

MASTER  
INDEX

of

TECHNICAL  
BULLETINS

from

1950 to 1972

# INDEXED SUMMARY OF TECHNICAL BULLETINS FROM 1950 TO 1972

(includes a small summary of  
the contents of each issue)

This is a chronological index, compiled by order of L. Ron Hubbard, of the Technical Bulletins of Dianetics and Scientology from 1950 to present time.

As many Technical Bulletins as have been readily available have been assembled into this Index, for the use of all Scientology Executives and staff members.

THESE INDEXES ARE OF FANTASTIC IMPORTANCE TO C/Ses, AUDITORS AND COURSE SUPERVISORS. Every technical staff member must own and buy one.

Technical Bulletins or HCO Bulletins have been defined by L. Ron Hubbard in the two following HCO Policy Letters:

## HCO PL September 24, 1970 Issues - Types Of

*HCOBs - Hubbard Communications Office Bulletins. These are the technical issue line. They are valid from first issue unless specifically cancelled. All data for auditing and courses is contained in HCO Bs. An org needs a master file of them (and their stencil file) from which to prepare course packs. These outline the product of the org. They are distributed as indicated, usually to technical staff. They are red ink on white paper, consecutive by date.*

## HCO PL April 11, 1970 Third Dynamic Tech

*The material contained in HCO BULLETINS applies to the FIRST DYNAMIC -- self, the individual.*

*In applying HCO Bs as in auditing a preclear, you see that following a certain procedure results in the remedy of a certain personal situation.*

*HCO B auditing tech increases the survival of the individual as an individual.*

These are not the only Technical Bulletins in which tech has been defined, but the definitions stated give the aspect of the concept of Tech.

The purpose of this Index is to assist the Scientology Executive and Staff Member in his search for that technical bulletin about - ~ - for which he may not have the title or date, but does have some idea of what year it might have been written. It is not intended as a substitute for the original but is to be used as an aid to the location of the specific technical bulletin, when needed for reference, use, application and hatting.

Up until about 1961 some tech was contained in issues other than those labelled HCO Bs, until this was standardized by HCO PL Feb 4 1961, "Types of Issues". Thus, until this date you will find issues other than HCO Bs included in this Index.

The Index includes references to issues which were later modified, updated, amended and in some cases cancelled. These entries are marked as such on the issues concerned -- on both the modified

and the modifying issues. This has been done in order to show the overall evolution of the tech of Dianetics and Scientology.

In the most part the summaries are in themselves selfexplanatory. The entries are as short as was in practice possible. It is re-iterated they are not intended as a substitute for LRH's original technical bulletins, but as a guide to their location in the body of data.

THE EDITOR

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
c 1956 Bulletin	GAMES AND NO GAMES CONDITIONS	-	Theory of games, the basic game of a thetan. Practice - always process towards a games condition. All games are aberrative and con tinuing. List of games conditions and no games conditions. The native state of a thetan. A list of the best processes. Vacuums, the definition. Restimulation. Steps in separating valences. Types of valences. Academy procedure. Havingness and havingness processes and their relation to the Tone Scale. Scientology Process Chart and the Know to Sex Scale.
-	THE GOAL OF AUDITORS. STILLNESS PROCESSING	-	Commands for Stillness Processing. Objective. Permissible questions. Next process. Objects come solid and real to the preclear when he succeeds in commanding the object to be still.
c 1956 HCO B	CCH PROCESS PURPOSES	-	List of the purposes for each CCH. Withhold and ARC Straightwire purposes also listed.
c 1957/1958 HCO B	B.SCN TRAINING PROCEDURE	-	How to checkout Clears. How to clear a command. CCHs. Goals. PTPs, S-C-S, Connectedness, Help. General Help Bracket. The Rock Bracket.
c 1954/1955 Bulletin	TECHNIQUES, DIANETICS	All HASI Instructors Horner & Richards London  Al Kozak, Camden L. Ron Hubbard Jr. Phoenix and all D.Scns, and no others	Re-acquisition of the Hubbard Dianetic Foundation. Solution to Dianetics as a science contained in Fighting process -- brackets listed.
c 1956	SYLLABUS FOR THE INDOCTRINATION COURSE	-	Requisite to the HPA Course. Twelve types of material covered. How to use the material. The length of time it should take. When to check auditing attitude. Acknowledgments. Command agreement, duplication of command. Comm bridge. Handling the pc's comm. Student reports and their headings. Tape lectures to be played.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
<b>1 9 5 4</b>			
May 3, 1954	VIEWPOINT STRAIGHT WIRE	-	As per title. How to use the processes. The goal of the process. 23 pairs of viewpoint processes. Observe Auditors Code, Two Way Communication, comm lag and absence of comm lag. When to change to S . O . P .
<b>1 9 5 6</b>			
June 26, 1956 LRH Research Release to HGC	CURRENT PROCESSES	-	How to report on the process and why. 16 processes. What not to do.
July 14, 1956	GAMES	Center Staff	Rule -- never process a no-game condition. No game and game conditions. Valences and what to run on them. Profiles are valences, pictures.
July 22, 1956 Technical Bulletin	CONFIDENTIAL	Staff Auditors Instructors Auditors close to Operation only	As title indicates,
Aug 13, 1956 -	SCIENTOLOGY PROCESS CHART	To HGC Washington DC and London	The use of the list, where to start. Its relationship to games conditions. Know to Mystery Scale Processes. The processes are run upwards as a gradient scale of difficultness.
Aug 20, 1956 HCO B  <i>Added to by HCO Addendum Aug 20, 1956</i>	HGC PROCEDURE OF AUG 20	-	Optimum scale of processes for HGC, should be used by staff on outside pcs and taught in classes. Nine processes. Havingness optional. Details on how to run the processes.
Aug 21, 1956	SUMMARY OF INTENSIVES SINCE JUNE	Staff Auditors London and Washington	What causes profile and I.Q. gains. Processes which reduce havingness listed. Persons listed thanked for test work.
Aug 25, 1956 HCO B  <i>Addendum to HCO B Aug 20, 1956</i>	"BY CREATIVE PROCESSING PC CAN BE REQUIRED TO MOCK UP "	To HGC Washington and London	New paragraph to be added to bottom of page 1 HCO B Aug 20, 1956.

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Aug 31-Sept 3, 1956 Briefing Bulletin	GAMES CONGRESS, SHOREHAM HOTEL	Staff and Seminar Leaders	Theory - Games Condition. Practice, always process towards games condition. List of games conditions and no games conditions. Knowing and unknowing. No games condition is native state. Best processes, vacuums. Restimulation. The steps in the separation of valences. Valences.
Sept 12, 1956 HCO Technical Bulletin	THE SUMMARY OF A BULLETIN FROM THE ACADEMY IN WASHINGTON DC CONCERNING TRAINING	Executives in Washington and London	How training is to be classified. Seven courses, their names and contents and purposes. Training plan and its intended use and operation.
Sept 20, 1956 HCO Processing Sheet	"THE FOLLOWING ARE USEFUL AND ADVANTAGEOUS PROCESSES."	-	Comments on motionlessness, self determinism and games processing. Havingness, solids, observation of objects. Alternate commands, stopped processes, connectedness, Stop-C-S- Keynote of all processing. Further data.
Oct 4, 1956	HIGH SCHOOL INDOCTRINATION	-	High School Indoc is an extremely precise activity. Who it is given to. Its purpose, how to do it, length of time. Who runs it on a staff auditor.
Oct 15, 1956	SUMMARY RESEARCH PROJECT	-	Series of questions sent by LRH to auditors that he needed the answers to.
3 Oct 26, 1956 HCO B	HPA/HCA TRAINING PROCESSES	-	Processes recommended for education of an HPA/HCA. The importance of these basics over the "latest techniques". Confront a pc, ARC Straightwire, subjective havingness, 8-C, A, B & C, Op Pro by Dup old style. Over and under the bank. Keeping Things From Going Away, Terrible Trio. How training is to be completed. The first six are most important. Power of choice. How to instruct.
Nov 30, 1956	SLP 8	-	Twenty four steps of SLP 8 listed and the processes. How to use.
Dec 3, 1956 HCO B	B.SCN - HAA TECHNIQUES	Training, London - Washington	Procedure emphasis on communication and control. Commands to be used in relation to Havingness Scale. Havingness scale listed. How to use.

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<b>1 9 5 7</b>			
Jan 2, 1957	HGC PROCESSES, VALID, STABLE -- AS GIVEN BY LRH	-	Six HGC processes listed. Variation on a process.
Feb 6, 1957 HCO Training Bulletin	"THE FOLLOWING PROCEDURE IS NOT FOR GENERAL RELEASE ...	- "	Not for general release to the field, just for staff. Why. CCHs, long and short forms. Group 1, 2, 3, 4, 5, and 6 processes and their use.
Mar 8, 1957 HCO B	GOAL OF INDOCTRINATION COURSE	Director of Training Indoc Instructor Asst. Indoc Instructor HCO - London	Four points. To give new student reality on Scn, Comm Formula, positions of auditing. Comm Formula used in the positions of auditing. Theory and code.
Apr 8, 1957 HCO B	GROUP AUDITING	-	Use of Group Auditing. The areas it controls. 8 model processes in order. How to use and how to handle the group. The use of the Assistance Group Auditor.
Apr 10, 1957 HCO B	"THE HPA/HCA FULL COURSE MUST TEACH ENTIRELY ...	To: Director of Training " "	What is to be taught on the HPA/HCA -- Communication, Control, Havingness. Five levels of Indoctrination. Procedure CCH
May 3, 1957 HCO B	TRAINING -- WHAT IT IS TODAY. HOW WE TELL PEOPLE ABOUT IT	To all Staff	Chart of training for the Comm Course. Stable datum of all training. HPA/HCA eight requisites. Purposes re the students. Change of emphasis on training.
May 17, 1957 HCO Training Bulletin	DEFINITIONS	Director of Training Director of Processing Comm Course Instructor Weekend HPA Instructor Weekend Comm Course Instructor Assoc Sec HCO Bd of Review Registrar PE Foundation Instructor Advanced PE Instructor Bulletin Board	Definition of Consultant, Instructor, Coach.

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May 20, 1957 HCO Training Bulletin	INTERIM PROCESS  Dir Processing	London - for info File HCO commended: Objective Show Me. How Registrar Dir of Training PE Instructor Day Comm Course Instructor Auditors	Applies to outside preclears. While auditors are learning to handle CCH this learning process is re commended: Objective Show Me. How the process is run.
May 24, 1957 HCO B	STABLE DATA FOR INSTRUCTORS	-	Seven stable data listed. If a student cannot be trusted upon graduation with an HGC pc, he should not be graduated or certified.
June 1, 1957 HCO Information Bulletin	RIGHTS OF THE DIRECTORS OF TRAINING AND PROCESSING, STAFF AUDITORS AND INSTRUCTORS REGARDING PRECLEAR AND STUDENTS	-	As per title. The details given under headings given in title.
June 3, 1957 HCO B	EXPLANATION OF ABERRATIVE CHARACTER OF RADIATION	-	As cosmic rays, gamma, x-rays etc. apparently move through solids with out encountering resistance, they then invalidate solids. This has been used to discount creativeness or to discount solids. What happens when a body is over x-rayed. What radiation ills stem from. What remedies. Procedure CCH is run with Problems of Incomparable or Comparable Magnitude to Radiation resolves radiation.
June 3, 1957 HCO B	"AUDITING A 10 YEAR OLD CHILD"	-	Herbie Parkhouse report to LRH as per title.
June 8, 1957 HCO B	THE TEACHING OF THE 18TH A.C.C.	-	How the course will be set up. The Three units. Duties of staff assigned. How the students rotate. Lectures by LRH. Org Sec DC responsibility.
June 10, 1957 HGC Processing Bulletin	"WHAT TO TELL NEW HGC AUDITOR TO PROCESS ON PRECLEAR ..."	London and Washington	What not to do with new HGC auditors, what to do. How to train up the new staff auditor. Stable Datum re the processes an auditor can do and use.

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June 11, 1957 HCO Training Bulletin	TRAINING AND CCH PROCESSES	Not for general release	Training Drills 1-13. CCH's 0-15. GPs 1-15.
<i>Reissued May 12, 1972 Excerpted in HCO B June 25 1970 issue III</i>			
June 13, 1957 HCO B	STUDENT INTENSI-JES AND CO- AUDITING PROCESSES	-	Temporary Directive subject to change when further advised by Directors of Training who ex- perience it in use. What gradu- ating students should run. What students will run on a co-auditing
July 1, 1957 HCO B	ADDITION TO THE AUDITOR'S CODE	Washington London	Auditor's Code No. 17.
July 15, 1957 HCO Training Bulletin	"OUR FIRST LESSON IN TRAINING ..."	D of T Comm Course Instructor Upper Indoc Instructor CCH Instructors D of P for info B Board HCO Files Assoc Sec PE Instructor Advanced PE Instructor	Data on the 8-C of students. Stable datum for Scn training, when in doubt handle student with much stricter, positive placement and direction.
July 17, 1957 HCO Training Bulletin	CHANGES IN TRAINING DRILLS	All Staff All ACC Students 4 - London, to their training personnel Assoc Sec LRH ACC File HCO File	The new Training 5 is "Sit in that chair". The drill outlined. Training 6, 8-C, remains itself but as changed here.
July 29, 1957 HCO B  <i>Amended by HCO B July 31, 1957</i>	"A PREVIEW OF A BOOK ..."	Staff Auditors Washington only	What the book will be called, what it will contain. Process to be tested -- how it works. Variation. Summary. Warning. Purpose of the Bulletin.

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July 31, 1957 HCO B <i>Amends HCO B</i> <i>July 29, 1957</i>	"MORE WORKABLE COMMANDS FOR TESTING"	Staff Auditors Washington only	Two more workable commands for testing given.
Aug 10, 1957 ACC Bulletin	"THIS IS CCH 18, NAMED AFTER THE 18TH ACC."	-	Commands for CCH 18. Interspersed with Locational. How the process may be run. How auditor-pc teams are assigned.
Sept 2, 1957 HCO B	"WHEN A VERBAL DIRECTION IS GIVEN TO THE HGC STAFF AUDITORS ..."	All Tech Staff Tech Director Assoc Sec D of P D of T	Stable datum re verbal orders from LRH.
Sept 3, 1957 HCO Training Bulletin	HCA/HPA COURSE PROCESSES	Dir of T All Instructors Assoc Sec Tech Dir	Six processes for student auditing. Rudiments, ARC Straightwire, Static Preparation, Control Trio, Op by Dup, Training 5.
Sept 4, 1957 HCO Training Bulletin	STABLE DATA FOR INSTRUCTORS	D of T All Instructors Assoc Sec Tech Dir	Ten stable data for Instructors listed. "As ye teach 'em, so shall they audit".
Sept 9, 1957 HCO B	PROCESSES TO BE RUN ON HGC PRECLEAR FROM THIS DATE	-	Processes to be run on pcs with points below the zero line of APA. CCHs. Processes to be run on pcs who have most points above the zero line of APA -- Help, PTP, Goals Trio. Points on how to read the APA. Definition of IQ. Exteriorisation processes. Eyesight. Failed case.
Sept 24, 1957 HCO Training Bulletin	--CURRICULUM OF CCH--	Dir of Training Dir of Processing  All Instructors Assoc Sec Tech Dir	To be done with CCH 0-4. A subjective process, an objective (for process, a straight wire process. info)
Oct 29, 1957 -	A BASIC CHART OF PROCESS TYPES	-	Rudiments, control processes, duplication, straightwire processes, objective processes, subjective processes. Details with regard to each.

