

HUBBARD COMMUNICATIONS OFFICE  
Saint Hill Manor, East Grinstead, Sussex

HCO POLICY LETTER OF 7 JULY 1971

Remimeo  
HASs Starrate  
FEBC Grads  
Starrate  
FEBC Checksheet  
Starrate

*Org Series 27*

HCO ESTABLISHMENT FUNCTIONS

HCO means HUBBARD COMMUNICATIONS OFFICE.

The elementary and very simple actions of HCO are contained in this:

It is really hCo.

C = Communications.

To have Communications you have to have TERMINALS.

Flows can ONLY occur when terminals are rock steady and STABLE. There can be NO flows and NO power without steady terminals. Hence, Comm cannot occur without stable terminals.

The ORG BOARD is the pattern of the terminals and their flows. So you have to have an Org bd. And the Org bd must in truth be a representation of what is in the Org.

The Org Bd shows where what terminals are located in the org so flows can occur.

HCO has recruitment which means it gets people from OUTSIDE the org to be placed as terminals in the org = posts.

HCO has the posting of the Org Bd and designating the spaces in the org so that flows can occur.

Hatting is a prime function of HCO because otherwise the terminals won't know what they are supposed to be doing or what flows they handle or how.

HCO has INSPECTION to see that the flows are going right and that terminals are functioning.

Ethics exists to handle gross outnesses in flows.

Then routing can occur.

Then production can occur.

In essence that is ALL there is to an HCO.

If it realizes its key is C for Communications and that Comm requires terminals and an org bd so that flows can occur then HCO will function.

This action of putting in terminals is called ESTABLISHING.

Thus HCO is the Establishing division.

DIS-ESTABLISHING

If HCO does not know this and if it makes numerous errors or alters importances away from this, it DIS-ESTABLISHES the org.

DIS = Take apart.

ESTABLISH = Put there.

DIS-ESTABLISH = Take apart what is put there.

Thus Dis-establish means to take out terminals and tear things up.

In using the org itself as a source of personnel, then an "HCO" tears things up far faster than it puts things there.

### HAS

The HCO Area Secretary, HAS, has the function of ESTABLISHING THE ORG.

That means to find, hat, train, apprentice persons from OUTSIDE the org, to locate them in the org and on the org bd and then route the raw materials (public people in this case) along the line for production, which means changing particles into a final product.

If HCO *establishes* the org then all will be well.

If it fails to recruit or hat or org bd or route or distribute comm or police the lines, the org will stagger or fail.

The HAS is responsible for seeing that HCO establishes the org.

An HAS who is doing anything else is DIS-ESTABLISHING.

### HCO EXTERNAL

HCO has the incoming and outgoing flow lines as well.

This gives it Address. This means the *location* of the terminals OUTSIDE the org that the org contacts.

This in itself is an Org Bd.

The HAS must insist that the outside terminals are also established.

This gives an international network of flows amongst terminals.

WHAT is produced and WHAT flows on the lines is the business of other terminals outside HCO unless these threaten the functions of HCO.

### SIMPLICITY

Now if you think there is anything more to it than this, work and work and work to do it in clay, clean up the misunderstood words and become thus able to envision and handle it.

*Many* policies exist about HCO. There is a lot of Admin tech connected with an HCO but ALL OF IT is entirely and completely concerned with *how* to establish an HCO and an Org.

This P/L should be 'known, known, known and any further confusion would be plainly the result of personal aberration such as an inability to conceive of a terminal or a space or a thirst for confusion only found in very batty places.

The functions of an HCO and the duties of an HAS are so elementary and so plain that they cannot be misunderstood even by experts.

HCO Establishes the Org.

That is the basic thing to know.

The techniques of how it is done are well recorded and broadly issued.

HCO does NOT Dis-establish the org.

HCO does NOT leave an org un-established.

HCO ESTABLISHES THE ORG.

L. RON HUBBARD  
Founder