

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex,
(Reissued by HCO LA)

GenOcen

HCO POLICY LETTER OF DECEMBER 20, 1961

HCO Sec
Org Sec
Academy

STUDENT E-METERING

All Academy students must be trained on E-Meters from the start even if they only hold one in their lap whenever they are 'auditor' or 'student' (not coach) in a Comm Course Tk.

A student must have studied and passed E-Meter Essentials with a 70% grade and have received instruction on E-Meters before being permitted to Sec Check any other student.

A student may only use innocuous Sec Check forms such as some of those that have been released in HCO Info Letters and may not use HCO Pol Ltr type Sec Checks while being trained to SEC. Check.

All auditing on any process must be done with a meter in the 'Auditor's hands whether Sec Checking is being done or not. Only exception : The CCHs and Upper Indoc TRs. Where there's an Academy 'Auditing session' in progress the auditor (never the coach) is holding the E-Meter. Where there's an Academy session there's an E-Meter.

A second examination on E-Meter Essentials must be passed 100% and the student must pass E-Meter demonstration training 100% and must feel easy and familiar with the E-Meter before he or she can run an HCO Policy Letter Sec Check Form such as Form 3 (the Joburg) and Form 6, etc. on any fellow student.

Summary.

This divides E-Meter training into four stages :

1. Holding an E-Meter and nothing else. Prerequisite: Being an Academy enrollee.
2. Observing their Meter while auditing basic Class I processes. Prerequisite : Having held a Meter through Comm Course.
3. Using the Meter on HCO Info Ltr type Sec Checks. Prerequisite: 1 & 2 above, passing E-Meter Essentials with a grade of 70%, having had E-Meter demonstrated and explained in class.
4. Class II type Sec. Checking using HCO Pol Ltr forms. Prerequisite : 1, 2 and 3, and having passed E-Meter Essentials with a grade of 100%, having received demonstrations, tapes and coaching on the E-Meter and passed an EXAMINATION on them. (This step is equivalent to Class II auditor requirements but does not award Class II by having been reached in the Academy.)

Reason

Academy Ds of T and Instructors will be getting blows, entheta and upset cases by reason of missed witholds unless the above is vigorously applied and required without exception.

(It is expected that an Academy Graduate at HPA level will be able to easily pass a Classification Examination as well as his HPA exam when going to work for a Central Org. The Classification exam is not to be given as a matter due because of course completion. It cannot be so awarded. A Class II examination can only be given if the student goes to work, on graduation, at the Cent. Org. or City Office).

LRH:esc:pm

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