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3 Nov 2, 1957 HCO Training Bulletin	CONFIDENTIAL INTENSIVE PROCESSES FOR USE IN OPERATION CLEAR AND OPERATION STAFF CLEAR	All Staff Washington and London	The processes listed and elaborated.
Nov 13, 1957 HCO B	PROJECT CLEAR CHECK SHEET	-	Checklist of processes and elaboration on the processes.
Nov 30, 1957 HCO B  Rewritten and <i>expanded by</i> <i>HCO B No. 1</i> <i>Dec 3, 1957</i>	ALTERNATE CLEAR SHEET	-	Definition of Clear. Clear Procedure eight steps elaborated. Four auditing truths. Details of a brief intensive for practical use.
Dec 3, 1957 HCO B No. 1  <i>Supplimented</i> <i>by HCO B Dec</i> <i>4, 1957</i>	CLEAR PROCEDURE REWRITTEN AND EXPANDED FROM NOV 30 . DEFINITIONS, GOALS	-	Three possible goals -- Mest Clear, Theta Clear and Operating Thetan. Definitions of each. The goals of an auditor . Gains achieved on gradient scale. Exteriorization. Importance of cutting down dependency on a body. Aim of the auditor is for OT.
Dec 4, 1957 HCO B  <i>Supplements</i> <i>HCO B Dec 3,</i> <i>1957</i>	CLEAR PROCEDURE CONTINUED STEP ONE	-	Booklet Clear Procedure to be published by HCO. Clear Procedure continued. Step One. Participation in session by the pc. Details given.
Dec 7, 1957 HCO B	HGC PROCEDURE	-	Entirety of processes permitted to be run in HGC London. Goal is OT. Definition of OT. CCH 0, PTP, S-C-S steps, spotting steps. Connectedness, Havingness.
Dec 16, 1957 HCO B	PRESENT TIME PROBLEM	-	How to handle. Requires deftness on the meter. Definition of PTP. Example. Things to audit PTP with. Short spotting.
Dec 18, 1957 HCO B	PSYCHOSIS, NEUROSES AND PSYCHIATRISTS	-	Definition of OT and neurosis and psychosis. Compared in relation to cause and effect. Discussion and examination of the above. All neuroses and psychoses are exaggerated, concentrated abilities. How to handle. How psychosis and

neurosis is a mockery of sanity.  
Psychiatrist authority on insanity.  
Scientologist authority on sanity.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
<b>1958</b>			
Jan 11, 1958 -	HGC PROCEDURE	HGC Staff Assoc Sec - info Dir Tr info	As per title. (1) CCH 0 with PTP on meter. (2) S-C-S and Connectedness. (3) Step 6 Clear Procedure. Connectedness. How to run.
Jan 12, 1958 -	DATA ON THE EFFECT SCALE	-	Extract from Lecture 2, 20th ACC. Gradient scale of effect. How related with Help. F/Ns and free flow.
Jan 13, 1958 HCO B	HGC RUNNING OF P.C.'s	HGC Staff Assoc Sec info Dir Tr info	Use CCH 0 with PTP, S-C-S and Connectedness. Then Step 6 with Havingness, if necessary. How to run Step 6.
Jan 18, 1958 HCO B	"THE REASON THE AUDITOR IS HAVING TROUBLE ..."	To all staff	The auditor controls the pc -- not the process. Why the auditor is having trouble in getting off Control processes. What control consists of.
Jan 21, 1958 HCO B	"AN ACC IS A SPECIAL ACTIVITY"	All Staff Area Field Offices	As title states. HPA/HCA tougher course by far. The emphasis of HCA/HPA.
Jan 21, 1958	MEST CLEAR PROCEDURE	For use of 19th ACC, Staff Clearing and HGC	Seven steps of Mest Clear proce HCO B dure listed and elaborated.
Jan 25, 1958 HCO B	REVIEWING WEEK'S PROFILES	All Staff Field Offices	In Clearing pcs it is necessary for the auditor to cause some thing. Further data re Step 6.
Jan 28, 1958 HCO B	FUTURE PLANS	Staff	Future of research is OT and the situation on earth. Seven actions LRH is taking to consolidate this. Four things Scn Orgs should do.
Feb 1, 1958 HCO B	CLEARING OF FIELDS	-	Definition of a Field. What they are. Rules of fields. Testing for fields. Clearing fields. Steps A-F. Automaticity of forms. Solution. What Clearing is.

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Feb 3, 1958 HCO B	FREE CLEARING PROJECT	-	It is vital to have cleared auditors. What the HASI shall offer to its professional membership only. Why. Clearing on this project would be done on a co-auditing basis. This project open only until April 1958. This is not an ACC. Who is eligible.
Feb 3, 1958 HCO B	HGC CURRENT PROCEDURE	-	Selected Persons Overts Straight wire. How to run and undercut. Limitation of ARC Straightwire. The two biggest single auditor crimes. Remedy for rough auditing. Gradual scale of processes. Five steps. Profile gain lags and havingness.
Feb 6, 1958 HCO B	HGC CLEAR PROCEDURE OUTLINE	-	As per title. The six steps of the procedure. Step 6 makes Clears. How to handle acks. A Clear is nul on all mock-ups.
Feb 6, 1958 HCO B	HGC CLEAR PROCEDURE OUTLINE PART II	-	CCH 0 (b) - Help in full. Starting session. Use process for clearing PTP. If any difficulty or if pc has field run CCH 0 (b) in full. How to run. The brackets. Clearing each command.
Feb 8, 1958 HCO B	CLEAR TEST	-	The five steps of the Clear Test. Clear bracelets. HCO is examining agency. Bracelets being manufactured in US.
Feb 13, 1958 HCO B  <i>Corrected by HCO B Feb 13 1958, correction</i>	RULES GOVERNING THE RUNNING OF CCH 0 b "HELP"	-	How to handle a pc with a pt problem. Thoroughly clear command word for word. Always bridge. Help follows laws of flows not terminals. Help also frees valences.
Feb 13, 1958 HC0 B  <i>Corrected</i>	RULES GOVERNING THE RUNNING OF CCH 0 b "HELP"	All staff Field Offices B. Board	How to handle PTP. Clear command. Use bridge. E-Meter use. Rules on flows and anaten. Why. Freeing up of E-Meter. Help relationship to valences.
Feb 14, 1958 HCO B	RESEARCH AND INVESTIGATION CLEAR QUESTIONNAIRE CLEAR CHECK SHEET (REVISED)	-	The questions and the Clear Check sheet. Its use and application.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Feb 20, 1958 HCO B	HOW TO TEST FOR CLEAR	-	Three sections for Clear test and how to apply. Auditor evaluation, E-Meter test and OCA and IQ. Disqualification. 11 listed. Settings of meter, written tests and summary.
3 Mar 1, 1958 HCO B	PROCESSES	All Staff Bulletin Board Field Offices HCO London	The 3 parts of Problems of Comparable Magnitude. How to use. No part to be omitted. Insertion of "you" in the Connectedness command.
Mar 6, 1958 Technical Information Bulletin	HANDLING PRECLEAR ORIGINATIONS	-	The four basic stable data for handling originations elaborated.
3 Mar 7, 1958 Technical Bulletin	E-METERS	-	E-Meter is a tool and takes a good auditor to use one. Theory of E Meter, setting an E-Meter, needle action and the different types of actions and their meaning and use. Needle action on various processes and acks. Various points on using an E-Meter.
Mar 10, 1958 Technical Bulletin	CLEAR PROCEDURE	-	Basic procedure and notes. Rudi ments, handling of PTP, CCH 0-b "Help", S-C-S, Connectedness, Step 6. Notes.
Mar 22, 1958 HCO B	CLEARING REALITY	All Staff Field Offices	A new rule. In the absence or unreality of a terminal the significance in a process will not function. Example. Use of hello and OK. Pc in pain.
Mar 27, 1958 Technical Bulletin  <i>Reissued as HCO B May 28, 1959 and, June 2, 1959</i>	"TERMINALS"	-	Further data on running terminals which are real. Running a terminal raises havingness, running a condition reduces havingness. Safest method of auditing is to handle terminals only. These must be real.
Apr 2, 1958 HCO B	ARC IN COMM COURSE	All Staff Field Offices	Two types of auditing, both include control -- Formal and Tone 40. Formal is control by ARC. Purpose of Tone 40 and purpose of Formal.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Apr 3, 1958 Technical Directive	"THE PROCESSES TO BE RUN ON GROUPS ...	-	As per title -- must always be within the framework of HGC processes. Examples given.
Apr 8, 1958 HCO B	AUDITING THE PC ON CLEAR PROCEDURE	All Staff Field Offices	The two processes that Clear, Help, CCH 0 (b), Step 6, Mock Ups. Further data as per title. Five points in the presence of which clearing cannot happen.
Apr 8, 1958 HCO B Issue II	A PAIR OF PROCESSES	Tech All Staff Field Offices	Op Pro by Dup and Forgetting -- specific value, specific effect. Further details. Forgetting commands. Low scale process -- goes lower than Not Know. A basic on unknowns and fields of whatever kind.
Apr 11, 1958 HCO B	CCH 88. ENFORCED NOTHINGNESS	-	Who may use it. When it may be used in HGC and on students. Repetitive command. The command stated. How it increases Having ness. Further data. What it cures.
Apr 23, 1958 HCO B	"VITAL TRAINING DATA FOR TRAINING HATS AND REGISTRAR "	To all Training Activities All staff for info All Instructor Hats B. Board Field Offices	Students in Academy are auditors -- not pcs. Goal of Academy. The Academy is not a clinic.
May 2, 1958 HCO B	BEINGNESS AGAIN	-	Best solution to valences is beingness processing. Help on valences is excellent, even phenomenal. Problems of Com parable Magnitude to a selected person cannot be ignored. Unders tanding of valences gives us a new look at processes. Basic personality of theta. To change APA/OCA need to change selves. Theft of objects, theft of self. Further data on being ness.
May 9, 1958 HCO B	"THE DIRECTOR OF TRAINING SHOULD NEVER INSTRUCT ..."	All Staff All Training Hats Field Offices B. Board	What the D of T, the Academy Senior Instructor and the Academy Admin should handle.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
May 22, 1958 HCO B	"LIST THE ENEMIES OF THE PC"	All Staff Field Offices	Run help on the enemies of the pc after listing. Run things the pc doesn't have to do to them -- if PTP doesn't free on help it is underpinned by a similar earlier problem.
May 24, 1958 HCO B	A COMMENT ON BEINGNESS PROCESSING	All Staff Field Offices issued herewith.	Data relayed to LRH re HCO B 2 May 1958, and how the HGC auditor used it. HCO B 2 May 1958 re
May 28, 1958 HCO B <i>revised by HCO B June 30, 1958</i>	PROCEDURE FOR CERTIFYING CLEARS	All Staff Field Offices Bulletin Board	The routing through the various terminals and departments for persons requiring clear tests. Retroactive to first person cleared by modern Scientology.
May 29, 1958 HCO B	SPECIAL BULLETIN STANDARD CLEAR PROCEDURE AND AN EXPERIMENTAL ROAD: CLEARING BY VALENCES	All Staff Field Offices	How LRH did earlier clearing. Standard Clearing procedure. Needs good meter, book and the six actions listed. An experimental road: clearing by valences. When you clear some one you get a distinct personality. The clue is the CDEI scale run on valences. All fixed, harmful ideas or aberrations stem from valences. The process.
May 29, 1958 HCO B	SPECIAL BULLETIN NO. 2. AN EXAMPLE OF CLEARING BY VALENCES	-	As title indicates. LRH being the auditor. How he handled a particular case on the subject of problems by valence processing.
June 2, 1958 ACC Technical Bulletin	E-METERS	-	E-Meter is a tool only. Theory of the E-Meter. Setting a meter. Needle action and characteristics. Needle action on various processes, etc. Needle action on questions such as "Did you?". E-Meter reaction on "Thank you". Various points in using an E-Meter.
June 4, 1958 HCO B	RUNNING VALENCES	All Staff Field Offices	Five points on how to run. The commands. Types of valences 8-1, goals for clearing by valences. OT is an educated basic person ality. Further processes and data. Chief characteristic of formula 8-1 is to produce judgement.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
June 14, 1958 HCO B	STANDARDIZATION OF CLEAR PROCEDURE FOR GUIDANCE AND USE OF THE HGCs	HGC Personnel and Field Office HGCs	Details with regard to (a) stress 4 points of error (b) run help, Step VI (c) standardize valences (d) eliminate wasting help.
June 30, 1958 HCO B <i>Revises HCO B Moy 28, 1958</i>	PROCEDURE FOR CERTIFYING CLEARS	This applies World Wide. All Offices and Auditors 1 each Staff Member Dir Pr Hat HCO Bd Review Hat Testing Hat Field Offices	The routing and terminals a Clear is routed through to complete Clear testing.
July 7, 1958 HCO B	CONTENTS AND COVERAGE OF HCA/HPA COURSE	1 each Staff Member 1 each Training before he runs Clear processes. Hat folder Field Offices	Required knowledge of an auditor listed. Processes he must know
July 9, 1958 HCO B	STAFF CLEARING	1 each Staff Member Field Offices	The D of P is in charge of Staff Clearing.
July 12, 1958 HCO B	STANDARDIZATION OF CLEAR PROCESSES. FOR GUIDANCE AND USE OF THE HGCs	All Staff Field Offices	Amendments to (a) 4 points of error (b) Clear procedure (c) Standardize valences (d) waste help.
July 14, 1958 HCO B	20TH ACC TRAINING PROCEDURE	1 each Staff Member Field Offices Not for general use HGC Auditors may find of interest	The rundown of how the 20th ACC will be done. Six points of procedure.
July 15, 1958 HCO B	CARRYING ON	-	Members from Australian and South African HASIs are attending the Congress and the 20th ACC. Mean while the Australian and SA staffs are carrying on short-handed and doing a very fine job of it. LRH thanks them.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
July 25, 1958 HCO B	CLEARING NOTES  <i>Corrected by HCO B Aug 4, 1958</i>	-	Notes made by Millie Dean from 20th ACC Lectures. Valences, aberration. A bank, The Rock and how to handle. E-Meter, clearing commands. Five clearing buttons. Def intions for The Rock. Lock, special effects. Goal of Clearing. Anatomy of The Rock. How to tell when you get it. Dispersed Cases. Clear Procedure order.
July 28, 1958 HCO B	CLEAR PROCEDURE  <i>Excerpted in HCO B Feb 28 1959</i>	1 each Staff Member Field Offices	What to do re co ands CCH 0, Goals, PTP, ARC Break, S-C-S, Connectedness, Help, Clearing Commands, Step 6.
July 29, 1958 HCO B	THE ROCK Field Offices	All Staff	Definition of the Rock -- needle phenomenon. What it is. Cycle of the Rock. How to handle. Metering.
Aug 4, 1958 HCO B  <i>Corrects HCO B July 25, 1958</i>	CORRECTION OF HCO BULLETIN OF JULY 25, 1958	1 each Staff Member Field Offices	Page 2, lines 25 and 26. Correction is -- responsibility is therefore senior to knowingness.
Aug 5, 1958 HCO B	"THE BASIC LOCATING QUESTION OF THE ROCK IS ..."	1 each Staff Member Field Offices	As per title -- "what is a people pleaser?" How to run. The 13 way bracket.
Aug 10, 1958 HCO B	ACC AUXILIARY PROCEDURE (FOR OPTIONAL USE)	-	This is a rough draft. Eight points of procedure.
Aug 20, 1958 HCO B	OUT OF SESSIONNESS	All Staff Field Offices	How a theta handles the Rock in living. The common denominator of all locks on the Rock is ARC Breaks. Moral of this story.
Aug 20, 1958 HCO B	PRESENT TIME PROBLEM - RUNNING OF	1 each Staff Member Field Offices	Definition of Problem. How to handle the running of PTP. Biggest delay in Clear Procedure is failure to run PTPs and ARC Breaks .
Aug 28, 1958 HCO B	CHANGE AUDITOR'S CODE	1 each Staff Member 1 each Technical	Points of Auditors Code 6, 16, 17 and 18.

