

HUBBARD COMMUNICATIONS OFFICE  
Saint Hill Manor, East Grinstead, Sussex

HCO POLICY LETTER OF 7 DECEMBER 1976

Remimeo  
LRH COMM  
HAS  
ETHICS OFFICER  
QUAL SEC  
STAFF SECTION OFFICER  
STAFF CHAPLAIN  
SS and PRODUCT ZERO  
PAYROLL I/C

LEAVING AND LEAVES

It has occasionally happened in the past that a staff or crew member has used the fact that he or she was leaving an org to spread upset.

It is a common make-wrong in children to threaten to run away. And it is a common action of suppressives to spread upset and dissatisfaction by saying they are leaving.

There are some people who leave wherever they are obsessively and the most casual check reveals they have seldom remained anywhere: committing continual overts, they are routinely running away from any job, any post, any group and from themselves and life.

As the actual reason behind blows is overts and withholds, the excuses for leaving are usually simply justifications and are actually a third party action of associates, usually false reports.

Therefore, informing fellow staff members and others that one is leaving is hereby properly labeled a Suppressive Act.

Where it is found that this is occurring and if the person concerned does not report it to the proper terminals, HAS and Staff Chaplain, departure will be followed by a Declare.

If one is going to leave an org the proper action is to report it only to the HAS and Staff Chaplain and not to fellow staff members.

Where a person is secretly planning to leave and making private preparations to do so without informing the proper terminals in an org and does leave (blow) and does not return within a reasonable length of time an automatic Declare is to be issued. Should any monies or organizational property be found to be missing in consequence, action is to be taken on criminal charges.

All persons whose contracts expire without renewal and all persons who wish to leave are to be security checked by an auditor who is qualified in Qual to make prepared lists read. This will remove the overts and withholds inevitably connected and so relieve the person and the org of the usual justifications and false reports.

LEAVES

All persons before going on leave, must be given a security check by an auditor qualified to make prepared lists read. Final pay before departure is to be withheld until this action has been done.

All persons returning from missions or leave must be security checked.

Any staff or crew member falsifying the reasons why a leave is needed or requesting a leave when in fact blowing is to be the subject of an automatic Declare.

There is no intention of holding onto people who do not want to be where they are.

There is every intention to use our tech to prevent false reports and suppressive actions from occurring, both to the detriment of the person himself and to an organization.

There are enough lies in the world without generating more as to the "reasons" one is leaving or seeking to use the fact to damage an org or its staff.

The vast majority of staff want to be there and are NOT leaving and they don't need 3rd partying SPs around. The vast majority are good guys.

L. RON HUBBARD  
FOUNDER

for the

BOARDS OF DIRECTORS  
of the  
CHURCHES OF SCIENTOLOGY

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