

HUBBARD COMMUNICATIONS OFFICE  
Saint Hill Manor, East Grinstead, Sussex  
HCO POLICY LETTER OF 23 DECEMBER 1971

Remimeo  
STO  
Ethics Off  
Personnel  
Programmer

Personnel Series No 23

1:1 TECH ADMIN RATIO ON NEW RECRUITS

In order to build up and expand the degree of Tech Training going on in Scientology Organizations, including Sea Org Orgs, the following now becomes Policy:

THE 1:1 TECH ADMIN RATIO APPLIES IN THE ASSIGNMENT OF ALL NEW PERSONNEL HIRED OR RECRUITED.

One out of every two new recruits releases a staff member to full time Tech Training/Internship or Word Clearing.

When new recruits come aboard or onto staff in an org, the new recruit is to be quickly pushed through his basic training in the HCO Expeditor Unit : SS1 and SSII (SO Orgs : Sea Org Member Hat, SS1, SSII and Able Seaman's checksheet). That recruit then becomes immediately eligible for post assignment.

PCO assigns one out of every two new recruits in such a way that they release one staff member for full time tech training/ Internship, Word Clearing or the Hubbard Professional Course Supervisor's Course.

This Policy is not to be misconstrued to begin musical chairs or constant post changes. The replacement goes in as an I/T and proper post training and turnover occurs.

If the recruit is HDC or above (in the SO, CL IV or above) he or she may be immediately put on full time training/Internship, as above, immediately on completing the basics above (in the Sea Org, plus Second Class Missionnaire Checksheet).

All personnel Policy on assignment to full time tech training applies.

Obviously when this programme first goes in only those relatively low on the org board will be most easily programmed off post and onto full time tech training.

However, with complements fully in use, PCO is going to have more time to get Personnel Series 2 "Personnel Programming" and its advance planning actions, done.

This will gradually bring about tech training for those higher on the org board.

The basic complement of word clearers in any sized Qual is two, but an org of 50 or more needs at least four word clearers. A large org should have at least six word clearers

STO must make a weekly report to the Ethics Officer or Master at Arms on the progress of all members on full time tech training or the Interneship, with date started and a factual report of progress. Any student not doing well must be handled with Cramming, word clearing, auditing and Ethics, as required. If this does not handle quickly, the person is offloaded from tech training lines, releasing a more worthy person for tech training. The Ethics Officer must keep a close eye on this and see it is done. He must also investigate and take Ethics action if the tech training is taking overlong on a whole group of trainees.

All persons assigned to full time training must have a twin. Non-utilization of twin assignment will reduce the effectiveness of this programme. Twin assignment is a vital part of study technology.

The Ethics Officer must inspect courses regularly to ensure this is IN. Ethics action must be taken on any Supervisor who does not force this in.

It is not permitted to use full time Training/Interneship or Word Clearing areas as a personnel pool. Twins are to be held responsible and hereafter the twin will be Comm Eved if he allows his twin to be taken off full time training to another assignment. The only exception is an LRH ordered assignment.

No persons with an IQ of less than 120 may be assigned to full time Training. Having an IQ of less than 120 need not be a bad problem for auditing soon raises IQ and particularly on lower level PCs, with Objective Processing.

#### Admin Training

Assignment to admin training can be done using the 1:1 ratio admin recruit, utilizing the above system for tech training. All the rules above apply in the area of full time admin training.

#### Sea Org Sea Training

Sea Org members have another training step, which gives them an added strength and versatility, and that is Sea training. In sea training and duties, Sea Org Members learn to confront and handle Mest. and randomness.

"Masses are reality. To increase one's affinity and communication it is actually necessary to be able to confront and tolerate masses." "Problems of Work" by L. Ron Hubbard, Chapter 7, Exhaustion.

Sea Org Members wear three main hats: Sea Org Member Hat, Post Hat, and Sea Watch or duty Hat.

A vast amount of technology has been written by L. Ron Hubbard, and is studied by Sea Org members, on the subject of handling a ship. They study a series of Specialist Sea Watch or duty posts, in order to attain full competence and ability to handle a ship under any conditions.

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It is our ultimate goal for all members of the Scientology staff team to be trained up to CLASS XII OR ABOVE, attain OT VIII OR ABOVE and FEBC OR ABOVE.

Judy Ziff  
Qual Aide

for

L. RON HUBBARD  
FOUNDER

LRH:JZ:ne  
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