Hat  
Field Offices

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
7 Sept 3, 1958 HCO B	'THE COST FOR AN INDIVIDUAL CHALLENGING THE HPA COURSE EXAM ..."	1 each Staff Member 1 each Training Dept Hat folder 1 to Tech Dir Hat folder 1 to HCO Bd Review Hat folder Field Offices	Prices to be charged. Exam to be passed 100%. Testing re quirements and practical requirements.
Sept 12, 1958 HCO B	POST CASE ANALYSIS ROUTINE	Staff Auditors Hats 1 each Staff Member folder 1 each technical folder Field Offices	What to do with the pc after a D of P interview. 3 steps in re-establishing the auditor. Purpose.
Sept 12, 1958 HCO B Issue II	HAVINGNESS - NEW COMMANDS	1 each Staff Member 1 each Technical Hat Field Offices	New Havingness commands developed, more effective than Trio -- Fac- tual Havingness. The co ands. How to use and run.
Sept 15, 1958 HCO B	MORE ON TRAINING DRILL TWO	1 each Staff Member 1 each Technical Hat Field Offices	How to handle and avoid Double Acknowledgement. Examples.
Sept 29, 1958 HCO B	VITAL TRAINING DATA	1 each Staff Member All Technical Hats Field Offices	This Bulletin changes the charac- ter of training. No instructor can train a student unless he follows the Instructor's Code. Learned by heart. There are only auditors in the Academy. There are no cases. From this date under no circumstances may an Academy take up the personal or case problems of a student. How to run the Academy. The contents of course and 6 types of process- ing taught.
Oct 6, 1958	HGC PROCEDURE	-	Six steps of HGC procedure laid out. Factual havingness may be run wherever necessary, and may be necessary in running sub- jective confrontingness.
Oct 25, 1958 HCO B	ABBREVIATIONS	1 each Staff Member Field Offices (info) HCO DC	Why you use D of P for Director of Processing and Dir of Proc for Director of Procurement.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Oct 27, 1958 HCO B	HOW TO READ PROFILES ON OCA: COMPARING CURRENT WEEK PROFILE WITH	1 each Staff Member Field Offices Washington	Comparing current week profile with week before. Nine points of detail re the graph.
Nov 13, 1958 HCO B	"TRAINING DRILLS"	1 each Staff Member Field Offices	TR 16 is assigned to "Handling ARC Breaks". TR 9(B) and TR 9(C) listed -- starting and ending the session.
Nov 17, 1958 HCO B	CLEAR BRACELETS	Full Distribution	No Clear bracelets will be issued until person has been tested for engrams as per 5th London A.C.C. E-Meter technique.
Nov 25, 1958 HCO B	"ALL PERSONS WHO WERE RUN ON STEP 6 ...	Full Distribution "	All persons who were run on Step 6 before they had help and engrams flat must be run in such a way as to knock out the auditing.
Dec 1, 1958 HCO B	"PERMITTED TO AUDIT ENGRAMS BY SCIENTOLOGY PROCESSES ...	Full Distribution "	Personnel from 5th London ACC permitted to audit engrams by Scn processes. What the remaining enrollees should use. See HCO B Nov 25, 1958. How this bulletin was done. Arbitrary differentiation. The interest of this bulletin.
Dec 6, 1958 HCO B	HOW TO RUN AN ENGRAM (BRIEF SUMMARY FOR HGC USE)	Full Distribution	As per title. Who may run. HGC and D of P responsibility. Locating and running the engram. What you pick, flatten.
Dec 7, 1958 HCO B	TRAINING DRILL CHANGES	-	TR 5N will replace TR 5 as a Comm Course drill and will occupy the 5th day of the Comm Course. TR 5N is ARC Break handling.
Dec 16, 1958 HCO B	EXTENSION COURSE CURRICULUM	Not to be stencilled in London (their copies being sent direct from DC)	Extension Course Curriculum for HCA/HPA, HCS/BScn DScn/HGS. Who submits questions listed. How to write an Extension Course Section.
		Info copies going to Melb- ourne, S.A., and all Field Offices via HCOs. 3 copies - 1 for HCO,	D of T Acad Admin Ext Course Dir Acad Insts D of P Processing Admin

1 to D of T,  
1 to D of P.  
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HCO Board of Review  
ACC Worldwide Inst  
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<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Dec 17, 1958 HCO B	BASIC POSTULATE OF OVERT ACT- MOTIVATOR SEQUENCE	1 to each Staff Member	The make-break point of reactivity. How to handle.
Dec 17, 1958 HCO B Issue II	AUDITING ARC BREAKS ON REGISTRAR AND Offices REGISTRAR	1 to each Staff Member Dollar Field move ARC Breaks between HCO London for release	TR 5N needed on Registrars and Asst Registrar. Auditor, overts. It is necessary to re ASSISTANT Registrar and Assistant Registrar with 10 certain terminals. Use and purpose of this action.
Dec 20, 1958 HCO B	PROCESSING A NEW MOTHER	-	As per title. Processes for handling a new mother and baby.
<i>Added to by HCO B Sept 7, 1959 and Sept 12, 1959</i>			
Dec 22, 1958 HCO B	NEW HGC PROCESS A NEW STRAIGHT WIRE	M A To all Staff US Field Offices HCO London for comparable dist	New process for HGC. ARC Break Straight Wire. For use after S-C-S and Factual Havingness and before What Can You Confront. Purpose, use and handling. History.
Dec 26, 1958 HCO B	B.SCN/HCS COURSE	-	Who may teach an HPA/BScn Course. What it is. Tapes and Extension Course. Curriculum. Examination. When the Course should start.
Dec 27, 1958 HCO B	THE FIRST FIRST DYNAMIC PROCESS	1 each Staff Member	Processing to date has been mainly 3rd Dynamic. LRH has worked out purely 1st dynamic process. Two cautions. Patch up ARC Breaks.
Dec 28, 1958 HCO B	SHORT SESSIONING	General Dist. For use in any official magazine For use in any HGC To all staff	Short sessioning developed for the 20th ACC. How LRH did this. All that was done was Start and End sessions. How to do Short Sessioning. The reason it works. Types of cases for it to be used on.
Dec 31, 1958 HCO B	"OMIT 'WHAT PART OF THAT CAN YOU CON- FRONT BEST?'"	1 each Staff Member	Omit "what part of that can you confront best" from ACC Clear Procedure commands. It attracts pc's attention too deeply into engrams encountered.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
<b>1 9 5 9</b>			
Jan 6, 1959 HCO B <i>Change of HCO PL Dec 15, 1958</i>	"STEP 6 IS DELETED FROM HCA/HPA CURRICULUM ...	Full Distribution "	As per title. This is added to HCS/BScn section. No E-Meter is taught in HCA/HPA. Comm lag is taught instead.
Jan 10, 1959 HCO B <i>Supersedes all earlier directives for HGC processes</i>	HGC ALLOWED PROCESSES	-	D of P is the person who indicates the processes to be used by auditors on pcs. Guide to D of P. What should be run on low graph pcs, medium and high pcs. Other processes for all. General notes, result retarders - PTPs and ARC Breaks. Clearing procedure. Summary.
Jan 11, 1959 HCO B	"AN AMUSINGLY EFFECTIVE PROCESS"	To all Staff HCO London	As per title. The process stated. Examples.
Jan 12, 1959	21ST ADVANCED CLINICAL COURSE TRAINING DRILLS	-	Name of the drill. Move the Picture commands. Position. Purpose of the drill. Training stress.
Jan 12, 1959 HCO B	TONE OF VOICE - ACKNOWLEDGEMENT	D of T Tr. Admin Ext Course Dir Acad Insts D of P Processing Admin HCO Board of Review HCO 1 each Staff Member	How mood can be expressed by acknowledgement.
Jan 13, 1959	TRAINING DRILLS	-	Name of the drill: E-Meter Drill. Commands, position, purpose, training stress, history.
Jan 14, 1959	21ST ADVANCED CLINICAL COURSE TRAINING DRILLS	-	Name of the drill: E-Meter Hidden Body Part. Commands, position, purpose, training stress.
Jan 19, 1959 HCO B	NEW HCA/HPA COURSE	-	New course outline and time schedule for the HCA/HPA Course. All students will be enrolled in the Extension Course. The course outline and schedule itself.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Jan 20, 1959 HCO B	A.C.C. PREPARATORY PROCESS SCHEDULE FOR RUNNING ENGRAMS. RECOMMENDED FOR NEW AUDITORS IN HGC's	1 each Staff Member	How the student is started and what is done. When the process is flat. Overt act straightwire run muzzled. ARC Break straight wire -- use of E-Meter. What it is followed by.
Jan 22, 1959 HCO B	NOT-IS STRAIGHT WIRE	Full Distribution	Who can be run on Not-Is Straight wire. The 3 general classes pcs divide into. Scale of deterioration. Aim of the process. Cycle of unimportance. The process. How to run it.
Jan 24, 1959 HCO B	SCIENTOLOGY AXIOM 58	Full Distribution	Intelligence and judgement are measured by the ability to evaluate relative importances. 3 corollaries.
Feb 3, 1959 HCO B	FLATTENING A PROCESS	-	A process is flat when (1) command flat (2) cognition occurs (3) an ability is regained.
Feb 3, 1959 HCO B	HGC CURRENT PROCEDURE	-	Selected Persons Overts Straight Wire and its undercut. When ARC Break Straight Wire cannot be run. Two biggest single auditor crimes -- these produce reduced profile readings. The remedy for rough auditing is muzzled auditing. What muzzled auditing is best run on. Gradual Scale of Processes 1-5. Use of Havingness re when the profile gain lags. Run in full 1-5 after engrams flat. Dub in and its relationship to various life times.
Feb 4, 1959 HCO B	OP PRO BY DUP	-	The use, running and commands of Op Pro by Dup. How to run. Process is an HPA/HCA requisite.
Feb 9, 1959 HCO B	AUDITOR'S CODE NO. 19	-	Code No. 19 itself.
Feb 16, 1959 HCO B  <i>Supplemented by HCO B's Feb 27 and Mar 10, 1959</i>	HGC PROCESSES FOR THOSE TRAINED IN ENGRAM RUNNING OR TRAINED IN THESE PROCESSES	-	Starting a case. PTP. Dynamic Straight Wire and how to run. Past and future experiences. Engram running, Not-Is Straight Wire and Selected Person Overt and Withhold -- only run last two if they bite.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Feb 16, 1959 <i>Supplemented by HCO B Mar 10, 1959</i>	STAFF AUDITOR'S CONFERENCE OF FEB 16, 1959	-	Regarding HCO Bulletin of Feb 16, 1959. HGC processes for those trained in engram running or trained in these processes. LRH conference with regard to this bulletin.
Feb 24, 1959 HCO B	TECHNICAL BULLETIN	21st ACC Students	What cannot be run on people with low reality. The use of and how to run Selected Persons Overt W/H Straight Wire. Use muzzled auditing.
Feb 26, 1959 HCO B	ENGRAM RUNNING ON OLD DIANETIC CASES OR RESTARTED CASES	-	How leaving an unflat engram to start another can leave a case in an apparent jam. Stable data with regard to this. End goal of running incidents. Use of muzzled auditing.
Feb 27, 1959 HCO B <i>Supplements HCO B Feb 16, 1959</i>	HOW TO SELECT SELECTED PERSONS	All Staff Sterling Offices	Three points at fault when this process misses. The most loaded two-way comm question. How to handle if pc says 'myself'.
Feb 28, 1959 HCO B (Technical)	ARC BREAKS WITH AUDITORS	B P I	How to repair severe ARC Breaks. The use of TR 5N.
Feb 28, 1959 HCO B (Technical)	CLEARING COMMANDS	B P I	How to do it.
<i>Excerpt from HCO B July 28 1958</i>			
Feb 28, 1959 HCO B	ANALYSIS OF CASES	-	Primary skill required of an accomplished auditor. The basic error. What all failures stem from. Definition of results, better, ability gained, intelligence gain, familiarity. Data on fixed attention -- how to handle. What Clearing is. How to do Case Analysis. How to handle result. How to get case gain. What happens if pc hasn't done it yet.
Mar 4, 1959 HCO B	HGC ALLOWED PROCESSES	-	Also for instruction in HPA/HCA, HCS and ACC. Supersedes all

earlier HGC allowed processes except where these give data on the following. The processes given

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Mar 6, 1959 HCO B	HOW TO DO A DIAGNOSIS ON DYNAMIC STRAIGHT WIRE	B P I	from unconscious pc to Theta Clear. Target is Theta Clear as different from Mest Clear. Help and Step 6 are disallowed. When to run engrams and use muzzled auditing.
Mar 6, 1959 HCO B	TRAINING DRILLS	-	As per title. The use of the Dynamics and the Meter. Rule. The need to run a real terminal. Never run a terminal that's sensible in relation to that dynamic.
Mar 10, 1959 HCO B	"THE FEB. 16 BULLETINS"	All Staff All Offices	ARC Break training drill. How to do it. The purpose, training stress. An ARC Break is the only thing that will depress a profile. How to handle if pc gives 'what it is straight away'.
<i>Supplemented Data Sheet to HCO B Feb Z6, 1959 and Staff Auditors Conference of Feb 16, 1959</i>			Some processes were left out of the Feb. 16 bulletins. Route to Theta Clear Steps 1-13. 1-5 if flattened constituted a release. The HAS Co-Audit processes and how the instructor handles. HPA, BScn and DScn processes.
Mar 13, 1959 HCO B	"FOLLOWING IS A DISPATCH ..."	B P I	Letter to LRH from John Galusha re results of muzzled auditing in HCA Course.
Mar 17, 1959 HCO B	AN INSANITY QUESTIONNAIRE	M A	The World Health Org issued the following questionnaire to determine whether or not a person is insane. The questions. What Scn is doing about mental disability - HAS Co-Audits.
Mar 17, 1959 HCO B Issue II	DO IT YOURSELF THERAPY	B P I Magazine	The HAS Co-Audit undercut and muzzled auditing for the untrained or financially embarrassed Scientologist. The way to make it to release and prepare for Theta Clear at low cost. How to enrol. Definition of a release.
Mar 24, 1959 HCO B	MINIMUM STANDARDS	To all staff	What is needed to justify the cost of 7 Fitzroy Street. How many pcs are needed in processing every week to make a living unit.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Mar 25, 1959 HCO B	HAS CO-AUDIT AND COMM COURSE	-	The HAS Course, Comm Course and HAS Co-Audit and their details.
<i>Added to by HCO B Apr 3, 1959</i>			
Mar 31, 1959 HCO B	KNOW TO MYSTERY STRAIGHT WIRE FOR EXTREME CASES	-	The Know to Mystery Scale expanded. How to assess a case on the lower rungs of processing
<i>Cancelled by HCO B Apr 27 1959</i>			
Apr 1, 1959 HCO B	ACADEMY TRAINING 1959	M A	Article written for magazine by John Fudge, DScn, D of T DC re Academies in 1959. TRs, theory and practice and muzzled auditing.
Apr 3, 1959 HCO B	HAS CO-AUDIT AND COMM COURSE	-	Cost and schedules of HAS Comm Course and HAS Co-Audit. Addition to HCO B of March 25, 1959.
Apr 15, 1959 HCO B	EMOTIONAL TONE SCALE EXPANDED	-	Several misemotions hitherto not placed on ARC Emotional Tone Scale. These 4 misemotions listed. Their use in relation to O/W Straight Wire. When the case is running right.
<i>Cancels HCO B HCO B Apr 8, 1959</i>			
Apr 17, 1959 HCO B	KNOW TO MYSTERY STRAIGHT WIRE FOR EXTREME CASES	-	Know to Mystery Scale expanded listed. How to use with O/W Straight Wire.
<i>Cancels HCO B Mar 31, 1959</i>			
Apr 22, 1959 HCO B	OLD AND NEW REALITY SCALE	-	"Old" and "new" reality scale listed against each other.
Apr 23, 1959 HCO B	DEFINITIONS	-	Definition of Consultant, In structor and Coach.
May 3, 1959 HCO B	SOLUTION TO SOLUTIONS	-	Why, when Problems of Comparable Magnitude get run. Problems move away from the pc. The penalty of solving. A process to overcome the collapsing of problems.
May 4, 1959 HCO B	AN AFFINITY PROCESS	-	The process "what can you confront". Also as a nearly purely affinity process -- what would you like to confront on last command.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
May 4, 1959 HCO B	HOW TO WRITE A CURRICULUM	-	Four points on how to write. Then how to teach -- four further points. Practice: demonstration, doingness.
May 4, 1959 HCO B	THE PERSONAL EFFICIENCY COURSE	-	Schedule of PE Course~ its purpose and duties. The Comm Course. Purposes and schedule. HAS Co-Audit Course.
May 7, 1959 HCO B	NEW PROCESS THEORY	-	What the broad tone scale is divided into. How a pc becomes overwhelmed, how he committed his overts, unintended bad effect. What the person does to restrain himself. How he lays himself open to getting overwhelmed. The basic error. The new process.
May 8, 1959 HCO B	AN UNDO-ABLE COMMAND	-	Two processes stated.
May 17, 1959 HCO B	HCO BULLETIN - FOR 21ST ACC STUDENTS ONLY	-	End of course data sheet from L. Ron Hubbard to all 21st ACC students. Three HCO Bs released for their information and use. This completes the 21st American ACC releases.
May 21, 1959 HCO B <i>Cancels all earlier directives on HGC allowed processes</i>	HGC ALLOWED PROCESSES AND ACC PROCESSES AS OF MAY 21, 1959	Central Orgs HCO Offices	Theta Clear schedule. The processes listed and on whom they should be run. HAS Co-Audit --- only allowed process is Overt Withhold Straight Wire.
May 26, 1959 HCO B	"MAN WHO INVENTED SCIENTOLOGY"		Mag Article The article itself.
May 28, 1959 HCO B <i>Reissue of HCO B Mar 27, 1959 Reissued June 2, 1959</i>	"TERMINALS"	-	See earlier entry.
June 5, 1959 HCO B	FORMULA 10	-	The first practical approach toward reaching the state of OT. The background of this available

