

HUBBARD COMMUNICATIONS OFFICE  
Saint Hill Manor, East Grinstead, Sussex

HCO POLICY LETTER OF 29 AUGUST 1979R

Remimeo  
Dist Secs  
Div VI Hats  
Chaplain Hats

ISSUE I  
REVISED 14 MARCH 1980

(Revisions in Script)

(Revised to change the number of the  
Department of the Chaplain from 17A  
to 17C in alignment with HCO PL 19  
Jan 80 VII CLASS IV ORGS PUBLIC  
DIVISION ORG BOARDS.)

ORG BOARD FOR THE DEPARTMENT OF THE CHAPLAIN

This Org Board starts a new era for the Distribution  
Division as it begins to reach out and take further respons-  
ibility for the Field.

The Department of the Chaplain is to be established in  
all Class IV orgs regardless of size. It is to be established  
at once. This Org Board manned and functioning and using its  
Technology is of enormous value to every org and its public.

DEPARTMENT 17C

DEPARTMENT OF THE CHAPLAIN

CHAPLAIN

CHAPLAIN COURT SECTION

Chaplain's Court Officer  
Chaplain's Court Arbiter  
Chaplain's Court Clerk  
Chaplain's Court Files Clerk

CHURCH SERVICES SECTION

Church Services Section Officer

CHURCH SUNDAY SERVICES UNIT

Sunday Services I/C  
Sunday Services Promotion Clerk  
Chaplain's Sunday Services Assistant

CHURCH CEREMONIES UNIT

Ceremonies (Marriage, Funeral,  
Christening) I/C  
Ceremonies Records and Files  
Clerk

MINISTERIAL SERVICES SECTION

Ministerial Services Officer

PERSONAL COUNSELLING UNIT

Personal Counsellor

MARRIAGE COUNSELLING UNIT

Marriage Counsellor

ORG MORALE UNIT

Org Morale In Charge

RUDS (ARCX) PROGRAM SECTION

Ruds Officer

RUDS RECEPTION UNIT

Ruds Receptionist

RUDS (ARCX) SURVEY & RESEARCH UNIT

Ruds Survey and Research Clerk

RUDS (ARCX) AUDITING UNIT

Ruds Repair Lead Auditor  
Ruds Repair Auditors

RUDS (ARCX) REGISTRATION UNIT

Ruds Registrar

VFP: SALVAGED SCIENTOLOGISTS AND PUBLIC WHO ARE RETURNED TO THE SERVICE LINES OF THE ORG OR THE BRIDGE.

CHAPLAIN'S DEPARTMENT VFPs, PRODUCTS AND STATISTICS

VFP: Dept of the Chaplain and the Chaplain.  
SALVAGED SCIENTOLOGISTS AND PUBLIC WHO ARE RETURNED TO THE SERVICE LINES OF THE ORG OR THE BRIDGE.

STAT: Number of Salvaged Scientologists and Public who are now on the Org Board or on the Bridge. (This would include FSMs who have been salvaged and now active for the Org.)

CHAPLAIN'S COURT SECTION

VFP: Chaplain's Court Section and Chaplain's Court Officer and Arbiter.  
HANDLED DISPUTANTS WHO ARE NOW PRODUCTIVE IN SCIENTOLOGY.

STAT: Number of handled disputants who are now productive in Scientology. (This would include staff, FSMs, Scientologists in the Org or higher Org or on the Bridge, public who become Scientologists as a result of excellent Chaplain's Courts.)

CHAPLAIN'S COURT CLERK

VFP: ACCURATE RECORDS OF CHAPLAIN'S COURT PROCEEDINGS WHICH ARE ISSUED AND COMPLETED.

STAT: Completed Programs from Chaplain's Court Orders.

CHAPLAIN'S COURT FILES CLERK

VFP: COMPLETE, ACCESSIBLE, CHAPLAIN'S COURT FILES AVAILABLE FOR USE.

STAT: Number of complete, accessible, Chaplain's Court Files available for use.

CHURCH SERVICES SECTION

VFP: Church Services Section and Church Services Section Officer.  
CHURCH SERVICES AND CEREMONIES WHICH ENHANCE CHURCH IMAGE AND GENERATE MORE INTEREST IN SCIENTOLOGY.

