

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead Sussex

Remimeo HCO POLICY LETTER OF 2 NOVEMBER 1967
HCO Exec Sec Hat
Org Exec Sec Hat
Qual Sec Hat
Dept of Exams Hats
Dept of Review Hats
Dept of C & A Hats

QUALIFICATIONS DIVISION, DEPARTMENTS
OF EXAMINATIONS, REVIEW AND CERTIFICATIONS AND AWARDS

All Organization Boards are to be posted in accordance with the following line-up which complies with HCO Policy Letter of February 28, 1966 entitled, "Danger Condition Data, Why Organizations Stay Small":

DEPARTMENT OF EXAMINATIONS

Director of Examinations

QUAL INTERVIEW & INVOICE SECTION

Qual Interview & Invoice In-charge

Qual Invoice Clerk
Qual Routing Clerk
Qual Folder Clerk
Qual Invoice Routing Clerk
Qual Page

STUDENT EXAMINATIONS SECTION

Student Examinations In-charge

Certification Examiner
Classification Examiner
Examination Marker
Practical Demonstrations Examiner

PC EXAMINATIONS SECTION

Pc Examinations In-charge

HGC Pc Examiners
Student Pc Examiners

CLEAR CHECKING SECTION

Clear Checker

OT CHECKING SECTION

OT Checker

DEPARTMENT OF REVIEW

Director of Review

CASE SECTION

Chief Case Officer

CASE OFFICER UNIT

Case Officers

CASE REVIEW UNIT 1

Leading Review Auditor Unit 1
Review Auditors

CASE REVIEW UNIT 2

Leading Review Auditor Unit 2
Review Auditors

CRAMMING SECTION

Chief Cramming Officer
Cramming Officers

STAFF SECTION

Staff Section Officer

STAFF TRAINING UNIT

Chief Staff Training Officer
Staff Training Officers

STAFF REVIEW UNIT

Chief Staff Review Officer
Staff Review Officers

Org Exec Course

Org Exec Course Supervisor
Org Exec Course Administrator

INTERN TRAINING SECTION

Intern Training Officer

ORG REVIEW & CORRECTION SECTION

Org Review and Correction

DEPARTMENT OF CERTS AND AWARDS

Director of Certs & Awards

INVOICE SECTION

Invoice Clerk

LOGGING SECTION

Logging Clerk

CERTIFICATE & AWARDS PREPARATION SECTION

Certificate & Awards Preparation Clerk

CERTIFICATE & AWARDS STOCK SECTION

Certificate & Awards Stock Clerk

MEMBERSHIP SECTION

Membership In-charge

Membership Index Card Clerk
Membership Card Preparation Clerk
Membership Card Issuance Clerk
Memberships Promotion Clerk