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
			in HPA/BScn tapes of 1959 Spring and 6th London ACC. The 11 steps of Formula 10. When it may be used.
June 9, 1959 HCO B	NEEDED MATERIAL	Central	The two sets of tapes each Central Org must have -- orgs to get them as soon as possible.
June 10, 1959 HCO B	CO-AUDIT FORMULA	To be used by any Co-Audit Instructor	Find what the person thinks is wrong with him. Find a terminal he believes represents it. Audit that terminal with O/W Straight Wire.
June 11, 1959 HCO B	LOCATION OF TERMINALS ON HAS CO-AUDIT	-	The only process to be run on the HAS Co-Audit. Emphasis is on PT terminals. How to locate.
June 17, 1959 HCO B	COMM COURSE	-	Timetable for the Comm Course.
June 17, 1959 HCO B	HAS CO-AUDIT COURSE	-	The schedule for the HAS Co-Audit Course. Procedure for running the course.
June 19, 1959 HCO B	THE PERSONAL EFFICIENCY COURSE	-	Tips on how to handle the PE Course.
June 22, 1959 HCO B	HOW TO "SELL SCIENTOLOGY"	B P I	Make listener doubtful about mental healing. Enlarge on faults of old 19th century practices. Show how Scn learned that men weren't animals. Say it has hope for man. Further data. Get them to PE, HAS Course and HAS Co-Audit Course.
June 23, 1959 HCO B	WHAT IS SCIENTOLOGY?	M A B P I Staff Hats	What Scn is as a magazine article.
June 29, 1959 HCO B	"THE FOLLOWING RUNDOWN IS A TEMPORARY ONE <i>Corrected by HCO ...</i> <i>B July 2,</i> <i>1959</i>	-	Rundown for HGC London till further notice. Only comm processes to be used. Auditors are to remain as muzzled as possible. Steps 1-7 listed.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
July 2, 1959 HCO B	CORRECTION TO POINT (1) OF HCO B DATED 29/6/59 REFERRING TO COMMUNICATION PROCESSES BEING RUN IN HGC	-	Point one- If there is an obvious terminal such as a sore leg run a leg.
July 3, 1959 HCO B	GENERAL INFORMATION	-	Purpose. Six basic process types in theory and practice of HCA/ HPA. CCHs and their running, ARC Straight Wire, Assessment and other Terminal Assessment, O/W Selected Persons, various Having ness processes. Rudiments, mock up, re-experience and experience, Not Is Straight Wire.
July 9, 1959 HCO B	DEFINITION OF SCIENTOLOGY - WRITTEN BY LRH FOR LEGAL WHEN SETTING UP H.A.S.I. LTD.	M A B P I	The definition.
July 18, 1959 HCO B	TECHNICALLY SPEAKING	B P I	New definition for a Scientologist -- one who is not a victim. We can make victims into people with out Q & Aing.
July 21, 1959 HCO B	HGC ALLOWED PROCESSES	Cen O Con  Audit.	The rundown which is to be used in all HGCs. The processes and what type of pc they are to be run on. 12 different actions. What is to be run on the HAS Co
July 22, 1959 HCO B	REPORT ON SPECIAL HAS/ HCA/HCS COURSE IN WASHINGTON DC 6-12 JULY 1959	Cen O Con	The report by Dick Halpern. Covers six points.
July 22, 1959 HCO B	ACTUAL WORKING DEFINITION OF PSYCHOLOGY	B P I	The definition. Its use to prove that Scn is not psychology.
July 22, 1959 HCO B	AN AMENDMENT TO THE CODE OF A SCIENTOLOGIST CLAUSE NO. 1	Cen O Con	The amendment and the reason for its addition.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
July 23, 1959 HCO B	FIELD ACTIVITIES	B P I	What the trained auditor should To all do to get Scn to go well in any Scientologists area. Five steps. Elaboration on them. Auditor confidence. Key rehabilitation process. Group recruiting.
July 27, 1959 HCO B	HGC PROCESSES - H.A.S.I.	Cen O Con	Processes to be run and on whom. CCHs, S-C-S and Connectedness Also Communication processes.
Aug 2, 1959 HCO B	COMMUNICATION PROCESSES	B P I	Always run the general form of a particular terminal, whether in a comm process or a PTP. Do not run specific terminals.
Aug 5, 1959 HCO B	PROCESSING GAINS BY A MENTALLY RETARDED CHILD	B P I	Extract of letter from Eileen Russel to LRH -- re her processing of a mentally retarded child.
Aug 5, 1959 HCO B	HGC PROCESSES	-	What the lack of results in the HGC is probably due to. What we will do about it. Run psychos on CCH 1, 2, 3, 4. Let's increase these results.
Aug 7, 1959 HCO B	THE HANDLING OF COMMUNICATION PROCESSES. SOME RAPID DATA	All HCO Franchise Holders All Staffs Central Orgs All HCOs	The processes to be run in the HGC -- CCHs, S-C-S and Connectedness and the Communication processes. What 3 points all pgms should be geared to. 15 essentials with regard to the use of the Communication processes. Note to HCO Secs, D of Ps and Assoc Secs.
Aug 11, 1959 HCO B	"THE FOLLOWING IS AN EXTRACT FROM A LETTER..."	B P I	Extract from letter of Martha Courtis to LRH. How Scn helped her daughter.
Aug 13, 1959 HCO B	SUGGESTED HCA COURSE SCHEDULE	Cen O Info D of Ts	Schedule is for info and has no command value. The 6 weeks of theory and practice after Comm Course and Upper Indoc.
Aug 19, 1959 HCO B	HAS CO-AUDIT FINDING TERMINALS	B P I	The switching around of terminals on a HAS Co-Audit Course. Why Co Audits don't fill up. The use of Comm process on new enrollees. Pick the right body part on the

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Aug 19, 1959 HCO B	TO A ROMAN CATHOLIC	B P I	Roman Catholicism and its relationship to Scn. The absence of conflict between Scn and the Church of Rome.
Aug 27, 1959 HCO B	GROWTH WITH COMPETENCE	B P I	Scn will go as far as it works. HAS Co-Audit. Low ARC and victims in relation to the O/M sequence. How to handle the use of the "paper trick" in comm processes. Further data.
Aug 27, 1959 HCO B	SUCCESS ON THE SPECIAL HCA/HCS COURSE	B P I	Taken from a letter by Tom and Dick Halpern to Ron about the success of the Special HCA/HCS Course.
Aug 27, 1959 HCO B	REPORT ON HAS CO-AUDIT IN	B P I	Five points in the report from Dick Halpern.
Aug 27, 1959 HCO B	CLEAR TESTS REVISED MEST CLEARS AND THETA CLEARS	All Central Orgs All Franchise Holders	Three sections to a Clear test. Auditor evaluation, OCA/APA and IQ. Testing, E-Meter testing. Mest Clear and Theta Clear defined. Stable state test. All self-invalidation impulses must be off the case or the Clear will postulate himself back to slightly aberrated. Who does the Clear tests.
Sept 3, 1959 HCO B	WHY "VICTIM" WORKS AS A PROCESS	All US Franchise Holders from Saint Hill All other Franchise Holders via Central Orgs All Central Orgs	The highest level of 3rd Dynamic activity and earliest instant of it is and was communication. Only misuse and W/H of comm is aberrative. Foul up when he postulated somebody can mess up my postulates. How to handle with the victim process. Five cases which need further handling before they can be run on victim. Further data.
Sept 7, 1959 HCO B	"FIELD AUDITORS IN CALIFORNIA"	B P I	Data sent in a letter to LRH by Nina West regarding HAS Co-Audit and Field Auditors in California.
Sept 7, 1959 HCO B	PROCESSING A NEW MOTHER	B P I	The use of Comm process re body parts when auditing an expectant mother
<i>Addition to HCO B Dec 20, 1958</i>			

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Sept 7, 1959 HCO B	"HERE IS A LETTER FROM FRANK TURNBULL TO LRH ..."	B P I	This letter to LRH from Frank Turnbull re auditing blind persons.
Sept 7, 1959 HCO B	WHEN IS A PROCESS FLAT	B P I	When a 'terminal' type process is flat. How long should the terminal be flat.
<i>Added to by HCO B Oct 5, 1959</i>			
Sept 8, 1959 HCO B	ARTICLES BY MARIO KOHLY	M A	Two articles by Mario Kohly re the human mind and electric shocks.
Sept 8, 1959 HCO B	TEST TUBE WARFARE	M A	An article about LSD and its effects.
Sept 8, 1959 HCO B	THE SCIENCE OF ABILITY	M A	An article by Binnie Barry, as per title.
Sept 9, 1959 HCO B	SOME OBSERVATIONS ON S 22	HCOs and Assoc Secs	Observations made by D of T London on effects of S 22 on London staff in the Staff Theta Clearing Course.
Sept 12, 1959 HCO B	PROCESSING A NEW MOTHER	B P I	See issue Sept 7, 1959
Sept 16, 1959 HCO B	NOTE	Cen O Con	Data on how FCDC staff are doing on the 'victim' process.
Sept 21, 1959 HCO B	PRESENT TIME PROBLEM PROCESSES	B P I	It is now forbidden to run Locational Communication processes for PTPs, except on children, and psychos and the very ill. Use Comparable Magnitude. Where to use Incomparable Magnitude. When a Problem is flat.
<i>Corrected by HCO B Sept 25, 1959</i>			
Sept 21, 1959 HCO B	TWO PAPER TRICKS	B P I	Examples of use of the 'paper trick' for communication processes.
Sept 21, 1959	"RESULTS IN AUDITING WITH S 2"	B P I	Data on results of Marcia Carroll, Dir PE DC using S 2 on four PCs.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Sept 23, 1959 HCO B	HOW TO WRITE AN AUDITOR'S REPORT	Cen O Con	How to write an auditor's report. Eleven steps. Admin requirements.
Sept 25, 1959 HCO B <i>Correction to HCO B Sept 21, 1959</i>	PRESENT TIME PROBLEM PROCESSES	B P I	Re 3rd line of 2nd paragraph. "It must exist in PT and have (2) two terminals in it for it to be a PTP".
Sept 25, 1959 HCO B	HAS CO-AUDIT	B P I Tech P.E. Dept	Hints from LRH on how to run Comm processes on assessment - - how to find body part to run. Comm pro cesses on universe. The processes listed. Experimental.
Sept 26, 1959 HCO B	DATA ON CLEARING A STAFF MEMBER AFTER SPECIFIC TERMINALS ARE FLAT WITH OVERT-WITHHOLD STRAIGHT WIRE	-	As title indicates. The processes you run to do this. Run this regimen and no other and send special weekly reports labelled "Thacker Clear Project".
Sept 26, 1959 HCO B	NEW PE COURSE DATA	-	Must specialise in communication processes in the Co-Audit. If pc on Co-Audit does not make pro gress then send him to the HGC. How to run the PE Course. When to give a person a HAS certificate.
Sept 28, 1959 HCO B	TECHNICAL NOTES ON CHILD PROCESSING	B P I	The best processes for children. Details given on what, how and when to use.
Sept 29, 1959 HCO B	THE ORGANISATION OF A P.E. FOUNDATION	HCO Franchise Holders Assoc Secs HCO Secs	Full description of PE Foundation including Curriculum. The courses, instruction, purpose, etc.
Sept 29, 1959	"COAXING THE SUBCONSCIOUS"	Cen O Con	Advertisement as per title -- issued by Binnie Barry.
Sept 29, 1959 HCO B	UNIVERSE PROCESSES	-	LRH has been checking out a process series called Universe O/W. How to assess for terminal. The ter minals to use. The process commands. An allowable HGC process.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Oct 5, 1959 HCO B	UNIVERSE PROCESSES	Franchise Holders B P I	Rundown on Universe processing. Theory and practical use. How it may be used in co-audits.
Oct 5, 1959 HCO B	GAMES CONDITION AND AUDITING	B P I	How a games condition relates to auditing a pc. Dispatch by John Galusha.
Oct 5, 1959 HCO B	ADDITION TO HCO B SEPT 7, 1959, <i>Addition to HCO B Sept 7, 1959</i>	B P I	Clarification of when a process is flat.
Oct 13, 1959 HCO B	D.E.I. EXPANDED SCALE (WITH A NOTE ON SALESMEN)	Franchise Holders	The DEI Scale. How it has expanded. Its inversion. How this relates to salesmen. The use of this scale in comm processes. The processes listed.
Oct 13, 1959 HCO B	A USEFUL PROCESS	HCO Secs D of Ps	Process for use when O/M sequence does not seem to bite. The process. How to handle if pc becomes ill.
Oct 14, 1959 HCO B	ON RUNNING A CO-AUDIT	B P I	Herbie Parkhouse's observations and actions on the HAS Co-Audit at HASI London. His recommendations to LRH.
Oct 15, 1959 HCO B	PE FOUNDATION REPORT	Cen O Con HCO Vol City Secs	As per title, to be sent to HCO WW. 22 points of handling.
Oct 16, 1959 HCO B <i>Cancels all previous directives on this subject</i>	HANDLING STUDENTS' AND AUDITORS' REPORTS	Cen O Con	D of Ts not to abbreviate their students reports in any way. Must send to SH surface mail. HCO Area Sec duty . D of P reports, airmail paper and sent airmail.
Oct 16, 1959 HCO BL	FORBIDDEN TERMINALS WITH COMMUNICATION PROCESS	-	From where could you communicate to an auditor and to a pc now cancelled. Why stated. Process given for running out bad auditing.
Oct 20, 1959 HCO B	AN EXPERIMENTAL PROCESS	HCO Secs Franchise Holders D of P Central Orgs	Some recall processes that reach down to the lowest cases. Comm Recall and Know to Mystery Recall. How to run and further technical data. Two other processes --

