HCO POLICY LETTER OF 23 AUGUST 1979
ISSUE II

Remimeo
Tech
Qual
All Execs
All Staff
Programs Chiefs
Project Operators
Mission Operators   Esto Series 38
Missionaires
AGs   Product Debug Series 2
LRH Comms
FRs

DEBUG TECH CHECKLIST

Ref: HCO PL 23 Aug 79   DEBUG TECH
        Issue I
        HCO B 23 Aug 79   PRODUCT DEBUG
        Issue II   REPAIR LIST
        The Product Debug Series

        (This Checklist is clarified by HCO PL
        23 August 79, Issue I, DEBUG TECH, and
        is used in conjunction with that PL.)

Production is the basis of morale. People who don't get products have low morale.

Executives and responsible people have the task of getting out products. When they don't get them out, the unit or organization fails.

It is extremely upsetting and puzzling to a staff member and to his seniors when he can't get out the products expected of him. I have seen an executive going around in circles for weeks trying to guess why such and such a staff member couldn't get out the products of his post area. I have seen staff members actually in tears because they were unable to achieve the products of their post. I have also seen people busy, busy, busy and totally unaware of the fact that they were producing absolutely nothing.

LRH ED 302 was a breakthrough. It has now been written into HCO PL 23 Aug 79 I, DEBUG TECH and contains a considerably expanded tech on how to debug products. People have had very great success in applying it.

To give them even greater successes, I have rewritten LRH ED 302-1 into this PL. The whole object of this Checklist is to debug a lack of products and accomplishments of an org or post.

This Debug Checklist is used in conjunction with HCO PL DEBUG TECH. It gives the person doing the Debug a list of things that could be standing in the way of production. The sequence of handling is as laid out in the Debug Tech PL. The first action is an inspection of the area. Then come the personal handling steps.

This sequence must be followed in any debug action. For instance, if you haven't done the inspection then how would you know what it is you are trying to debug?

This Checklist can be assessed on a meter or be administratively used (off the meter) by Mission Operators, Program Operators, Project Operators, Evaluators, Executives and anyone else needing to debug a cycle of action or lack of products, including any staff member or student himself.

When assessed on a meter, each reading line would be taken to F/N by doing the handling given for that line.

When doing this Checklist the individual should have the issues and references he may need to carry out the handlings along with him.

THE EP OF DEBUG

Debug actions are never carried on past the point where the target or area or individual or org has been debugged.

Once production has been debugged and desirable products are now being gotten for real in adequate quantity, the debug has been accomplished.

This could occur at any one of the steps. And when it does you let the area get on with producing the products they are now able to produce.

PRODUCT DEBUG REPAIR LIST

In case of a bog or trouble on the following Checklist use HCOB 23 Aug 79, Issue II, Product Debug Series 10, PRODUCT DEBUG REPAIR LIST to repair the person so he can continue with the Debug actions.

INSPECTION

00. The first action in debugging an area is an inspection to see what is going on in terms of production. In inspecting the area you do the following:

1) You look for what products have been gotten out in the past.

2) You look for products that are there completed.

3) You look for what products can be attained in the immediate future.

4) You look for the value of the products produced as compared to the overall cost of the production organization.

5) You look for overt products or cycles where products continuously have to be redone, resulting in no or few products.

Full data on how to do this inspection is given in HCO PL 23 Aug 79, Issue I, DEBUG TECH.

0. Find a product that can be gotten out, any product, and insist that it and products like it or similar cycles be gotten out flat out by the existing personnel.

THE CHECKLIST

Section A:

A1.   NO ORDERS?
(Find out if (a) he's needing orders due
to not knowing his hat or if (b) he's
not getting any direction or guidance from
his senior. Handle (a) by getting him
hatted, or (b) by doing this checklist on
his senior.)   _____

A2.   NEVER RECEIVED THE ORDERS?
(Have him get the orders and handle any
cut line that isn't relaying the orders.)   _____

A3.   CROSS-ORDERS?
(Find out what and handle per HCO PL 13
Jan AD29, ORDERS, ILLEGAL AND CROSS.)   _____

A4.   ILLEGAL ORDERS?
(Find out what and handle per HCO PL 13
Jan AD29, ORDERS, ILLEGAL AND CROSS.)   _____

