

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex

HCO POLICY LETTER OF 8 JANUARY 1980

Remimeo

CHRISTMAS BONUSES FOR STAFF

Christmas bonuses for all staffs in the world was instituted by me nearly 20 years ago. At my request, the Board of Directors have reinstated this and authorized the issuance of a policy to make it a continuing action.

The bonuses are made up of a percentage of the org's average Gross Incomes for the month of December and are paid to the staff the Friday before Christmas. To calculate this bonus the GIs for December are averaged after the last weekending before Christmas and a percentage of this average GI is taken for the bonus sum. This amount is then divided evenly among all staff with the Exec Secs and above receiving 20% higher bonuses than the rest of the staff.

The funds to cover this bonus come off the top of the Corrected Gross Income and the finance authorities in the org should plan ahead and set aside monies throughout December so the full amount does not have to come out of one week's income.

The exact percentage to be used in the calculation of this bonus will be issued for all orgs in November of each year by CS-3 and approved by the GI Executive Int.

The moment the percentage is approved, it is the responsibility of the LC, or the ED where there is no LC, to inform all staff concerning the percent and the bonus and persuade them to push up the December GI so their Christmas bonus will be good.

With this Christmas bonus system staff members are now given the opportunity to really boost their production and earn high Christmas bonuses each year while booming their orgs.

L. RON HUBBARD
FOUNDER

As approved by

THE BOARD OF DIRECTORS
of the
FOUNDING CHURCHES OF SCIENTOLOGY

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