

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex

HCO POLICY LETTER OF 21 SEPTEMBER 1980
ISSUE II

Remimeo

(Originally LRH OODs Item
of 29 Oct 1970)

Personnel Series 31

Org Series 44

REF: HCO PL 28 Oct 70 ORGANIZING AND HATS

AN ORG BOARD

An org board is a list of hats with seniorities. The hats are in flow sequence.

A hat is a duty. It outlines the actions necessary to accomplish a production and receive what's needed, change and route it.

In theory the I/C holds all functions. When he doesn't fully outline them they can't be hatted. If they're not hatted he wears them as an unknown fog. Simple as that.

What defines a hat is a product.

If you count up the expected products you get the minimum number of hats. The steps to get the product is the hat. Products are also composed of lesser products, so hats can be enlarged. It's what you designate as a product that makes a hat. It's the importance of that product to others on the line that makes the hat's importance.

The completeness and size of the product make the seniority of the hat.

The overall product of a division determines the hat of the divisional officer. The lesser products that when combined make the overall product determine the rest of the division hats.

Until you can define in one go the overall product of a division you aren't likely to be able to post any real part of its org board. For the product of hats of that Div add up to the Div Product.

When you see an unposted or unreal org board the head of the Div is not producing a product with that Div, no matter how busy it all looks or how exhausting.

L. RON HUBBARD
FOUNDER

Compiled and issued by
Sherry Anderson
Compilations Missionaire

This is Reproduced and issued to you by
The Publications Organization, U. S.

BDCS:LRH:SA:dr
Copyright © 1970, 1980
by L. Ron Hubbard
ALL RIGHTS RESERVED

Approved and accepted by the
BOARDS OF DIRECTORS
of the
CHURCHES OF SCIENTOLOGY