

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex

Saint Hill HCO POLICY LETTER OF 10 FEBRUARY 1966
Only Issue III

BONUSES FOR SERVICE DELIVERY
(Effective 25 February 1966)

TECH BONUSES

Staff Auditors and Internes

Every HGC completion passed by the Qual Examiner awards the staff auditor who completed that, a bonus of £1.

Additionally each HGC completion awards the Case Supervisor, D of P and Tech Sec 2 shillings each.

Course Supervisors

Every Course completion passed by the Qual Examiner awards the Course Supervisor under which it was done £1 for each certificate or class awarded by Qual.

Additionally 5 shillings is awarded the D of T and the Tech Sec each for every completion, (certificate or classification) awarded by Qual.

QUAL BONUSES

Pc Examiner

Every pc completion flunked and sent to Review for Review auditing awards the Preclear Examiner £1.

Additionally the Qual Sec and Director of Review are awarded 5s. each.

Additionally each pc completion successfully completed by a Review Auditor awards that auditor £1.

Student Examiner

Every student flunked by the Qual Student Examiner awards that examiner £1 for every student sent to Cramming.

Additionally the Director of Review and the Qual Sec gets 5 shillings each for each student flunk.

Additionally the Cramming Supervisor who completes the student so that the Examiner will pass him receives £1.

Dir Tech Services

The Director of Tech Services gets 10% of the total student and pc sum awarded the Tech Division each week.

CLAIMS AND DISPUTES

All Claims and Disputes must be referred to the Director of Inspection and Reports, HCO who may convene a Board or hear personally all disputes arising because of the bonus arrangements in this Sec Ed.

A False Claim for bonus only may be referred to Ethics. Otherwise no dispute because of these Bonus Arrangements may be made a matter of Ethics.

A disputant must abide by the decision of the HCO Area Secretary acting through the Director of Inspection and Reports.

OTHER DIVISIONS

It is obvious that if Results in Service are improved by this Bonus System all other staff members in all other Divisions will benefit by less frequent emergencies and more frequent affluences as technical service quality monitors income.

RIGHTS TO BONUS

These bonuses are not a right. Voluntarily extended, the system may be withdrawn without notice by the Executive Director.

No pay claims may be made on the org by reason of this bonus or errors therein and no error may become a matter for "back pay".

Those receiving such bonuses by accepting them agree to this clause.

NON-PAYING PCS OR STUDENTS

This Bonus System is not extended to cover non-paying pcs or students.

CALCULATION

As all completions are invoiced in Qual, the Disbursement Section must receive copies of all such invoices which clearly state what they are and must evolve a ready accounting system to care for their payment.

Disbursement must be careful not to pay doubly on the same person at the same time, pc or student, to both Tech and Qual.

The Org Sec, Tech Sec and Qual Sec form a Committee to establish and correct the methods of calculation of these bonuses.

The bonuses are paid one week late in every case. The wages and tax of the recipients is adjusted each week accordingly.

All bonus records become part of the pay file of the recipients, and methods of duplicating records to permit cross filing must be evolved.

The Bonus Week runs the same as the Accounting Week;

Thurs 2:0 pm to
Thurs 2:0 pm.

L. RON HUBBARD

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