

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex

HCO POLICY LETTER OF 4 NOVEMBER 1976-1
ADDITION OF 15 NOVEMBER 1976

Remimeo
HCOs
QUALS
ALL STAFF

URGENT

STATISTIC CHANGE, GROSS DIVISIONAL

STATISTICS, HCOs AND QUALS

FOR ESTATES UNITS

OIC TELEX CHANGE

(Effective 25 Nov 1976. First
report 2 Dec 1976.)

The following point system is to be used by ESTATES HCOs, the ESTATES RECRUITER and the ESTATES PERSONNEL CHIEF in computing their statistic, per HCO PL 4 Nov 76.

- Routine personnel, SO Contract = 1 bonus point.
- Newly recruited Sec Checker, HSDC or Word Clearer = 2 bonus points.
- Newly recruited Auditor Cl IV and below = 3 bonus points.
- Newly recruited Cl VI and above = 6 bonus points.
- Newly recruited fully trained Course Supervisor = 5 bonus points added to Class.
- Newly recruited fully trained Case Supervisor = 5 bonus points added to Class.
- FEBC = 10 bonus points.
- OEC = 5 bonus points.
- Newly recruited apprentice* carpenter, cabinet maker, welder, sheet metal worker, auto mechanic, boilerman, interior or exterior painter, mechanic, plumber, glazer, plasterer, mason, gardener, wall-hanger, chef, broiler chef, fry cook, waiter, nanny or other child care, truck driver or construction machine operator, janitor, air conditioning repairman, roofer, electronics man, electrician, elevator repairman, machinist or other trade useful to Area Estates = 3 bonus points.

(* - apprentice: "2. a person, usually a member of a labor union, learning a trade, etc. under specified conditions. 3. any learner or beginner." - Webster's New World Dictionary of the American Language)

- Newly recruited journeyman* of any of the above trades with a valid specialist certificate in the trade = 6 bonus points.

(* - journeyman: "2. now, a worker who has learned his trade. 3. an experienced craftsman of average ability." - Webster's New World Dictionary of the American Language)

- Newly recruited Maitre d' = 6 bonus points.
- Newly recruited Executive Chef = 8 bonus points.

- Newly recruited Master* of any of the above trades = 8 bonus points.

(* - master: "2. a person very skilled in some work, profession, etc.; expert; specifically, a) a highly skilled workman qualified to follow his trade independently." - Webster's New World Dictionary of the American Language)

- Newly recruited licensed nurse, doctor, dentist, teacher, architect or engineer = 8 bonus points.

(Note: Points are not cumulative for one recruit. Only the highest value category is counted for each recruit.)

ESTATES QUAL DIVISIONS

Estates Qual Divisions, SSOs and DPEs in computing their statistic per HCO PL 4 Nov 76 use the following point system:

- Fully qualified, trained and hatted for his post = 1 bonus point.
- Fully FEBC trained and interned (regardless of what post he has been hatted for) = 10 bonus points.
- OEC trained and interned (regardless of what post he is hatted for) = 8 bonus points.
- Dean of Technology (HCO PL 24 Oct 76 Issue III) = 15 bonus points.
- Senior Case Supervisor (HCO PL 24 Oct 76 Issue III) on C/S post = 10 bonus points.
- Professor (HCO PL 24 Oct 76 Issue II) on Div IV or V post = 8 bonus points.
- Class VI or above on any Tech or Qual post = 6 bonus points.
- Class IV or below on any Tech or Qual post = 3 bonus points.
- HSDC, Sec Checker, Word Clearer on any Tech or Qual post = 2 bonus points.
- HEJSC on any HCO post or MAA = 5 bonus points.
- Trained and interned apprentice tradesman on a post of his trade = 3 bonus points.
- Trained and interned journeyman tradesman on a post of his trade = 6 bonus points.
- Trained and interned master tradesman on a post of his trade = 10 bonus points.
- Trained and interned Maitre d' on post as Maitre d' = 8 bonus points.
- Trained and interned Executive Chef on post as Executive Chef = 10 bonus points.
- Fully licensed nurse, doctor, dentist, teacher, architect or engineer on the post of his/her training = 10 bonus points.

The definitions of "qualified" per HCO PL 11 Nov 1976 apply to all Estates personnel, as do all other sections of both HCO PL 4 November 1976 and HCO PL 11 November 1976.

L. RON HUBBARD
Assisted by
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for the
BOARDS OF DIRECTORS
of the
CHURCHES OF SCIENTOLOGY