

HUBBARD COMMUNICATIONS OFFICE
Saint Hill Manor, East Grinstead, Sussex

HCO BULLETIN OF 27 JULY, 1971

Remimeo

ISSUE I

All staff

Tech & Qual

Students

Auditors

Supervisors

Supervisor Course

Cramming Off.

D of P, C/S

Word Clearer

Word Clearing Series 12R

(Replaces HCOB 2 July 71

Issue II)

(A sentence to No.3 and a Para to No.6 have
been added below in correction of original
issue)

IMPORTANT

ALLOW NO BUGS ON
WORD CLEARING PROCEDURE

Word Clearing technology is a vital tech and must not
become the effect of stops or slows of any kind.

The requirement is that staff and students do get Word
Cleared and that the technology is always in use on courses
and that there is always - from this point onwards - someone
in the Org who is qualified to do full session Word Clearing.
AND THAT IT DOES GET DONE.

It is up to the D of T and the Tech and Qual Secs to see
that it does get done.

YOUR supreme test is to see that it does get done in
spite of all the reasonableness as to why it can't or why it's
not being done.

Word Clearing is not a fad technology that goes out of
fashion - it is vital to all successful study. Word Clearing
is as vital to study as TRs are to auditing.

If you can't get Word Clearing done in your Org you
should telex your nearest Continental Liaison Office and
complain of the fact. If it is not remedied then, telex Flag
and report the matter.

Here are some specific points to prevent bugs:

- 1) The Word Clearer does not have to rely on the Div 4
C/S as there is a standard C/S on HCOB 30 July 71
"Standard C/S for Word Clearing".
- 2) The Word Clearer does not necessarily need the pc
folder to do Session Word Clearing. He must however
get the pc to Examiner after the Word Clearing is
complete, and must get the session reports to HGC
Admin so they can be put in the pc folder and sent
to the C/S to ensure it ended OK.

3) The C/S may occasionally have to C/S a correction of Word Clearing if the Word Clearer has failed to find the Word and take it back E/S to F/N VGIs. However it is such a simple activity and as the Word Clearer is doing this constantly as a specialist action very few flubs occur. HCOB 21 July 71 "Word Clearing Correction List" is used to handle correction in the HGC.

4) The Word Clearer may very, very occasionally find a case that has been goofed up so badly that he can't fly a rud to start.

These very occasional ones should be made known to the C/S so they can be straightened out immediately and returned to the Word Clearer.

5) The course room methods of Word Clearing both on and off the meter (methods 2 and 3) can be done by any person qualified - on any student. (The Word Clearer does not have to be OT III to do it on OT IIIs.) As it entails only looking up and clarifying the word and using it in sentences. There is no itsa involved.

Of course if the materials the word is on are confidential and if the word is of a confidential nature then the Word Clearer would have to be qualified by case grade additionally.

6) The Word Clearer does not need the C/S's OK to do Word Clearing. He can simply check that the person has had enough food and rest, etc and then take him into session and begin.

However the auditor must obnose carefully from the beginning and the first glimpse of a high TA or BIs prevents the Word Clearer from beginning a session. He must get a full C/S done and the pc given a review in the HGC first. When the trouble is handled the pc is returned for Word Clearing.

7) The Word Clearer knows his material cold, keeps himself fully familiar with all tech on the action, doesn't fail to clay-demo any new HCOB on it, and does it all by the book.

8) The C/S orders Cramming on any goofs.

Training and Services Aide
for

L. RON HUBBARD
COMMODORE