

HUBBARD COMMUNICATIONS OFFICE  
Saint Hill Manor, East Grinstead, Sussex  
HCO POLICY LETTER OF 12 JULY, 1971

ISSUE III

Remimeo  
Exec Dir/CO (Amends HCO PL 10 April 1965, - Dismissals,  
HCO AS Transfers and Demotions  
PCO HCO PL 18 November 1965 -  
I&R Appointments of Personnel)

IMPORTANT

APPOINTMENT OF HCO AREA SECRETARIES

HCO Area Secretaries appointed in Scientology or Sea Org Organizations are of ACTING STATUS only until trained and processed specially for the post.

This includes those trained on FEBC.

The appointment of any HCO Area Secretary for an Acting or Deputy posting requires a Letter of Appointment from the Founder following submission of CSW covering the following specifics:

- a) Length of time in Scientology and the Organization,
- b) Posts held with statistics record of each post,
- c) Training levels achieved and record of study progress - as attested to by the Org STO or Qual Sec,
- d) Case level achieved and record of case progress - as attested to by the C/S,
- e) Po Assessment Form copy,
- f) Ethics record,
- g) Up to date test scores for I/Q, Aptitude and Leadership.

CSW is submitted via the Continental Liaison Office HCO Bureau to HCO Bureau Flag and to the Founder.

HCO Area Secretaries who have been appointed by the Founder to post, whether Acting or Deputy, may not be demoted or transferred without full CSW sent on the above lines to Flag and with proposals in the above form for a new posting.

Training and Processing requirements for the PERMANENT posting of an HCO Area Secretary will be issued shortly.

HCO Aide  
for  
L. RON HUBBARD  
FOUNDER

LRH/HE/sb  
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