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Oct 21, 1959 HCO B	ACADEMY ADMINISTRATION ROUTE SHEET	Cen O Con	Recall Exhaustion and Recall Creating. Processes for HGC.
Oct 23, 1959 HCO B	SUGGESTED ADDITION TO E-METER TR FOR ACADEMY STUDENTS	Cen O Con	As per title. How useful it has been in London. The form itself.
Oct 25, 1959	PSYCHOANALYSIS GOES CAPITALISTIC	B P I	As per title. LRH can tell where Russian mental research is at from this article.
Oct 26, 1959 HCO B	LIST OF SYNONYMS FOR "CREATE" FOR USE IN NEW CREATION PROCESSES	D of Ps WW HCO Secs WW Staff Course Ins. WW	Three create processes only for use in staff co-audit and not in HGC (unless the pc is a staff member). A list of 25 words which may be used instead of create where this word is unreal to the pc.
Oct 26, 1959 HCO B	SOURCE TERMINALS ASSESSMENT	HCO Secs WW Staff Course Ins WW D of Ps WW	Where the assessment may be used. Not for HGC. What a Source Ter minal is. How to find and run them.
Oct 29, 1959 HCO B	COMMUNICATION PROCESS AND HAVINGNESS	B P I Tech Hats All Staff Co-Audit Inst Hat	No need to run Havingness processes with the Comm Process. Why.
Oct 30, 1959 HCO B	TO RETAIN CO- AUDIT PC'S INTEREST IN CASE	B P I Tech Hat Co-Audit Inst Hat	Reminder of the definition of a pc in session. The assessment and running of terminals. When the TA will come to clear read.
Oct 31, 1959 Special HCO B	CREATE PROCESSES - DANGERS AND ADVANTAGES	HCO Secs Tech Execs only (Do not copy up. Do not reissue Cut no stencil)	What LRH does before he goes on extended trips. This is a write Create processes for Staff Co-Audit only. First effective OT processes. How to handle. In Scientology the dynamic principle is Create. How to run Create and why. Use of what would you like to confront. A related new child process. This is for staff use only at present.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Nov 3, 1959 HCO B	SUCCESS OF PAPER TRICK WITH COMMUNICATION PROCESS	B P I	Some comments from Org Tech Staff members re the use of the paper trick.
Nov 4, 1959 HCO B	TIPS FOR HAS CO-AUDIT INSTRUCTORS	-	Data from Liz Williams of Melbourne, Australia, and Peter Greene, Durban South Africa.
Nov 5, 1959 HCO B	RUDIMENTS OF FORMAL AUDITING	B P I	Preferable to use an E-Meter for handling rudiments. Nine parts of rudiments delineated
Nov 5, 1959 HCO B	SCIENTOLOGY GAMES FOR CHILDREN	Cen O	Done by Rusty Wright, Scientology Games 1, 2 and 3.
Nov 12, 1959 HCO B	ACKNOWLEDGEMENTS Fran Holders IN AUDITING		Avoidance of double acknowledgements. How not to acknowledge. How to acknowledge. Further data. How to spot a bad auditor.
Nov 18, 1959 HCO B	1ST MELBOURNE ACC MATERIAL	Assn Secs HCO Secs and Ds of P only	1st Melbourne ACC material. Bring TA to meter read of Clear for sex of pc. The processes to be run. Goal is to consolidate research and produce rapid OTs. Tapes will be available to orgs. Melbourne Congress and ACC.
Nov 18, 1959 HCO B	"YES, PUSH- BUTTON PEOPLE"	B P I	Article as per title appeared in The Digest of World Reading.
Nov 19, 1959 HCO B	THE HANDLING OF ARC BREAKS IN AUDITING	B P I	Definition of ARC Break. How it will depress a pc's profile. How to Clear ARC Breaks in session. Further data.
Nov 21, 1959 HCO B	NEWS FROM MELBOURNE	B P I	Data from LRH and Ray Jensen on Melbourne Congress. Issued by MSH.
Nov 23, 1959 HCO B	O/W PROCESS ON HAS CO- AUDIT, PERTH	Cen O	Students need to do about 12 nights, or more, on HAS Co-Audit on O/W processes to really get good change.
Nov 26, 1959 HCO B	THE INTER- PRETATION OF THE AMERICAN PERSONALITY/	Franchised Auditors	The use of the APA/OCA for franchised auditors. The way processing should be sold for best results. A complete cover



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Nov 30, 1959 HCO B	ALLOWED PROCESSES 1ST MELBOURNE ACC	ACC Instructors ACC Students Assoc Secs HCO Secs	Processes which are to be run in the last three weeks of the ACC at the option and discretion of the instructors Melbourne 1-5.
Dec 3, 1959 HCO B	USE OF THE AMERICAN PERSONALITY/ OXFORD CAPACITY ANALYSES IN DETERMINING PROCESSES TO BE RUN	B P I	Which processes to run depending on where the graph is. Data on running the various processes.
Dec 4, 1959 HCO B	ALLOWED PROCESSES 1st MELBOURNE ACC	Assoc Secs HCO Secs	The processes to be run during the last 3 weeks of Melbourne ACC at option and discretion of Instructor in consultation with individual auditors. Melbourne 1-5.
Dec 8, 1959 HCO B	LETTER FROM ANDY BAGLEY	Franchise Holders HCO Officers HCO Secs	Data on the lecture Andy Bagley gave on Death. How prepared. The results.
Dec 11, 1959 HCO B	NEW HORIZONS IN SCIENTOLOGY	B P I	The problems that have been faced and solved. What we must do now.
Dec 15, 1959 HCO B  <i>Cancelled by HCO B 18 Dec 1959</i>	HAS CO-AUDIT	B P I Franchise Holders	O/W Straightwire has been found to run better on HAS Co-Audit than the Comm Process as the Comm process does not get off people's overts.
Dec 15, 1959 HCO B	URGENT CHANGE IN ALL CO- AUDIT COURSES	Franchised Auditors Assoc Secs HCO Secs All PE Fdns and personnel	The key is full responsibility and the one thing the public doesn't want to have anything to do with is full responsibility. O/Ws very important tech. Need to take full responsibility for the O/Ws. Where the data may be found. Tapes, ACCs etc. The better bridge is built.
Dec 16, 1959 HCO B	IMPORTANT	B P I	To the degree a pc does not take responsibility for his O/Ws his bank becomes solid. Responsibility has to be run on the incident or the session involved.

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Dec 18, 1959 HCO B	HAS CO-AUDIT  <i>Cancels HCO B Dec 15, 1959 HAS Co-Audit t</i>	B P I Franchise Holders	HCO B Dec 15, 1959 HAS Co-Audit is cancelled. Use instead HCO Bulletin "Urgent change in all co-audit courses".
Dec 23, 1959 HCO B	RESPONSIBILITY	B P I	Responsibility goes hand in hand with making an Operating Thetan. How responsibility relates to O/W. The cause of blows is overts. How to handle after overts have been disclosed.
Dec 28, 1959 HCO B	SCIENTOLOGY IN SINGAPORE?	B P I M A	Haunted house in Singapore -- effect on girls at school there. OK to publish in Scn mags.
Dec 28, 1959 HCO B	FILM SHOW INSTRUCTORS - SOME DO's AND DON'Ts	Cen O	Suggestions on how to show the films of the Clearing Congress. Five do's and don'ts as suggested by Valerie Obin, HCO Area Sec London.
Dec 28, 1959 HCO B	STANDARDS OF COURSE GRADUATION	Cen O	Standards for students graduating from HPA/HCA and BScn. Four points each.
Dec 29, 1959 HCO B	LETTER FROM SOUTH AFRICA	Staff Hats Editor "Reality" M A	Extract from a letter written by a prominent political figure in South Africa about Scientology. What he personally found out about the subject. The help it gave him and his family.
Dec 31, 1959 HCO B	REQUIREMENTS FOR HAS CERTIFICATES	B P I Franchise Holders	Four requirements listed for HAS Certs.
Dec 31, 1959 HCO B	BLOW-OFFS	Fran Holders HCO Secs Assn Secs HASI Dept Heads	Explanation for sudden departures. The cause, their O/Ws undisclosed. How a staff member justifies his departure. When a person finds himself, as he believes, incapable of restraining himself from injuring a benefactor he will defend the benefactor by leaving.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
<b>1960</b>			
Jan 2, 1960 HCO B	HAS CERTIFICATES  <i>Cancels existing directions</i>	B P I	Qualifications of HAS Certs changed to fit the reality of existing courses. People going directly from PE to the Co-Audit. Modified cert to be issued. PT overts of self and one other to be cleared, and all incidents to have responsibility flattened on them.
Jan 3, 1960 HCO B	A THIRD DYNAMIC FOR SCIENTOLOGY	B P I	Get off own O/Ws and urge others to get off theirs. How to do this. All persons so cleared on overts to be listed in HCO publications as "people you can trust".
Jan 5, 1960 HCO B	AN IDEA FOR PROMOTION	B P I Franchise Holders	As per title. Used in S.A.
Jan 7, 1960 HCO B	THE UNMOVING CASE	Fran Holders Assn Secs HCO Secs HCO Staff & Cen Orgs	Two types of cases that didn't change even though exact engram to resolve the case was run. Seven points this case can exhibit. Using auditing to make people guilty of overt acts. The case that does not advance under auditing has undisclosed O/Ws. Get them off and run responsibility.
Jan 8, 1960 HCO B	OT PROCEDURES FOR HCS/BSCN COURSES AS RECORDED IN WASHINGTON DC ACADEMY JAN 1960 LRH TAPES 9 HOURS 7 1/2 INS	HCO Secs Assn. Secs Ds of P Staff Auditors	Session data, rudiments, auditing attitude. First stage, 6 points. Second stage, 3 points. Summary. The keynote is increase confidence by increasing ability -- 6 points re confidence.
Jan 12, 1960 HCO B	ADDITION TO CODE OF A SCIENTOLOGIST	B P I Franchise Holders	A letter written by John Galusha, HCS Course Instructor Washington, to LRH. John suggests an addition to the Code of a Scientologist. "To completely refrain from discussing the case of another auditor's preclear with that preclear, or within his hearing". This new clause is authorized immediately.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Jan 14, 1960 HCO B	THE BLACK CASE	Fran Holders HCO Secs Assn Secs HCO & HASI Staff	The second of the two cases mentioned in HCO B Jan 7 1960. The "Black Field" Case -- stuck on the track out of pt. How to handle. The rundown.
Jan 19, 1960 HCO B	CASUALTIES (NOT CONFIDENTIAL)	HCO Secs Assn Secs	The results of the suspension of Doug Moon. Several blows -- did not have much data on O/Ws. If these people are encountered, get their overts against us off and report having done so to HCO WW.
Jan 19, 1960 HCO B	CAUSE & EFFECT	B P I	News item sent in by Smokey Brand.
Jan 21, 1960 HCO B	JUSTIFICATION	Franchise Holders HCO Secs Assn Secs HCO and HASI Staff	When a person has committed an overt act and then withholds it, he justifies, i.e. lessens the overt. W/Hs are a sort of overt but have a different source. Criticism equals overts. Man is basically good. Write down O/Ws and send to LRH.
Jan 21, 1960 HCO B	RESPONSIBILITY	B P I Franchise Holders	The definition for auditing of the word "responsibility" is admit causing, able to W/H. Commands which may be used.
Jan 24, 1960 HCO B	OT PROCEDURE	All Staff Members	New OT procedure tested and released for Staff Clearing Course. Progress in US. New process for the HAS Co-Audit. Tape congress in the UK. Hard push on the UK.
Jan 25, 1960 HCO B	OT-3 PROCEDURE HGC ALLOWED PROCESSES	Cent Orgs	This bulletin supersedes all previous bulletins. When to run the CCHs Steps 1-10. Cautions. Important note re responsibility. Use on Staff Theta Clearing Course.
Jan 27, 1960 HCO B	DISSEMINATION TRAINING DRILL	Cen O	New TR developed in Washington by John Galusha to help staff disseminate.
<i>Corrected by HCO B Feb 12 1960</i>			
Jan 27, 1960 HCO B	SUCCESSES WITH LATEST DATA	Cen O Fran Holders	Extracts from staff letters to LRH giving results of using latest techniques and data.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Jan 28, 1960 HCO B	THE KEY TO ALL CASES - RESPONSIBILITY	HCO Secs Assn Secs Fran Holders dicates the process flat.	Important datum is that the TA is foremost in analysing the case. TA at clear read for M and F in
			Responsibility another important datum. Inversion of pc at clear read. Test for this is responsibility. E-Meter reads amount of mental mass. Misassigned responsibility. The only misassigned cause is self cause and this is the only aberrative one for the pc. Direct anatomy of responsibility. Decline of responsibility -- absence of E-Meter reads. No thetan will let himself go free unless he can operate without danger to others. Where this material is covered. Being used in PE Courses as well. New look in 1960.
Feb 2, 1960 HCO B	THE CO-AUDIT TEAM	B P I	The set up and preparation of a co-audit team. Items to be cleared up before tackling a case. The special aspects and handling of set up and running cases in a co-audit team.
Feb 4, 1960 HCO B	THEORY OF RESPONSIBILITY PROCESSING	Fran Holders HCO Secs Assn Secs	Power of choice is senior to responsibility. If will to do has deteriorated to unwillingness to do anything, lack of will is itself an aberration. How a person polices himself. How to handle an area in a person when he is having trouble or can't take responsibility. What happens when responsibility is rehabbed.
Feb 4, 1960 HCO B	OVERT MANIFESTATIONS IN A LOW TONE CASE	Cen O	Every high scaled manifestation has a low scale mockery. There can be an apparent clear reading on a case that has not been successfully audited. No overts will show up on the needle of this case. Handle the case and it comes up to responsibility properly. What a Clear check must include. How to handle.
Feb 4, 1960 HCO B	SUBJECT MATTER FOR INFRACTION SHEETS ALL PROFESSIONAL LEVEL SCIENTOLOGY COURSES	Cen O D of Ts	The topic for infractions for all levels of courses. Why. How valuable it has been already.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Feb 5, 1960 HCO B	PROCESSING THE MACHINE CASE	B P I	Letter from a Scientologist re handling a machine case. What the auditor found. How the pc was handled.
Feb 6, 1960 HCO B <i>Originally issued as Sec ED in Washington DC</i>	EFFECT SCALE (FOR USE IN ACADEMY INSTRUCTION)	Cen O	The use of the effect scale by the auditor to spot the pc on the tone scale. Enthusiasm to Apathy. Sub zero scale need not be taught on Comm Course but general outline given. Sub Apathy to -8.0.
Feb 8, 1960 HCO B	HONEST PEOPLE HAVE RIGHTS, TOO	M A Sthil Assn Secs HCO Secs Fran Holders	Insist upon your rights to live with honest people. Freedom is for honest people. The individual must not die in this machine age. The least free person. On the day when we can fully trust each other, there will be peace on earth. Be free, yourself.
Feb 10, 1960 HCO B	DEFINITION: THE STATE OF RELEASE	B P I	The State of Release may be said to be attained when all this life overts and withholds are off the case.
Feb 10, 1960 HCO B	BRITISH E-METER OPERATION	Cen O Con Place 1 in each British E-Meter	The data for the set up and use of the UK E-Meter made by Fowler and Allen.
Feb 11, 1960 HCO B	CREATE AND CONFRONT	Fran Holders HCO Secs Assn Secs D of P's D of T's Staff Auditors	The cycle of action, and the comm formula with axiom 10 become identified in the mind with one another. The pc who is having a difficult time is on an inversion of the cycle of action. Full data on 1st Melbourne ACC and are consecutive to Philadelphia Lecture Series. Create is a limited process. Pc has creation tangled up with cause and comm tangled up with O/M sequence. Havingness is a confront process and straightens out the create factor. Havingness and its relation to responsibility.
Feb 12, 1960 HCO B	CORRECTION TO HCO BULLETIN OF JAN 27, 1960 DISSEMINATION TRAINING DRILL	Cen O	Amendment to Clause 7 of the Stable Data section of this HCO B.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Feb 15, 1960 HCO B	SOME POINTS TO REMEMBER	Staff Auditors	Fifteen points listed with regard to processing which should be kept in mind.
<i>Added to by HCO B Mar 10 and Mar 18 1960</i>			
Feb 18, 1960 HCO B	HOW TO RUN O/W AND RESPONSIBILITY	Staff Auditors Fran Holders HCO Secs Assn Secs	The relationship of O/W and responsibility as they apply to life and auditing. Person who does an overt to another life form has already abandoned responsibility for it. How to run O/W and the processes to run. Attention now swinging to perfection of auditing. Person dug himself in, and lost sight of why, and is holding himself in a state of stupidity, aberration and even insanity. Further data.
Feb 19, 1960 HCO B	STUDENT AUDITORS CONTROL OF PCs	Cen O D of Ts	Hints on how to help student auditors in maintaining their pcs on a course.
Feb 19, 1960 HCO B	QUICK ON THE UPTAKE	B P I	Cutting from Time Mag. Sent from an Auditor to LRH. Comm lag on talking around someone under anaesthetics.
Feb 19, 1960 HCO B	LETTER FROM A PC	Cen O	Letter from pc to LRH pleased with processing he had at HGC London.
Feb 22, 1960 HCO B	"THE FOLLOWING LISTED AUDITORS SUCCESSFULLY COMPLETED THE SPECIAL HCS COURSE ..."	B P I	As title indicates. Conducted in Washington D.C. from Jan 4 to Feb 13, 1960.
Feb 23, 1960 HCO B	LETTER OF APPRECIATION	B P I	Results a pc had from auditing in Washington, DC.
Feb 23, 1960 HCO B	HPA COURSE CHANGE PROPOSAL TO LONDON	Cen O D of T's	Proposed HPA/HCA Course schedule made by LRH to D of T HASI London. Theory and practice laid out.
<i>Corrected by HCO B Feb 26 1960</i>			

