

Sthil Staff HUBBARD COMMUNICATIONS OFFICE
Students Saint Hill Manor, East Grinstead, Sussex
(give to each
new student)

HCO POLICY LETTER OF NOVEMBER 15, 1964

Gardeners HAT ISSUE 11

Chauffeurs HAT

Comm Officers HAT TRAFFIC REGULATIONS

Theory Supervisors HAT SAINT HILL

Accts HAT

Org Sec's HAT

Effective November 23, 1964

Cancels earlier policy letters on traffic

The traffic regulations of Saint Hill are as follows:

- (1) The Head Gardener is in charge of all traffic, parking and routing.
- (2) Violations of traffic regulations are subject to fine.
- (3) The Head Gardener gets to keep all fines for himself.
- (4) Students may park cars and vehicles in the student parking lot to the North West of the Manor. They may not park along roadways or before the Manor.
- (5) Student car traffic is through the West gate of the Manor. The The east (iron) gateway is closed to all student vehicle traffic. (Not to foot traffic).
- (6) Student and staff members who use taxis must direct their taxi drivers to arrive and leave by the west gate.
- (7) Students must not abandon vehicles in the parking lot or along roadways in the grounds. If through with a vehicle, a student should sell it or dispose of it outside the grounds.
- (8) There is no Manor garage service available to staff or students and the chauffeur must not be called upon to do, or be paid for, odd repair jobs or services including battery charging.
- (9) Staff cars may be parked before the Manor so long as there is space available, and when there is not, staff cars must go into the student parking lot.
- (10) None may park cars before or on the ramp of the Manor garage.
- (11) No vans or cars may be run into the area at the back door of the Manor (near publications office and carpentry shop) as that concrete area is a thin shell over an enormous well and a van or car could easily break through it and plunge to its own height into water.
- (12) No vehicles may be run on Saint Hill paths.
- (13) No cars must park along any verge.
- (14) Speed limit along roadway before garage and Manor is 10 m.p.h.

FINES

The Scale of Fines that may be collected by the Head Gardener are as follows from students or staff:

Illegal Parking	10s.
Using Front Gate.	10s.
Speeding	£2. 0. 0.
Failing to properly direct taxi driver to comply with routing and speed limit.	10s. fine by each passenger paid by passengers.
Damaging verge	£1. 0. 0.
Abandoning Vehicle on departure from Course.	Confiscation & £10.0.0 (cost of hauling it away.)
Repeated offences.	Barring staff or student vehicle from grounds with 10s. fine each time it enters.
Causing a vehicle accident of any kind in the grounds.	£5. 0. 0.

Refusal to pay fine.

Barring vehicle or person's taxi from grounds with 10s. fine each time it enters.

CAUTION

There is a great deal of pedestrian traffic along Saint Hill's roadways. There are children and pets. There are bicycles.

All this means that careless, swooping driving or irresponsible parking by anyone (including tradesmen) can result in accident or tragedy.

Therefore the above regulations are in full force.

Staff member fines are paid directly to the Head Gardener or are deducted from wages and paid the Head Gardener.

If the Head Gardener fines anyone he must tell the Communications Officer and the fact must be logged. Failure to log can cause a confiscation of the fee from the Head Gardener by the Org Sec's orders.

Tradesmen's vans may pause before the back entrance to the Manor and outside workmen may park along the roadway but not before the garage proper.

If tradesmen's van drivers, taxis or outside workmen violate any of these regulations, the matter must be reported to the Communications Officer by the Head Gardener and the offence logged, regardless of any other action taken such as fining passengers.

The Communications Officer must phone the company to which the offending vehicle belongs or the contractor for whom the workmen work and advise them that a driver or workman has broken our traffic regulations and that a repeated offence will cause the usual fine we levy to be deducted from their bill payment for each new offence. This sum deducted is given to the Head Gardener.

The Head Gardener should provide himself with tickets for offences and place these, properly marked, in the offending vehicle or mail them to the offending company.

In any case where the Head Gardener is not paid the fine he has levied he must report the matter to the Org Sec and the Org Sec is to collect the money for the Head Gardener.

In all cases of dispute a Committee of Evidence is to be convened by the Org Sec. But if the person is found to have disputed the regulations falsely, the fine is increased by £5.

We want no one's stay marred by accidents.

L. RON HUBBARD

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