

CenOCon

HUBBARD COMMUNICATIONS OFFICE  
1089 S. Hoover St.  
Los Angeles, California  
(Issued HCO WW, Re-issued HCO State H.Q., California)

Org Sec  
HCO Exec Sec  
HCO Area Sec  
Staff Hat  
City Office

HCO POLICY LETTER OF JUNE 18, 1963

POLICY CHECKS

The HCO Area Secretary is, by policy, bound to check all new policies that are issued for the week.

If a Policy Letter, Sec. ED., Admin. Letter, Technical Bulletin or Directive comes in and it applies to your post, you can expect the Area Sec. to contact you re a hat check on it.

The Technical Director and the Assoc. Sec. will be checked on new Technical Bulletins for the week. The Association Secretary will be checked on any new policies or re-issued policies for the week.

Staff auditors receiving routine training under the Technical Director will not be checked unless the Area Secretary is specifically up to an Org. Rudiment for auditors.

Academy personnel will be checked over on any new training materials in the week they are issued.

This programme does not interfere with routine hat checks as per org. rudiments. The purpose of this programme is to help ensure that staff know policy and can understand it and quickly apply it.

LRH:gl:tlm  
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Issued by: PETER HEMERY  
HCO SEC. WW  
For L. RON HUBBARD

Authorized by: L. RON HUBBARD