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Feb 25, 1960 HCO B	THE MODEL SESSION	Fran Holders HCO Secs Assn Secs Staff Auditors For use in Academies All Courses	The necessity to have one. To start a session, rudiments and the parts. Starting and ending a process, repeated command, cognitions. Keep the pc in session. Take full responsibility for the session, a restless or ARC Breaky pc, ending a session, end rudiments. Final commands of session. Warnings. The essence of good auditing is smooth, confident control.
Feb 25, 1960 HCO B	SCIENTOLOGY CAN HAVE A GROUP WIN	M A B P I	The responsibility of each person for his overts and his relationship to society. How to handle and how we should handle.
Feb 26, 1960 HCO B	HPA COURSE CHANGE	Cen O D of Ts	Add "1 week CCH's" between "1 week Upper Indoc" and "E-Meter practice".
<i>Correction to HC0 B Feb 23, 1,960</i>			
Feb 27, 1960 HC0 B	THE FOUR UNIVERSES	B P I	How to give a person a good subjective reality on the four universes, physical universe, the body, the mind, theta.
Feb 28, 1960 HCO B	CCH TRAINING	B P I HCO Board of Review	HCO Board of Review in Washington has pointed out that some auditors from special courses may have received validation seals and may be eligible for Franchises and yet may never have received training in the CCH's. How to handle this. This training available at moderate charge.
Feb 29, 1960 HCO B	STUDENTS OVERTS	Cen O	Observation made by Jack Parkhouse when looking over HPA Course re the students -- needles and O/Ws. Method of handling.
Mar 1, 1960 HCO B	HPA COURSE CHANGE PROPOSAL TO LONDON	Cen O D of T's	Proposed change in HPA/HCA Course by LRH to D of T London. What's to be on the course.
Mar 2, 1960 HCO B	A TOUCH ASSIST,	M A	Letter sent in by Betty Turnbull of an assist given on child of 5.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Mar 3, 1960 HCO B	OT-3 A PROCEDURE HGC ALLOWED PROCESSES	Fran Holders Central Orgs	This bulletin supersedes all earlier bulletins. Any case that cannot adequately define simple words like help, change, problem, control, responsibility -- run the CCHs. Steps 1-12. Much of material is on DC 1960 HCS tapes. Use of the rundown should be taught on Staff Theta Clearing Course.
Mar 4, 1960 HCO B	A MARRIAGE CO-AUDIT	Cen O PE Directors	Data from Marcia Carroll, Dir PE in Washington reports good results re running a Marriage Co-Audit.
Mar 7, 1960 HCO B	WHY PIN TIME?	M A	Article by John Sanborn on why we pin time.
Mar 9, 1960 HCO B	OPERATION OF BRITISH E-METER (BLUE MODEL MK II)	Cen O Send one with each E-Meter	How to operate, set up and use the British E-Meter (Blue Model Mk II).
Mar 9, 1960 HCO B	EXPANSION OF OT-3A PROCEDURE STEP 2. HGC ALLOWED PROCESSES	Fran Holders Central Orgs	Step 2 of OT-3A Procedure. The use and commands of Cause ARC Straight Wire, Cause Elementary Straight Wire, and Duplication Straight Wire.
Mar 10, 1960 HCO B	SOME POINTS TO, REMEMBER	Staff Auditors (All Staff info)	Addition made to points 4, 5 and 6 of HCO B Feb 15, 1960.
<i>Amends HC0 B Feb 15 1960</i>			
Mar 12, 1960 HCO B	APPRECIATION	B P I	Letter of appreciation received from Field Auditor in SA, and sent to SH by Alison Parkhouse.
Mar 15, 1960 HCO B	HPA SCHEDULE	Cen O	Approved HPA Curriculum and time table approved for the Academy in London.
Mar 17, 1960 HCO B	AN AUDITING WIN	B P I Central Orgs	Intensive success of Field Auditor using the CCHs.
Mar 17, 1960 HCO B	STANDARDIZED SESSIONS	Fran Holders	Standardized sessions give the pc confidence, and second reason is duplication. The basic freeing action of auditing. The basic overt act. The reason a thetan dies. The reason and use of the



<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Mar 18, 1960 HCO B <i>Addition to HCO B Feb 15, 1960</i>	SOME POINTS TO REMEMBER	Staff Auditors	of havingness. The primary targets of auditing. A person gets as able as he regains confidence.
Mar 18, 1960 HCO B	CREATING THINGS	M A	Further data to be added to Nos 4, 5, 6 and 8.
Mar 21, 1960 HCO B	RESEARCH PROJECT	M A	Article by Mildred Galusha regarding creating things.
Mar 24, 1960 HCO B	GOALS IN THE RUDIMENTS	Fran Holders HCO Secs Assn Secs All Staff Auditors D of P D of T	A session is a cycle of action. Has to be started, continued and ended properly or else pc is in continuous session. Rudiments. Goals in the rudiments and their importance. Details of why.
Mar 28, 1960 HCO B	LETTER FROM WING AND SMOKEY ANGELL	B P I	How Wing and Smokey Angell have been running a successful HAS Co-Audit.
Mar 30, 1960 HCO B	INTERROGATION (HOW TO READ AN E-METER ON A SILENT SUBJECT)	All Auditors in South Africa Cen O Con	As per title. How to use also on reporter, rioter, etc. How to handle passive resistance.
Mar 31, 1960 HCO B	THE PRESENT TIME PROBLEM	Fran Holders	Every person has PTPs at times. When they occur. It's the PTP that sticks the graph. What the PTP is. Definition of PTP. Processes on PTP's. Confusion and stable datum. The dual universe. Out of session.
Mar 31, 1960 HCO B	ELECTRODE IMPROVEMENT TIP	B P I	Tip from Smokey Brand. How to fix cans so that clips won't come off in session. Diagram.
Mar 31, 1960 HCO B	THE HUBBARD CO-AUDIT CONTROL PANEL	B P I Franchise Holders	As per title. Made by Charles Berner. OKed by LRH for use in Co-Audits. Where to obtain. Not HCO WW.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Apr 1, 1960	HUBBARD APPRENTICE SCIENTOLOGIST	B P I	Requirements and proposed re HCO B Requirements for HAS, HPA/HCA and BScn/HCS.
Apr 1, 1960 HCO B	SOME POINTS OF THEORY	B P I	Smokey Brand's notes on dub in, field, Axiom 30, plus a suggested new version of the Reality Scale.
Apr 1, 1960 HCO B	ROUTE TO SUCCESS IN SCIENTOLOGY	M A Franchise Holders	Mildred Galusha writes about how the orgs give service and how to do it. The use of Communication, the Tone Scale, Codes etc. ARC.
Apr 7, 1960 HCO B	A NEW SUMMARY OF AUDITING	Franchise Holders All Staff Auditors Note HCO Secs send to every Certified Auditor in your area	What a good result in auditing depends on. LRH feels we've had it made on tech but still have the problem of auditor application. The first and foremost rule of auditing is find something the pc can do and process him to improve that ability. Build his confidence back. Further data. What a session depends on. The gradient, a possible chart.
Apr 7, 1960 HCO B Issue II	IMPORTANT CHECKSHEET FOR HGC	D of Ps Cent Orgs	The checksheet and its use in HGC. It does not supplant the Auditor's Report, but is turned in with the report. Purpose of the checksheet.
Apr 11, 1960 HCO B	ACC TR	Cen O	Security Check TR developed for 1st Joburg ACC by LRH and the ACC Instructors.
Apr 11, 1960 HCO B	NEW TRAINING SCHEDULE	Assn Sec HCO Sec D of Training Hat	Based on 8 weeks the new training line up -- Comm Course, Upper Indoc, Model Session, CCH's, V- VIII. Theory and practice as per London HPA/BScn tapes. How to teach. Why a pc is ill. Reactive self restraint is the purpose of all engrams. This must be replaced by analytical control. Teach the student to get little wins to make big wins.
Apr 12, 1960 HCO B	HUBBARD APPRENTICE SCIENTOLOGIST	B P I Cen O Con	The exam that must be passed for the HAS Cert to be awarded in the future. Details -- Co-Audit examination. To be completed by HAS Co-Audit Instructor.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Apr 14, 1960 HCO B	NEW P.E. DATA	Assn Secs HCO Secs PE Director Hat Franchise Holders	Supervising PE Co-Audit. All pcs on one meter developed by Charles Berner. Assessment, processes, procurement, HAS certs. Summary.
Apr 19, 1960 HCO B	TIME-TABLE OF H.P.A. COURSE	Assoc Secs HCO Secs for info Dept Heads	HPA schedule as currently taught in the Academy Melbourne.
Apr 20, 1960 HCO B	PROCESSES	Cen O Fran Holders	Dick Halpern has sent a dispatch to Ron in which he states that Cause Elementary Straight Wire is most suitable for raising low tone arms, while Duplication Straight Wire is most suitable for lowering high tone arms. The commands for these two processes.
Apr 21, 1960 HCO B	PRE-SESSION PROCESSES	Fran Holders	Purpose of pre-session processes. Seven types of person to use them on. Four types of pre-session. The need for these in a session. The use of CCHs and Model Session -- how pre-sessions could be used. Processes. And then follow the gradient scale of gain. Summary.
Apr 22, 1960 HCO B	FLATTENING TERMINALS	B P I	John Galusha makes some important points with regard to flattening terminals.
Apr 25, 1960 HCO B	A GOOD SESSION	B P I	Result an American auditor received on being processed on "you make that body sit in that chair".
Apr 29, 1960 HCO B	THE SCIENTIFIC TREATMENT OF THE INSANE	Auditors of South Africa	How to handle insanity -- examples. How Scn could, and can, handle.
Apr 30, 1960 HCO B	A.C.C. TRs	Central Orgs	ACC TRs. E-Meter drill (revised). ACC E-Meter Drill Check Sheet. E-Meter Hidden Date (revised). E-Meter Dating. Tips on inter rogation. Nine points.
May 3, 1960 HCO B	CALLING ALL AUDITORS	B P I	World Wide survey of auditing results to isolate the factors which are preventing optimum gains.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
			Two major points showing up. Auditors not getting their pcs into session and auditors not flattening the process. Help needs to be run. Flatten PTPs, don't audit over an ARC Break and continue to flatten every process you run and you must win.
May 5, 1960 HCO B	HELP	All Fran Auditors Assoc Secs HCO Secs	Help appears to be the make break point between sanity and insanity. How this shows up in children. The point this shows up on the tone scale, i.e. 2.0. The psy chiatrist usually finds himself betrayed. How to clear the Help button. The processes to run. Help and problems. Help and be trayal. All pcs can be helped -- even when in the middle of engram. Clean up help until the meter is free on the subject.
May 6, 1960 HCO Horticultural Bulletin	FIFTH DYNAMIC RESEARCH	B P I	LRH work on plants written by Derek Shuff.
May 6, 1960 HCO B	ACADEMY CHECK SHEET	Central Orgs	Copy of the checksheet used in the Academy at DC.
May 6, 1960 HCO B	HPA/HCA TAPE SCHEDULE	Central Orgs	Copy of the tape schedule being used at the DC Academy.
May 7, 1960 HCO B	EARMARKS OF A HOT TERMINAL	B P I	Hints on how to recognise a "hot" terminal summarised by Jan Halpern from lectures and conversations of LRH. E-Meter, body, emotion, knowingness, mock-ups, time and problem.
May 7, 1960 HCO B	MARRIAGE CO-AUDIT	B P I	Extracts from a dispatch from Andy Bagley HAS Co-Audit Instructor in Washington, regarding the successful Marriage Co-Audit he is handling in DC.
May 10, 1960 HCO B	OUR TECHNICAL PROGRAMME	HCO Secs Ds of P All HGC Auditors	This applies to all HCO and Central Org Staffs everywhere. Who not to have on staff, why. Now that O/Ws are well in, staff will be getting Help. List of processes for staff and for HGC pcs. CCHs, Havingness. What is to be done on the field. LRH's pgm for staff and how long it will take.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
May 10, 1960 HCO B  <i>Corrected by HCO B Feb 3, 1967</i>	SCALES	B P I	Jan Halpern has compiled an up to date list of the various scales used in Scientology. Emotional Tone Scale, C-D-E-I Scale, Effect Scale, Havingness Scale, Expanded Know to Mystery Scale, Scale of Identification, Scale of Knowingness and Reality - Spotting by E-Meter.
May 10, 1960	CALLING AUDITORS	B P I ALL	LRH idea and auditor idea of pre sessioning not the same. Clear help with the pc by the steps listed. Result expected -- further data. Run help flat.
May 11, 1960 HCO B	CALLING ALL AUDITORS	B P I	Clarification on difference between a nul needle and a free needle. How help processes may achieve this. No process is a substitute for an intelligent well trained auditor. When the meter says the process is flat, it's flat.
May 12, 1960 HCO B	HELP PROCESSING	Franchise Holders HCO Secs Assn Secs	Help is the only common denominator the world can understand. How O/Ws and Help relate and are run. Why 5 way help cleared people. Help O/W. Use of pre-session and help in the HGC. Apply what you know
May 19, 1960 HCO B	HOW HELP BECAME BETRAYAL	Franchise Holders HCO Secs Assn Secs	Help is the button the world spun in on a few million years ago. It's where we find our pc. Help is betrayal. The cycle. Helping only victims. Prediction of cleared staff and a large part of Earth- Help is just help.
May 26, 1960 HCO B	CALLING ALL AUDITORS ABOUT HELP	B P I	Further data on Help. Results from London good. Coverage of the salient points of the rundown. Run every terminal contacted to a nul needle. Forward all info to LRH, plus any problem with the Help process.
May 26, 1960 HCO B  <i>Supplemented by HCO B Feb 1, 1961</i>	SECURITY CHECKS	Franchise Holders HCO Secs Assoc Secs	Notes taken by Org Sec of DC at SH re Security Checking. LRH issued 10 points of interest and value.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
May 28, 1960 HCO B	"BY THEIR ACTIONS ..."	B P I M A	How to tell by actions whose side another is on. Based on ability to help. The good can help -- the bad "help" only to betray. This is the test.
May 30, 1960 HCO B	DYNAMIC ASSESSMENT ON HELP	B P I	How to do a Dynamic Assessment on Help. Written by Marilyn Routsong after observing a demonstration by LRH.
June 2, 1960 HCO B	DYNAMIC ASSESSMENT ON HELP	B P I Franchise Holders	How to do a Dynamic Assessment on Help. Written by Marilyn Routsong after observing a demonstration by LRH.
June 9, 1960 HCO B	THE BASIC ASSUMPTIONS OF SCIENTOLOGY VERSUS OVERTS	Fran Holders Central Orgs HCOs	<p>The entire secret of all O/W mechanisms is valences. If the pc were in no valence he would have a perfect test response and be Clear. One becomes aberrated only by means of his own, not another's actions. We have examined and improved our assumption points. By being in a valence, not himself, a person confuses the source of pain. For pain to persist one must be in a valence.</p> <p>Only a being with valences has his overts recoil on him. Only a being with valences commits overts harmful to others.</p>
June 10, 1960 HCO B	WHAT WE EXPECT OF A SCIENTOLOGIST	M A	As per title. Details given. Scientology is the only game on Earth where everybody wins.
June 10, 1960 HCO B	HGC PRECLEAR ASSESSMENT	All HGCs	Pick up any cases that have been in processing more recently by starting them again on the first terminal they were ever run on. HGCs get the toughest cases and all the old time cases. HGCs do more patch-up than virgin work. Further data.
June 16, 1960 HCO B	HINTS ON RUNNING CASES WITH HELP	Franchise Holders	Presession Help, Two Way Comm, Rudiments Help, PTP, Assessment. Flatten the terminals. Help as a valence problem. Finishing off a difficult terminal. General processes. The idea is to run help and run it flat.
June 16, 1960	CALLING ALL	B P I	Further data on Help -- how to

