Free needle on Control.
4. Adequate case gains on pcs processed.

Note: - The pay grade of a staff member should be regulated in view of the above as well as his actual position in the Org.

L. RON HUBBARD