

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex

Gen Non-
Remimeo

HCO POLICY LETTER OF 22 JULY 1965
(Replaces HCO Policy Letter of
17 August 1959)

HOME ADDRESSES

We want to keep at HCO WW a file of home addresses and telephone numbers of all important staff personnel in every organization throughout the world.

Important personnel includes Executive Secretaries and Divisional Secretaries.

It is the responsibility of HCO Secretaries in each organization (or the Org/Assoc Secretary if there is no HCO Secretary) to see that these addresses and telephone numbers are sent in to HCO WW Saint Hill, East Grinstead, Sussex, England; and also to see that HCO WW is informed of changes and new personnel.

LFH:ml:gmh
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L. RON HUBBARD