

HUBBARD COMMUNICATIONS OFFICE  
Saint Hill Manor, East Grinstead, Sussex

Sthil Only

HCO POLICY LETTER OF 17 OCTOBER 1966  
Issue II

BONUSES

Review Auditors, Staff Auditors and Internes

Review Auditors, Staff Auditors and Internes are awarded for each completion as passed by the Qual Preclear Examiner as follows:-

- 10/- Per Grade Rehab, S & D, Assist or Sec Check
- 20/- Per audited Grade of Release - 0, I, II, III, LV, or VA.
- 30/- Per audited Grade V Release.

Further, Review Auditors, Staff Auditors and Internes are fined for each completion failed by the Qual Preclear Examiner as per the scale above.

Course Supervisors and Cramming Officer

Every course completion passed by the Qual Student Examiner awards the Course Supervisor or Cramming Officer under whom it was done 20/- for each certificate or class awarded by Qual or a 20/- fine for each certificate or class failed by the Qual Student Examiner.

Tech Sec

The Tech Sec is awarded a Bonus of 10/- for each completion on a rising graph and no bonus for any completion on a falling graph, this graph being the total completions of preclear and student examinations passed by Qual for the week.

Case Supervisor and D of P

The Case Supervisor and the Dof P are each awarded a bonus of 5/- for each completion on a rising graph and no bonus for any completions on a falling graph, this graph being the total HGC completions passed by Qual for the week.

D of T

The D of T is awarded a bonus of 5/- for each completion on a rising graph and no bonus for any completion on a falling graph, this graph being the total completions of students examined and passed by the Qual Student Examiner for the week.

Dir Tech Services

The Director of Tech Services is awarded a bonus of 5/- for each completion on a rising graph and no bonus for any completion on a falling graph, this graph being the total completions of preclear and student examinations passed by Qual for the week.

Qual Sec

The Qual Sec is awarded a bonus of 1/- for each £1/-/- rise in income on a rising graph and no bonus for any income on a falling graph, this graph being the total monies collected for Qual Services performed for the week.

Dir of Review

The Director of Review gets an award of 5/- for each completion on a rising graph and no bonus for any completions on a falling graph, this graph being the total completions of preclears and students handled in Review by the Case Section or the Cramming Section and passed By Qual Examiners.

Qual Preclear and Student Examiner

The Qual Preclear and the Qual Student Examiner are each awarded a 5/- bonus for each preclear flunked on a rising statistic and no bonus for each preclear flunked on a falling statistic for the Qual Preclear Examiner or a 5/- bonus for each student on a rising statistic and no bonus for any student on a falling statistic for the Qual Student Examiner.

Dir of Certs and Awards

The Dir of Certs and Awards is awarded a bonus of 6d for each £1/-/- rise in income on a rising graph and no bonus for any income on a falling graph, this graph being the total monies collected for Qual Services performed for the week.

Claims and Disputes

All claims and disputes must be referred to the Director of Inspections and Reports, HCO, who may convene a Board or hear personally all disputes arising because of the bonus arrangements.

A false claim for bonus may only be referred to Ethics, otherwise no dispute because of these bonus arrangements may be made a matter of Ethics.

Any disputants must abide by the decision of the HCO Area Secretary acting through the Dir of Inspection and Reports.

Rights to Bonus

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

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

Thursday 2.00 P.M. to  
Thursday 2.00 P.M.