A5.   VERBAL TECH?
(Find out what and handle per the "How to
Defeat Verbal Tech Checklist" and HCO PL
7 Aug 79, FALSE DATA STRIPPING.)   _____

Section B:

B1.   HASN'T READ THE ORDERS?
(Have him read, word clear and starrate
the orders.)   _____

B2.   AVOIDANCE OR NEGATION OF POLICY?
(Pull the O/Ws per W/H system. Then clear
up his MUs on the relevant policy.)   _____

B3.   POLICY UNKNOWN?
(Determine what applicable policy is unknown
to him and have read, word clear and star-
rate it.)   _____

B4.   NO POLICY?
(Have him work out what the policy should
be and submit it for approval.)   _____

B5.   LACK OF TECH?
(Have him get familiar with the exact
problem he's encountering and make him
work out a solution that will handle it.)   _____

Section C:

C1.   MISUNDERSTOODS?
(Find and clear the MUs.)   _____

C2.   MISUNDERSTOODS ON THE ORDERS?
(Find and clear the MUs.)   _____

C3.   DOESN'T UNDERSTAND THE ORDERS?
(Handle with word clearing and false Data
Stripping.)   _____

C4.   FALSE DATA ON THE ORDERS?   _____
      (Handle with HCO PL 7 Aug 79, FALSE DATA
      STRIPPING.)

C5.   OUT OF AGREEMENT WITH THE ORDERS?   _____
      (Handle any out-ruds. Then handle with
      word clearing and False Data Stripping.)

C6.   LACK OF INTEREST?   _____
      (Find out if it's out-ruds or MUs or past
      failures and handle accordingly.)

C7.   NO INTEREST?   _____
      (Find out if it's out-ruds or MUs or past
      failures and handle accordingly.)

C8.   LACK OF VALUE OF THE CYCLE OF ACTION
      ITSELF?   _____
      (Find his MUs and handle. Have him demo
      out the cycle of action.)

      Section D:

D1.   FINANCE BUGS?   _____
      (Find out what and get it debugged and
      also if it amounts to that, get the whole
      FP Committee through the FP Pack.)

D2.   LOGISTICS PROBLEMS?   _____
      (Find out what it is and handle with HCO
      PL 14 Mar 72, Issue II, Esto Series 7,
      FOLLOW POLICY AND LINES, and any other
      Debug Tech needed.)

D3.   NO EQUIPMENT?   _____
      (Find out what is needed, if it is really
      needed, and if so debug it per D1 and D2
      above so it is gotten. Remember that there
      are enormous percentages of people who
      absolutely have to have before they can
      possibly do and use that usually as an
      excuse not to produce.)

      Section E:

E1.   SCARCITY OF PERSONNEL?   _____
      (Indicate it and then investigate and
      handle HCO which is usually up to its
      ears in personnel requests and busy on
      them instead of putting an HCO there that
      properly recruits, hats and utilizes
      personnel. This may mean doing this Debug
      Checklist on the HAS or any person respon-
      sible for that division or activity because
      they aren't getting the products of staff
      members who produce.)

E2.   SOME OTHER PROBLEM WITH PERSONNEL?   _____
      (Debug this using HCO PL 16 Mar 71, Org
      Series 25, Personnel Series 19, LINES AND
      HATS and the Personnel Series as given in
      the Management Series.)

Section F:

F1.   ABSENCE OF HATTING?
     (Find out if it's (a) lack of a hatting
     course for the staff, (b) a hatting course
     where WHAT IS A COURSE? PL is flagrantly
     not in, (c) the area senior doesn't make
     sure his staff put in study time off produc-
     tion hours or (d) some other reason why he
     does not go to study. Handle according to
     what comes up and HCO PL 23 Aug 79, Issue I,
     DEBUG TECH.)

F2.   DOESN'T ATTEND STUDY?
     (Find out if it's (a) lack of a hatting
     course for the staff, (b) a hatting course
     where WHAT IS A COURSE? PL is flagrantly
     not in, (c) the area senior doesn't make
     sure his staff put in study time off produc-
     tion hours or (d) some other reason why he
     does not go to study. Handle according to
     what comes up and HCO PL 23 Aug 79, Issue I,
     DEBUG TECH.)

