

HUBBARD COMMUNICATIONS OFFICE  
Saint Hill Manor, East Grinstead, Sussex

HCO POLICY LETTER OF 12 NOVEMBER 1971R  
ISSUE II  
Remimeo  
Basic Staff (Revised 6.3.73. Only change  
Hat is word "come" first para.)

HOW TO RAISE YOUR OWN  
STATISTICS AND PAY

The welfare and pay of an organization come from its statistics.

The statistic of the individual staff member adds up to those of others in the division and makes up the divisional statistic.

The divisional statistic, added to the statistics of other divisions add up to the delivery and income of the org.

There is a statistic for the Qualifications Division (Division 5) which measures the average valuable production of the individual. This is "number of staff members divided into the gross income of the org" for the week.

Let us say this figure is £18 or \$43.20 for example. Now out of that gross income must come the expenses of running the org - the rent, phone, lights, promotion etc. This runs to about 66% of the gross income. This means that there would be only £6 or \$14.68 for pay for each individual on an average.

Well, that's low.

But it says clearly that the production value of many individuals in the org is far too low. They either aren't working or what they are working on adds up to too little production or they aren't working on what's really useful to the org.

Good pay is composed of:

(Div 1) Good recruiting, training, hatting of tech and Admin personnel, smooth fast comm lines, high ethics level, (Div 2) effective promotion, publication sales, good letter registration, good up to date Central Files and Address, good Registration selling, (Div 3) Good income and disbursement and materiel, (Div 4) excellent friendly public customer handling, excellent fast training, flubless processing, (Div 5) accurate word clearing, good org staff and auditor correction, good examination and certification, (Div 6) Public Relations Area Control, voluminous public contact work, heavy public book sales, attractive convincing introductory demonstrations and miniature courses, active groups and active and well paid field staff members, (Div 7) Knowledge, Good guidance, defense hard work coordination and leadership - all these add up to delivery and income.

Each one of these Divisions and each department has a statistic.

Those statistics are made up of the individual statistics of the staff members.

Thus, low delivery and low pay come directly from the production on post of each individual staff member.

There is no vague "firm" that supports the staff.

The staff receives pay in proportion to what they themselves produce, each one of them.

If a staff as a group tolerates out ethics, loafing, poor delivery and low individual stats it will be badly paid. That's the way it is.

They not only will be badly paid but will be letting the whole show down. They are also denying their community and funds to forward progress on the continent.

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It is not hard to raise one's own stats. A personal project can do it.

Read the Policy Letter "Reading Statistics" HCO PL 5 May 1971 Issue II.

- (a) Put up a daily statistic graph for one's own production.
- (b) Each morning set a stat ceiling, a bit higher than an earlier highest days output.
- (c) Achieve this ceiling as a target each day and try to better it.

You will become cause over your environment instead of effect.

You will find out you cause your own stats.

Begin a campaign amongst the staff to get people to do the above. You will wind up more highly paid. Of course there's always the chance that if you do this you will wind up as an executive.

L. RON HUBBARD  
FOUNDER

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