STAT: Number of attendees at Church Services and Ceremonies.

SUNDAY SERVICES I/C

VFP: WELL PROMOTED, ORGANIZED AND ATTENDED SUNDAY SERVICES.

STAT: Number of Sunday Service attendees who are VGIs about the Sunday Service.

SUNDAY SERVICES PROMOTION CLERK

VFP: SURVEYED SUNDAY SERVICE PROMOTION WHICH INCREASES ATTENDANCE.

STAT: Number of promotion pieces, posters and advertisements distributed or placed.

CHAPLAIN'S SUNDAY SERVICE ASSISTANT

VFP: A WELL PRESENTED CHAPEL THAT ENHANCES CHURCH IMAGE.

STAT: Number of checklist items in, for a well-appointed and spotless Chapel.

CHURCH CEREMONIES UNIT

CEREMONIES I/C

VFP: CHURCH CEREMONIES WHICH ENHANCE CHURCH IMAGE AND GENERATE MORE INTEREST IN SCIENTOLOGY.

STAT: Number of attendees at Church Ceremonies.

CEREMONIES RECORDS AND FILES CLERK

VFP: ACCURATE RECORDS AND FILES FOR CHURCH CEREMONIES WHICH ENHANCE CHURCH IMAGE WITH PUBLIC AND GOVERNMENTS.

STAT: Number of accurate, presentable records, filed and/or delivered on time to correct terminals.

MINISTERIAL SERVICES SECTION

VFP: Ministerial Services Section and Officer. PUBLIC AND STAFF HANDLED WITH SCIENTOLOGY AND HAPPILY BACK ON THE ORG BOARD OR ON THE BRIDGE.

STAT: Number of persons handled and now back on the Org Board producing or back on the Bridge.

MARRIAGE COUNSELLOR

VFP: MARRIAGE PARTNERS NOW IN ARC AND CONTINUING IN SCIENTOLOGY.

STAT: Number of marriage partners now in ARC and continuing in Scientology.

PERSONAL COUNSELLOR

VFP: PUBLIC SALVAGED WITH SCIENTOLOGY COUNSELLING AND NOW ON THE BRIDGE.

STAT: Number of public salvaged with Personal Counselling and now on the Bridge.

ORG MORALE I/C

VFP: SALVAGED STAFF WHO ARE HAPPILY BACK ON THE ORG BOARD AND PRODUCING.

STAT: Number of staff salvaged, happily back on the Org Board and producing.

RUDS (ARCX) PROGRAM SECTION

VFP: Ruds Program Section and Ruds Officer.  
FORMERLY OUT-RUDS PUBLIC NOW IN-RUDS AND BACK ON THE BRIDGE.

STAT: Number of Out-Ruds public now In-Ruds and back on the Bridge.

RUDS RECEPTIONIST

VFP: RUDS SECTION PUBLIC AND COMM PARTICLES HANDLED WITH HIGH ARC AND ROUTED TO CORRECT TERMINALS.

STAT: Number of people and particles correctly handled and routed.

RUDS SURVEY & RESEARCH CLERK

VFP: OUT-RUDS PUBLIC LOCATED AND HANDED TO RUDS AUDITING UNIT WITH ALL INFORMATION NEEDED TO CONTACT AND HANDLE.

STAT: Number of Out-Ruds public located, with full information needed to contact and handle, which are handed to Ruds Auditing Unit.

RUDS REPAIR AUDITOR

VFP: OUT-RUDS PUBLIC AUDITED TO VGIs WHO THEN SIGN UP WITH THE REG AND GET BACK ON THE BRIDGE.

STAT: Number of Out-Ruds public audited to VGIs who then sign up with the Reg and get back on the Bridge.

RUDS REGISTRAR

VFP: PUBLIC SIGNED UP FOR SERVICE AFTER RUDS REPAIR WHO ARE NOW BACK ON THE BRIDGE OR ON THE ORG BOARD AS FSMs.

STAT: Number of Paid Starts from the Ruds Program Section.

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This new Department fills a great need in Orgs and Field and coordinates activities that are vital to the continued expansion of Dianetics and Scientology.

L. RON HUBBARD  
FOUNDER

Assisted by CSC

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