F3.   ABSENCE OF DRILLING?
     (Get any needed drilling on equipment and
     actions done.)

F4.   ABSENCE OF CRAMMING?
     (Get the subject cramming is needed on and
     send him to cramming.)

F5.   FALSE CRAMMING?
     (Handle per HCO PL 7 Aug 79, FALSE DATA
     STRIPPING. Assess and handle a Cramming
     Repair List if necessary.)

F6.   A DISASSOCATION BETWEEN THE DEFINITION AND
     THE PHYSICAL UNIVERSE?
     (Have him demonstrate -- in clay if
     necessary -- and give real examples of
     the definition. Program him for M8 and
     M9 program and the Disassociation Rundown.)

F7.   FALSE DATA ON THE HATTING MATERIALS?
     (Handle with False Data Stripping.)

F8.   LACK OF TECHNICAL KNOW-HOW?
     (Locate the area of technical know-how he
     is lacking in and get him studying and
     drilling the tech on it.)

F9.   UNABLE TO BE HATTED?
     (Strip off the false data in the area with
     False Data Stripping.)

Section G:

G1.   EXTERIOR INFLUENCE STOPPING THE PRODUCTION
     WHICH CANNOT BE HANDLED IN THE PRODUCTION
     AREA?
     (Handle per Section G of HCO PL 23 Aug 79,
     Issue I, DEBUG TECH.)

Section H:

H1. OTHER EVENTS?
     (Find out what and handle per HCO PL 23   _____
     Aug 79, Issue I, DEBUG TECH.)

H2. OTHER REASONS?
     (Find out what and handle per HCO PL 23   _____
     Aug 79, Issue I, DEBUG TECH.)

H3. HUGE PRODUCTION BUG?
     (Find out what and use full Debug Tech to   _____
     handle.)

H4. TIME?
     (Find out if there's just NOT ENOUGH time   _____
     to do what he has to do or if he's wasting
     time by not being organized or is being
     Dev-Ted and handle.)

H5. LACK OF PROXIMITY TO THE SCENE?
     (Have him get on the correct comm lines   _____
     and get in ARC with the scene. Handle
     ruds if necessary.)

H6. NO COMM LINES?
     (Determine whether this is from W/Hs or   _____
     MUs and handle accordingly.)

H7. INABILITY TO COMMUNICATE?
     (Pull his W/Hs. Make him do Reach and   _____
     Withdraw on the people and objects of his
     area. Program him for the M8 and M9
     program course.)

H8. ABSENCE OF ALTITUDE?
     (Have him read HCO PL 4 Oct 68, ETHICS   _____
     PRESENCE and Exec Series 1 and 2 and have
     him demo how he can use them.)

H9. BAD HEALTH?
     (Send him to the MO on an MO routing form   _____
     and get it handled. Get any needed PTS
     handling done.)

H10. LUCK?
     (2WC his considerations on it and bring   _____
     his cause level up by getting him to look
     at what he can do about it.)

Section I:

I1. MISUNDERSTOODS IN THE PRODUCTION AREA?   _____
     (Routine word clearing per the Word
     Clearing Series.)

I2. MISUNDERSTOODS ON WHAT IS SUPPOSED TO BE
     DONE?
     (Routine word clearing per the Word   _____
     Clearing Series.)

I3. CONFUSIONS IN THE AREA?
     (Routine word clearing per the Word   _____
     Clearing Series.)

Section J:

J1. CRASHING MISUNDERSTOOD?   _____
     (Crashing MU finding per HCOB 17 June
     79, CRASHING MIS-US: THE KEY TO COMPLETED
     CYCLES OF ACTION AND PRODUCTS.)

J2. TROUBLE COMPLETING CYCLES OF ACTION IN
     THE PRODUCTION AREA?   _____
     (Crashing MU finding per HCOB 17 June
     79, CRASHING MIS-Us: THE KEY TO COMPLETED
     CYCLES OF ACTION AND PRODUCTS.)

Section K:

K1. NO IDEA AT ALL THAT PRODUCTS SHOULD BE
     GOTTEN OUT?   _____
     (Simply two-way comm of why the guy is
     there. It might come as a startling
     realization that he is supposed to get
     out any products. This can be backed up
     by Exchange by Dynamics -- HCO PL 4 Apr
     72, Esto Series 14, ETHICS and Short Form
     Product Clearing per HCO PL 13 Mar 72, Esto
     Series 5, PRODUCTION AND ESTABLISHMENT
     ORDERS AND PRODUCTS or HCO PL 23 Mar 72,
     Esto Series 11, FULL PRODUCT CLEARING LONG
     FORM.)

