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HCO POLICY LETTER OF JULY 19, 1963

RE-ISSUE SERIES (16)
ADMINISTRATIVE STABLE DATA
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There is an error being made by many Scientology executives. They apparently have as a stable datum, "Get the work done", or "Do all I can do". Chaos results.

The only possible datum on which an executive could work effectively is "Get people to get the work done".

Otherwise the executive does as much as he can and leaves the willing personnel standing around unhelped and unguided. If we all did this, Scientology would go nowhere. One auditor can't audit the world. One personnel cannot do all the work of a Scientology organization.

If each person in the Organization wears all the hats or one wears all and the rest wears none, you will have:

- (1) Bad morale
- (2) Overburdened personnel
- (3) Underburdened personnel
- (4) Rapid staff turnover
- (5) Bad dissemination, processing and instruction
- (6) Low income
- (7) Low income
- (8) Chaos

An executive has only two jobs: (1) Policy, promotion and planning
(2) Getting people to get the job done.

A post or terminal is an assigned area of responsibility and action which is supervised in part by an executive. Supervision means helping people to understand their jobs. Supervision means giving them the responsibility and wherewithal to do their jobs. Supervision includes the granting of beingness. Supervision does not mean doing the job supervised.

To double dissemination and income in Scientology organizations, study this well. Organizations that aren't run this way aren't real.

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