

HUBBARD COMMUNICATIONS OFFICE  
Saint Hill Manor, East Grinstead, Sussex

HCO Area Sec  
HCO Communicator  
Org Sec  
Staff Hat  
C/O

GenOCon

HCO POLICY LETTER OF MARCH 15, 1963

ORG DESPATCH ROUTINGS TO/FROM USA AND CANADA

Until such time as a North American Continental Office is established, all Org despatches going to North America or all Org despatches coming from North America are to be routed as follows:-

1. Orgs in U.S.A. and Canada, EXCEPT those in the State of California.

All Org despatch routings to/from Orgs in U.S.A. and Canada, except those in the State of California, are to be routed via Washington DC and all these despatches are to be marked VIA DC in block letters on the top right hand corner of each despatch.

This ruling applies to New York, and to Orgs under review for establishment in Seattle, Vancouver, Denver, Chicago, ~~Dallas~~, Miami and elsewhere in the United States outside the State of California.

For all FC (HASI) matters each despatch is to be initialled as seen by the Org Sec DC, and for all HCO matters each despatch is to be initialled as seen by the HCO Area Sec DC.

2. Orgs within the State of California.

All despatch routing to-from Orgs within the State of California are to be routed via LA and are to be marked VIA LA in block letters on the top right hand corner of each despatch.

This ruling applies to San Diego, and all other Orgs under review to be established in the State of California.

For all FC (HASI) matters each despatch is to be initialled as seen by the Org Sec LA, and for all HCO matters each despatch is to be initialled by the HCO Executive Secretary California when this post is filled, and in the meantime by the HCO Secretary California.

Any Org despatches "jumping" the above routings should be returned for correct routing.

With our fast growing expansion, it is to be expected that our communication traffic will greatly increase if posts are not causatively filled. We are getting too big to refuse to make decisions locally. Bottlenecks aren't necessary. It will be found that where posts are being causatively filled, excess traffic on the comm-lines is minimised.

LRH:gl:tlm  
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