K2. PRETENDING TO KNOW THAT PRODUCTS SHOULD
     BE GOTTEN OUT BUT DON'T?   _____
     (Simply two-way comm of why the guy is
     there. It might come as a startling
     realization that he is supposed to get
     out any products. This can be backed up
     by Exchange by Dynamics -- HCO PL 4 Apr 72,
     Esto Series 14, ETHICS and Short Form
     Product Clearing per HCO PL 13 Mar 72, Esto
     Series 5, PRODUCTION AND ESTABLISHMENT ORDERS
     AND PRODUCTS or HCO PL 23 Mar 72, Esto Series
     11, FULL PRODUCT CLEARING LONG FORM.)

K3. WON'T COMPLETE A CYCLE OF ACTION?   _____
     (Get the person's case looked into by a
     competent C/S and an Ethics Officer for
     background. If you are dealing with a
     suppressive or insane person, handle per
     Ethics policies. If it is PTSness, get
     the person de-PTSed.)

Section L:

L1. WRONG STAT?   _____
     (Get the right stat figured out so that it
     agrees with what he is supposed to produce
     and actually measures his actual production.)

L2. DOES THE STAT HAVE NOTHING TO DO WITH
     WHAT IS SUPPOSED TO BE BEING PRODUCED?   _____
     (Get the right stat figured out so that it
     agrees with what he is supposed to produce
     and actually measures his actual production.)

Section M:

M1. WRONG VFP?
     (Use HCO PL 24 July 78, SUB-PRODUCTS and   _____
     Exchange by Dynamics and Full Product
     Clearing Long Form on the correct and
     actual VFP -- as well as any other products
     the person or area might have.)

M2. WRONG PRODUCT?
     (Use HCO PL 24 July 78, SUB-PRODUCTS and   _____
     Exchange by Dynamics and Full Product
     Clearing Long Form on the correct and
     actual VFP -- as well as any other products
     the person or area might have.)

M3. NO IDEA OF THE PRODUCT?
     (Get a complete and accurate statement of   _____
     the correct product and Product Clear him
     on it. See also HCO PL 7 Aug 76, Issue I,
     Esto Series 31, PRODUCT/ORG OFFICER SYSTEM,
     NAME YOUR PRODUCT.)

M4. UNSURE OF WHAT THE PRODUCT IS?
     (Get a complete and accurate statement of   _____
     the correct product and Product Clear him
     on it. See also HCO PL 7 Aug 76, Issue I,
     Esto Series 31, PRODUCT/ORG OFFICER SYSTEM,
     NAME YOUR PRODUCT.)

M5. THINKING IT'S THE AWARD RATHER THAN THE
     PRODUCT?
     (Use HCO PL 24 July 78, SUB-PRODUCTS and   _____
     Exchange by Dynamics and Full Product
     Clearing Long Form on the correct and actual
     VFP -- as well as any other products the
     person or area might have.)

M6. DOES THE PRODUCT HAVE NO EXCHANGE VALUE?
     (Use HCO PL 24 July 78, SUB-PRODUCTS and   _____
     Exchange by Dynamics and Full Product
     Clearing Long Form on the correct actual
     VFP -- as well as any other products the
     person or area might have, and per HCO PL
     23 Aug 79, Issue I, DEBUG TECH, Section M.)

M7. OVERT PRODUCTS?
     (Handle any W/Hs connected with this. Then   _____
     handle per HCO PL DEBUG TECH, Section M.)

M8. IS THE PRODUCT A PRODUCT THAT NOBODY WANTS?   _____
     (Handle any W/Hs connected with this. Then
     handle per HCO PL DEBUG TECH, Section M.)

M9. NO MARKETING OR ADVERTISING OF THE PRODUCT?   _____
     (Handle any W/Hs connected with this. Then
     handle per HCO PL DEBUG TECH, Section M.)

