

BOARD POLICY LETTER  
14 MARCH 1971RA  
REVISED S REISSUED 7 JULY 1975 AS BPL  
Remimeo RE-REVISED 9 OCTOBER 1977

All	CANCELS
Students	BPL OF 14 MARCH 1971R
All Staff	SAME TITLE
Supervisor (Revisions in Italics)	
Hats	
Cramming Hats	
STO Hats	
Hatting Hats	

**ON GIVING CHECKOUTS**

Before any person may give another a starrate checkout on a policy, bulletin or tape or any materials, he must himself have *studied* the material. This will make it possible to consult the understanding and ability to apply the material of the person being checked out.

It is optimum if the person giving the checkout has been starrated on the materials.

This in no way alters High Crime policy, OK to Audit Chits, OK to Supervise Chits or any rules of study or training. Supervisors and Auditors still get checked out in Qual. In this case for instance, it would be usual for the Qual Sec to start the chain off by reading the material of the new policy or HCOB and starrating the Cramming Officer and Auditors. Hatting Officers and Staff Training Officers are expected to have *studied* the material before they can starrate others. The unvarying rule is: THE MINIMUM REQUIREMENT FOR GIVING A STARRATE CHECKOUT IS HAVING *STUDIED* THE MATERIAL ON WHICH ONE IS CHECKING OUT ANOTHER.

This policy should make checkouts faster and more effective.

Training S Services Aide and  
Flag Dir of Training  
for  
L. RON HUBBARD  
FOUNDER  
Revised by  
Sally Miscavige  
Tech Compilations Unit  
Approved by the  
Commodore's Staff Aides  
and  
Board of Issues  
Authorized by AVIJ  
for the  
BDCS:

LRH:BOI :CSA; SMJH:MG:dr BOARDS OF DIRECTORS  
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