HCO B

AUDITORS  
ABOUT HELP

run and what to do.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
June 21, 1960 HCO B <i>Revised by HCO B Apr 18, 1967</i>	RELIGIOUS PHILOSOPHY AND RELIGIOUS PRACTICE	M A	Definition as per title. How this relates to Scn. Article written by John Fudge, Dir of Promotion and Registration in Washington DC. Could be used as a magazine article.
June 22, 1960 HCO B	CERTIFICATE CHECK SHEET	Cen O	Routing form and checksheet for Academy for use in all HCO's and Central Orgs. The routing form itself.
June 23, 1960 HCO Horticultural Bulletin	FIFTH DYNAMIC RESEARCH	B P I	Mutation research. LRH is negotiating with Allied Electrical Industries for an X ray unit for carrying out plant mutation tests. Data on seed germination and plastic greenhouses.
June 30, 1960 HCO B	CREATE AGAIN	Franchise Holders	Basis of reactive mind is creative ness done below the level of aware ness. The source of all engrams. How the bank got toughened up be fore help was flat. If the person is in any valence he is victimised by his own creation. When a person is Mest Clear. Several things that reduce the toughening up of a reactive mind. How to handle.
July 5, 1960 HCO B	CALLING ALL AUDITORS ABOUT HELP	Cen O Fran Holders	How the Factors give us a look at the fundamentals of Clearing. Somewhere along the line a theta made the consideration that too big an effect was dangerous to survival. How the theta "handled" it. And so starts the dwindling spiral. Basic overt act. Our own resistance to pain holds it there.
July 6, 1960 HCO B	CALLING ALL AUDITORS ABOUT HELP	B P I	LRH has achieved Clears as a regular thing. Difficulty of auditors achieving Clears. Many steps and actions that LRH has taken to enable auditors to be able to clear. To assist, auditors must get help run on them selves. Keep auditing, don't have a case while you're auditing, but get cleared.
July 6, 1960 HCO B	MAKING CLEARS AND PICKING UP HGC QUALITY (TO THE HCO	HCO Secs Assn Secs D of Ps	To improve the auditing results of an HGC -- a pgm laid out to be put into effect. While doing pgm put Regimen I into effect and only

SEC: IMPORTANT)

permit auditors to do it till  
they've had excellent results on  
several pcs. Summary.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
July 7, 1960 HCO B	THE ASSESSMENT OF HELP	Fran Holders	Still searching for most adequate and fastest method of running Help. Very restimulative for auditors to run when not flat on them -- need for Staff Theta Clearing Course or staff co-audit going fast on a supervised basis. The need to flatten on earlier terminals (slow or later ones). Why. Help is the basis of all association and association leads to identification. Failure to help is what is aberrative. Any help run is a gain. Keep a very close record on help run. Dynamic assessment on help. The data. Help is the last thing that folds up on the dwindling spiral of aberration. When interest, comm, control and help are gone, that's it.
July 14, 1960 HCO B	CURRENT RUNDOWN CONCEPT HELP	Fran Holders (1953).	Concept processing is very old Original version of concepts. Modern version of concept Help O/W. Value of concept Help, below level of articulated thought. Concept Help is unlimited. Alternate confront. Scale of what is right with a pc and the items which make them decline. Recovery of past skills. Odd ball processes.
July 15, 1960 HCO B	ASSESSMENT QUESTIONNAIRE	HCO Secs Assoc Secs Dir Prom Reg	Assessment questionnaire to be sent to all people on the mailing list. The questionnaire itself.
July 20, 1960 HCO B	SOME RECENT CASE HISTORIES	Franchise Holders Central Orgs	The histories and the results listed. Correction to name: Dick Foster not Vic Foster on HCO B June 30, 1960.
July 21, 1960 HCO B	SOME HELP TERMINALS ASSESSMENTS	Franchise Holders	Basic method of finding a help terminal, E-Meter and ordinary or dynamic assessment. Terminals by profession. Assessment by goals. Recovery of past skills. Oddball processes.
July 27, 1960 HCO B	DOUBLE ACTION CYCLES	Fran Holders	Further data on LRH's research line. Old action cycles. Survival is the apparenacy of creating. Double cycles. Violation of duplication. Use in processing.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Aug 3, 1960 HCO B	CALLING ALL AUDITORS	B P I	Basis of all aberration. Life a free interchange between life forms. Theory. Victims - O/M sequence. Man is basically good. Help is the basis of all identification and the key to unravelling the reactive mind. Use concept help as an undercut. Weak points of processing listed - 5 in all. Two nevers.
Aug 4, 1960 HCO B	REGIMEN I	Fran Holders	Regimen I for general field use. Regimen I and its relation to Model Session. Regimen I in detail. General requirements. Use of TRs and Op Pro by Dup.
Aug 5, 1960 HCO B	STICKING TO THE RUNDOWN ON "WHEN ALL ELSE FAILS - TRY DOING WHAT RON SAYS"	Assoc Secs D of Ps D of Ts Staff Auditor	Stable data to be used. Points 1-5. "When all else fails -- why not do as Ron says"
Aug 9, 1960 HCO B	EPITAPH	B P I	The gains a man in a reformatory made after getting some auditing while on parole. The difference between a psychologist and a Scientologist and what a Scientologist can do detailed.
Aug 11, 1960 HCO B	THE LAWS OF ASSESSMENT	Franchise Holders	The most important part of auditing is assessment. Three laws of assessment and their importance. Laws I, II and III, described in detail and how to use.
Aug 18, 1960 HCO B	VITAL INFORMATION	HCO Secs Assn Secs Franchise Holders	All apparent dynamics on people are inverted from their 6th dynamic and the theory of confusion and stable datum is paramount. Rundown given. Mest Clear, Theta Clear, and OT routes.
Aug 25, 1960 HCO B	POWERFUL PRESESSION ADDITIONS HCO Secs	Franchised Auditors Assn Secs	LRH has been filling in some points of Presession altitude for students on the 1st SH ACC. Had to be resolved what altitude is. New pre session step at the level of control. The TA that should develop in session. Presession control processing. The processes and how to run them, for presession, interest, help, control and communication. TA is the clue on

the presession control process.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Aug 25, 1960 HCO B Issue II	NEW DEFINITION OF PSYCHOSIS	-	As per the bulletin. Someone who is psychotic cannot receive an order. Help is obsessive. The psychotic will not receive the orders that bring real help.
Aug 26, 1960 HCO B	REGIMEN TWO	1st St Hill ACC HCO Secs Assn Secs Meter.	Regimen two requires no assessment. How it is run. Model session, assessment, Clear indication, steps of Regimen Two. Use of the E
Aug 26, 1960 HCO B	OCA RELIABILITY TEST	Central Orgs D of Ps	Test sent in by John Damonte D of P at HGC London to find out how reliable an OCA is. Can be used as a check. A key will be sent separately to each D of P.
Sept 1, 1960 HCO B	PRESESSION TWO ACC	Franchise Holders Students Ds of P Assn Secs HCO Secs	Reshuffling of theory. Presession Two is not composed of new processes but is a new combination. It cannot be run without a good E-Meter. When pc has been steadied at his clear reading by many sessions of Presession Two then Regimen Two may be embarked upon. How to run. The processes the E-Meter reads. An auditing pre session. Summary.
Sept 8, 1960 HCO B	THE PRE- SESSIONS OF THE 1st SAINT HILL session II is for. Presession	Fran Holders	1st St Hill ACC very successful. Regimen 3 being run on higher cases -- preceded by presessions. New Regimen 3, 3V. What Pre ACC V-VII for more difficult cases. Presession VIII IX have not been used. Commands for Presessions II-X. Further data.
Sept 15, 1960 HCO B	THE TONE ARM	Fran Holders	If you haven't got an E-Meter, you can't clear people. Can't tell whether a case is really moving or whether a process is biting. Ten truths with regard to the E-Meter or TA. TA tells you, by its motion, the extent of case advance long before you get another graph. If the case isn't gaining try another objective havingness process.
Sept 15, 1960 HCO B	LATEST DATA ON HAVINGNESS	Tech Hats HCS Students	The latest data on havingness. What it is.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Sept 19, 1960 HCO B	ACC LECTURE TAPES	D of Ts D of Ps HCO Secs	1st SH ACC lecture tapes should be in orgs possession for staff use. Played to HGC staff auditors Assn Secs and the staff. They give Scn Theory 67. To whom the tapes are played. Immediate pgm for faster HGC gains.
Sept 19, 1960 HCO B	CAPTIVE BRAINS	B P I	Pity the poor Scientist, he is a captive brain. All he is permitted to do is slave -- how this is. How he must deny all further responsibility for his creation. Once scientists stood for truth -- now they serve economics and political greed. Further data on this. Scientolo gists go into the teeth today of the greatest slavery of them all, the slavery of thought.
Sept 20, 1960 HCO B	PRESESSIONS: XI-XXXI	Fran Holders Central Orgs	As per title. Listed. How to use.
Sept 22, 1960 HCO B	PRESESSIONS AND REGIMENS	Franchise Holders Central Orgs	Presessions XXXII to XXXV and a list of the commands of Regimens 1-6. How to handle.
Sept 22, 1960 HCO B	ANNOUNCING NEW TECHNOLOGY	Fran Holders M A	New technology developed on the 1st SH ACC. All cases now included in clearing. The key to all cases is inability to have. New mile stone in Scientology. List of names of those who attended 1st SH ACC.
Sept 23, 1960 HCO B	ORDER AND OF HAVINGNESS AND CONFRONT	HGCs	How to test and use the havingness and confront commands. What they should do on the meter. Use of CCHs, O/Ws, PTPs, ARC Breaks. How to make up a regimen. Definition of pc's havingness, Help and Confront processes. Havingness commands in order of test for pc's, confront commands in order of test for pc's. Further data.
Sept 26, 1960 HCO B	GETTING OFF O/Ws	Central Orgs	Letter Alison Parkhouse used to get auditors to send in their O/Ws. LRH requests each Central Org send out copies of the letter to each auditor in their area. The letter. Third Dynamic ARC.
Sept 27, 1960	SUPERVISION	Central Orgs	Idea from Peter Cowell re co-audit