Section N:

N1. NEVER FIGURED OUT WHAT WOULD HAVE TO BE
     DONE TO GET A PRODUCT?
     (Handle per HCO PL DEBUG TECH, Section N.)   _____

Section O:

O1. OUT-ETHICS?
     (Determine the situation and handle with
     O/W write-ups or auditing and ethics
     conditions or correction of past ethics
     conditions and the ethics policies that
     apply.)   _____

O2. ACTIVE COUNTER-INTENTION?
     (Pull the O/Ws and then locate the MUs.   _____
     Then watch him and remove him if he remains
     CI.)

O3. ACTIVE COUNTER-INTENTION ON THE PART OF
     OTHERS?
     (Find out who. Handle any agreement he   _____
     has with their CI as a W/H. Get the
     person or persons who have CI handled on
     their O/Ws and get their MUs found. Remove
     if the person or persons remain CI.)

O4. OTHER-INTENTIONEDNESS?
     (Pull the O/Ws and then locate the MUs.   _____
     Then watch him and remove him if he
     remains other-intentioned.)

O5. OTHER-INTENTIONEDNESS ON THE PART OF OTHERS? _____
     (Find out who. Handle any agreement he has
     with their other-intention as a W/H. Get
     the person or persons who have other-inten-
     tion handled on their O/Ws and get their MUs
     found. Remove if the person or persons
     remain other-intentioned.)

Section P:

P1. CREATING PROBLEMS AND DEMANDING SOLUTIONS
     TO THEM?
     (Give the person PTS handling as per Ethics   _____
     policies. If and when available get the
     personnel de-PTSed with Clay Table De-PTSing,
     as covered in HCOB 28 Aug 79, CLAY TABLE
     DE-PTSING - THEORY AND ADMINISTRATION.)

P2. LOTS OF UNSOLVABLE PROBLEMS IN THE AREA?   _____
     (Give the person PTS handling as per Ethics
     policies. If and when available get the
     personnel de-PTSed with Clay Table De-PTSing,
     as covered in HCOB 28 Aug 79, CLAY TABLE
     DE-PTSING - THEORY AND ADMINISTRATION.)

P3. CONNECTED TO SOMEONE OR SOMETHING
     ANTAGONISTIC?
     (Give the person PTS handling as per Ethics   _____
     policies. If and when available get the
     personnel de-PTSed with Clay Table De-PTSing
     as covered in HCOB 28 Aug 79, CLAY TABLE
     DE-PTSING - THEORY AND ADMINSITRATION.)

P4. PTS?   _____
     (Give the person PTS handling as per Ethics
     policies. If and when available get the
     personnel de-PTSed with Clay Table De-PTSing,
     as covered in HCOB 28 Aug 79, CLAY TABLE
     DE-PTSING - THEORY AND ADMINISTRATION.)

P5. ACCIDENTS?   _____
     (Give the person PTS handling as per Ethics
     policies. If and when available get the
     personnel de-PTSed with Clay Table De-PTSing,
     as covered in HCOB 28 Aug 79, CLAY TABLE
     DE-PTSING - THEORY AND ADMINISTRATION.)

     Section Q:

Q1. ORGANIZING ONLY?   _____
     (Handle his MUs in the area including any
     Crashing MUs.)

Q2. TOTAL ORGANIZATION?   _____
     (Handle his MUs in the area including any
     Crashing MUs.)

     Section R:

R1. ORGANIZATION INADEQUATE TO GET THE PRODUCT?   _____
     (Handle per Section R of HCO PL 23 Aug 79,
     DEBUG TECH.)

R2. LACK OF ORGANIZATION?   _____
     (Handle per Section R of HCO PL 23 Aug 79,
     DEBUG TECH.)

R3. NO ORGANIZING?   _____
     (Clear the misunderstoods, including
     Crashing MUs, in the production area,
     particularly on the purpose of the
     production and why one is producing.)

R4. LACK OF A SENSE OF ORGANIZATION?   _____
     (De-PTSing as covered in Section P. Then
     handle any overts and withholds and then
     clear the MUs in the area, including
     Crashing MUs.)

R5. NO GRASP OF THE CONCEPT OF ORGANIZATION?   _____
     (De-PTSing as covered in Section P. Then
     handle any overts and withholds and then
     clear the MUs in the area, including
     Crashing MUs.)

                                   L. RON HUBBARD
                                   FOUNDER