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type of switchboard. Detailed in  
HCO B.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Sept 28, 1960 HCO B	TIPS ON HOW TO CRACK AN HGC CASE	Central Orgs HGCs	Run lots of "what question shouldn't I ask you?" and get all off. Find and solve PTPs, O/Ws on terminals involved. Lots of O/W. Failed help. Further data -- havingness pro cesses and confront processes.
Sept 29, 1960 HCO B	HAVINGNESS AND DUPLICATION	Franchise Holders	Havingness is apparently the willingness and ability to duplicate in all senses of the word. That which makes commun ication work is the duplication part of the comm formula. How this relates to the position of the being on the tone scale. Further data on havingness and duplication. People go out of PT because they can't have most of it. PT is the only referral point that exists. In its absence all becomes "bank".
Oct 6, 1960 HCO B	THIRTY SIX NEW PRESESSIONS	Fran Holders	This material was developed for the 1st SH ACC. The presessions may be subject to revision. Further data. The presessions listed as developed.
Oct 10, 1960 HCQ B	STAFF THETA CLEARING COURSE	Central Org	Notes by John Damonte on how to run the Staff Theta Clearing Course. Supervisors duties, how to run sessions as per HGC run downs. Some additional items to all the bulletins of this rundown.
Oct 13, 1960 HC0 B	SCRIPT OF A MODEL SESSION	Fran Holders	Why a Model Session is a Model Session -- not to be varied and to be known by heart. Mark of well trained auditor -- runs out earlier sessions. This does not enjoin against two way comm. Start of session, rudiments, en vironment, auditor clearance, PTP, starting a process and ending a process. Commands, cognition, end rudiments, final comments of session.
Amended by HCO B Oct 20, 1960			
Amended by HCO Bs Nov 11, 1960 and Jan 23, 1962 Cancelled by HCO PL Mar 1, 1961, and HCO B Mar 21 1961			
Oct 18, 1960 HCO B	TERMINAL STABLE DATA	HCOs Central Orgs	Terminal chosen must fall on meter, fit pc's case (interest) cover lots of track, avoid adjectives. Run any terminal assessed flat before any reassess ment.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Oct 20, 1960 HCO B	THEORY 67	Fran Holders	All cases (and banks) are an inversion of the 8 dynamics into the Sixth Dynamic and they invert into the Seventh. Better sense to take 6th dynamic off the 7th than 7th off the 6th. The new presessions and the new definition of havingness came out of Theory 67. Target of 67 is Mest. Further inversions.
Oct 20, 1960 HCO B	SUPPLEMENTARY BULLETIN	Central Orgs	See amendments as stated.
<i>Amends HCO B Oct 10, 1960</i>			
Oct 20, 1960 HCO B	HPA/HCA PREPARATORY COURSE	Central Orgs D of Ts Registrars	Idea originated by Tony Dunleavy, D of T in Perth as incentive to students who find it hard to "start" the HPA course.
Oct 26, 1960 HCO B	AN AUDITING WIN chised auditor.	B P I	Auditing win of 16 year old boy in an intensive with a US fran
Oct 27, 1960 HCO B	REVISED CASE ENTRANCE	Franchise Holders	Only difficulty LRH is having in SA is compliance with the auditing rundown so if cases aren't moving look for gross auditing errors. Ensure havingness process is OK. Points covered. Three rules. Exception. Failed Help -- lowest verbal entrance process. Help most effective version of taking responsibility. For average cases. Poor cases, low cases.
Oct 31, 1960 HCO B	PROCESSING BY CORRESPONDENCE	B P I	How an American auditor processes a pc 1500 miles away by correspondence. What she did and the results over 5 months.
Nov 3, 1960 HCO B	FAILED HELP	Franchise Holders	The most sensational case cracker of all time is Failed Help. How to use it. A lower dichotomy. Do not expect big changes at first. Useful for cases we've found hard to start before.
Nov 10, 1960 HCO B	FORMULA 13	Franchise Holders	Formula 13 uses Failed Help as the confront process and O/W on specific PT terminals as the havingness process. Further data on failed help and O/W. Essence

of running Formula 13. Best case undercutter so far. Recommended and urged for all HGCs.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Nov 11, 1960 HCO B <i>Amends HCO B Oct 13, 1960</i>	CHANGE ON MODEL SESSION	All Orgs Franchise Holders	Typo found in HCO B Oct 13,1960 under "Starting a Process". The line to be deleted.
Nov 12, 1960 HCO B	CLEARING ROUTINE	Rush to all Central Orgs From S.A.	St Hill reissue as HCO B 8 Dec 60. 26 musts that must be adhered to if Clears are to be made.
Nov 17, 1960 HCO B	STARTING CASES	Franchise Holders	Key to fast, high results is "pc in session". Various degrees of being out of session. See pre session one. Various forms of out of session and how to handle. Definition of "In Session". These two factors must be estab lished from the start. All the clever processes there are will fail if pc out of session. Ex ception to case interest -- when pc hits boredom, must push the pc through. Get the pc into session.
Nov 18, 1960 HCO B	PRECLEAR ASSESSMENT SHEET	HGC Admin All Staff Auditors D of P	As per title and as per the form. How to do it, what it is, its purpose. The form itself.
Nov 20, 1960 HCO B	HAS CO-AUDIT ENDED	B P I Franchise Holders	HAS Co-Audit is suspended after long trial. Why. Five points as to why the Co-Audit has been sus pended. There will be new pro gramme. Use old Group Processing. HAS Co-Audit may yet return.
Nov 21, 1960 HCO B	"COPY OF LETTER FROM MARY SUE HUBBARD TO L. RON HUBBARD	Central Orgs HGCs Heads of Dept D of P Staff Auditors	MSH observations as to what auditors are doing wrong about cases (as D of P Johannesburg). 4 different points, and her sug gestions as to what could be done about it.
Nov 22, 1960 HCO B	DIGEST OF ORGANISATIONAL ACTIVITIES FOR A RECENT WEEK	Central Orgs	HGC results for a recent week. Staff Theta Clearing Reports. Training Reports. Comment from Ron.
Nov 22, 1960	A LOOK AT THE BASIC RUNDOWN	Central Orgs Franchise Holders	What prelude is needed to happyHCO B ness and ability. What prevents this. How to handle. Auditor intention to help the pc is the most important of auditing.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Nov 24, 1960 HCO B	THE UNMOVING CASE	Franchise Holders	The variations needed to handle the (1) hypercritical case, (2) the big withhold case (3) the case that wants no processing. How to handle each of these. Follow them up by Formula 13.
Nov 25, 1960 HCO B	THE NEW P.E.	Central Orgs Franchise Holders	New PE write up for PE Course written by Frank Belling in Joburg at LRH request. Current PE Course curriculum.
Dec 1, 1960 HCO B	NEW FORMULAS	Franchise Holders	Formula is a method of getting a case started. Nos. 13, 14 and 15 listed in order of development. Regimen is the workhorse combination of processes that boosts the case to Clear after it has been started. Regimen 3 and 8 stated. All Formulas and Regimens are run in model session.
Dec 2, 1960 HCO B	SCIENTOLOGY IN A SCHOOL	Franchise Holders	Results of before and after tests in a private school, after the use of Creative Learning.
Dec 3, 1960 HCO B	CLEARING ROUTINE	Franchise Holders	This Clearing routine must be adhered to if Clears are to be made. They are musts. 26 points listed.
Dec 9, 1960 HCO B	RESUME OF REPORTS FROM ORGS	Cen Orgs	Reports from HGCs, Training and Staff Theta Clearing Courses of orgs.
Dec 15, 1960 HCO B	PRESESSION 37	Franchise Holders	A presession is run without a model session. Presession 37 is a method of getting off with holds. What a formula is. What Formula 16 is. What Formula 17 is.
Dec 19, 1960 HCO B	PE CHANGE	SA - Joburg - Durban Capetown All Central Orgs	Disregard PE Free Course Data in HCO B Dec 29 1960. Other materials in that HCO B are valid. New PE Course and Test eval line up of how this will be done. Contents of PE and HAS Co-Audit. Purpose and what to get done.
Dec 22, 1960 HCO B	HAS CO-AUDIT RESUMED	Franchise (Merry Christmas)	LRH is testing a new series of processes for HAS Co-Audit. Three points regarding how HAS Co-Audit

cases stalled. New Co-Audit processes due to be released soon. Further data.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Dec 22, 1960 HCO B	O/W A LIMITED THEORY	Franchise	O/W only applies to a strata of existence and stems from failures to help. Physics law of interaction. The forces of two beings only come into dispute after they have first joined. Cycle, from independent beings to being critical of self. Further data and processes.
Dec 29, 1960 HCO B	THE NEW PE AND THE NEW HAS CO-AUDIT	Franchise Holders	The new HAS Co-Audit takes company in a PE Foundation with the free PE Course, the new Anatomy of the Human Mind Course (requisite for HPA/HCA) and a tape play. People who take a free PE and an Anatomy Course get an HAS Certificate. HAS Co-Audit Process I. HAS Co Audit Process II. Both new powerful processes.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
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Jan 5, 1961 HCO B	O-W A LIMITED THEORY	Franchise Holders	Amended version of HCO B Dec 22, 1960. O/W applies only to a strata of existence and stems from failures to help. Cycle listed. Worry Cure Process. O/W not a senior law of the Universe.
Jan 12, 1961 HCO B	NEW HELP DATA	Franchise	Failure to help on the various dynamics can bring about confusion of identities. How it is resolved by the thetan. End product of failures to help. Further data -- processes to be tried.
Jan 16, 1961 HCO B	TRAINING RIGHTS	Franchise Holders Central Orgs for info	Rights to train to level of HCA/HPA will not be granted to the field in future. This has not been handled well. Anatomy of Human Mind released to auditors to run.
Jan 19, 1961 HCO B	ADDITIONAL HAS PROCESSES	Franchise	Processes for the HAS Course, III to VIII. How to run. Newcomer to fill out goals sheets once a week and instructor should pay attention to it in choosing processes.
Jan 23, 1961 HCO B <i>Arnends HCO B Oct 13, 1960 Script of Model Session</i>	ADDITION TO SCRIPT OF A MODEL SESSION	Franchise Central Orgs ACC Students	Two points on Model Session script amended, 3A added. Ending a process changed.
Jan 25, 1961 HCO B	HANDLING OF RUDIMENTS	Fran Holders	How to handle goals in the rudiments. Also additional data on handling environment, auditor clearance, O/W, PTP and PTP of long duration. Processes.
Jan 26, 1961 HCO B	THE "ULTIMATE" PROCESSES	Franchise	Ultimate Processes, when they can be run on the pc, now exist. When they can be run. Ultimate Processes 1-6. How they should be run, in what form.
Jan 28, 1961 HCO B	NEW ASSESSMENT SCALE	Cont HGCs Copy to Sthil Eventual Franchise Tech	LRH has developed a new assessment scale which takes in most possible formulas and regimens. The scale itself. Its use.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Feb 1, 1961 HCO B	SECURITY CHECKS	HCO Secs Assoc Secs	Notes on Sec Checking written by Denny Gogerly, Dir of Government Relations. Points 1-13.
<i>Supplements HCO B May 26, 1960 same title</i>			
Feb 2, 1961 HCO B	UK CASES DIFFERENT	Franchise	Restudy of English case by LRH while in SA: UK case early requires a lot of S.C.S. or 8-C and havingness between Formula and starting the regimen. UK case tends strongly to alter-is a command. Addition in HGC London. Use of Op Pro by Dup, 4 parts to SCS now instead of 3 -- re stand still.
Feb 2, 1961 HCO B	COMMAND SHEET PRE HAVINGNESS SCALE	HCOs HGCs ACCs	Commands conditionally developed by LRH for use with the Pre Havingness Scale. The commands are given in reverse order to scale.
Feb 9, 1961 HCO B	NEW PRESESSION DATA AND SCRIPT CHANGE	Franchise	Use of Presession 37 should be limited to about 2 hours per week. As a case progresses it becomes conscious of more W/Hs. Model Session script change. W/H goes into the rudiments. Formula 19 a better thing to slug a case with than Presession 37.
Feb 16, 1961 HCO B	FORMULA 19	Franchise	Purpose of Formula 19. Its use and when. What it improves. What it consists of, the commands, and how to run.
Feb 18, 1961 HCO B <i>Modified by HCO B Mar 31, 1961</i>	S.O.P. GOALS MARVELLOUS NEW BREAKTHROUGH BE-DO-HAVE COORDINATED	HCO Secs Assn Secs Ds of P All HGC Personnel All Auditors Auditing Staff All 22 American ACC Students All 3rd S.A. ACC Students	To be used on all staff cases now. Developed for 3rd South African ACC. Take note of what was being run for later application. S.O.P. Goals Intensives. The seventeen steps of running a goal. How the process works in relation to Be, Do and Have. TA movement is the keynote to case gain. Cases don't move well when heavy W/Hs or PTPs are present. Example. We want Clear staffs.
Feb 20, 1961 HCO B	IMPORTANT DATA ON GOALS S.O.P.	Cen O Con Tech	What it's vital to know about cases being run on Goals S.O.P. on the Pre Hav Scale. Flatten

every terminal started. When a goals terminal is flat.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Feb 23, 1961 HCO B	PT PROBLEM AND GOALS	Franchise	It will be found that PTPs are often disclosed by the goals announced by the pc. PTP can totally stall a case -- only W/Hs PTPs and ARC Breaks (GAEs) can stop a case now. Definition of problem, and PTP. Examples. Dianetic assist is Presession 38.
Mar 1, 1961 HCO B <i>Cencels HCO B Oct 13, 1960 same title</i>	SCRIPT OF A MODEL SESSION	Franchise Holders Central Orgs	Script of Model Session brought up to date. Model Session is model session because of "patter", not because of specific processes, Start of session, rudiments, start of process, end of process, repeated commands, cognition, end rudiments, end of session. Notes 1-25.
Mar 2, 1961 HCO B	NEW PRE-HAVE COMMAND	HCO Secs Assn Secs Ds of P All HGC Personnel All Auditors Auditing Staff All 22nd American ACC Students All 3rd S.A. ACC Students Tech	A new command for communication on the Pre-Have Scale. Replaces the Pre-Have command in HCO B of Feb 2, 1961 (dated March 9, 1961). Basic command and the eleven way bracket. Further data.
Mar 2, 1961 HCO B	USE OF S.O.P. GOALS PROCEDURE	Cen O Con	HCO Area Secs -- important to enforce. When S.O.P. goals may be run on HGC pcs. Where further data on S.O.P. goals may be found. Where it may be taught.
Mar 2, 1961 HCO B	FORMULA 20	Franchise	What Formula 20 is and for what cases it is to be used. The commands.
Mar 9, 1961 HCO B	NEW ASSESSMENT SCALE	Continental HGCs Franchise	New assessment scale developed which takes in most possible formulas and regimens. The Pre Have Scale itself. Its use.
Mar 9, 1961 HCO B	COMMAND SHEET PRE HAVINGNESS SCALE	HCOs HGCs ACCs Franchise	Commands developed for use with Pre-Have Scale. Note additions. The processes.
Mar 21, 1961 HCO B	SCRIPT OF A MODEL SESSION	Franchise Holders Central Orgs	See the bulletin. Much as HCO B Mar 1, 1961.

*Cancels HCO B*  
*Oct 13, 1960*

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Mar 23, 1961 HCO B	S.O.P. GOALS	Franchise	This is the Franchise issue, slightly rewritten, of S.O.P. Goals. HCO B Feb 18, 1961. Do not issue HCO B Feb 18, only this one to Franchise. For Franchise Holders as per this HCO B.
Mar 31, 1961 HCO B	S.O.P. GOALS MODIFIED	Cen O Con Fran Holders	Steps 6, 7, 8, 9, 11, 12 modification.
<i>Modifies HCO B Feb 18, 1961</i>			
Apr 6, 1961 HCO B	S.O.P. GOALS GOALS ASSESSMENT PROBLEMS SORTED OUT	Cen O Con	D of P -- stated she could not get goal to read when found by auditor. This is improper assessment. How to assess a goals list, in detail by LRH. The goal, terminal and Pre-Have level that have to be run all read -- all the rest cease to read.
Apr 6, 1961 HCO B Issue II	S.O.P. GOALS GOALS REPAIRING A CASE	Cen O Con	An auditor after proper assessment, was afraid to let the TA go tight on running any Pre-Have level. He ran them, four levels worth of processes in the first two hours of S.O.P. goals. The pc bogged and no further assessment for Pre-Have level could be done. Remedy. Details listed.
Apr 7, 1961 HCO B	ASSESSING FOR GOALS AND TERMINALS OR ELIMINATION	Cen O Con D of P Staff Auditors Franchise Tech Hats	Weak spot in S.O.P. goals. LRH has a method of handling. Do in Model Session. The goals list. How to handle. Assessment by elimination. Terminal list. Terminals which represent the goal list. Assess by elimination. The commands. 5 way bracket. Addition to Pre-Have Scale.
Apr 7, 1961 HCO B Issue II	S.O.P. GOALS MODIFICATION I	Central Orgs, City Offices Processing Depts Franchise	On all staff and outside cases the following Goals Standard Operating Procedure will be used. S.O.P. goals use Model Sessions throughout. The 17 steps of the intensive.
<i>Amended by HCO B Apr 18, 1961</i>			
Apr 11, 1961 HCO B	S.O.P. GOALS ERRORS	Cen O Con	Primary sources of wasted time on S.O.P. Goals and errors listed -- six in number. What you should know and be able to do.

Apr 12, 1961  
HCO B

TRAINING  
DRILLS

Cen O Con

TRs 0, 1, 2, 3, 4 and 5.5 is  
Hand Mimicry.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Apr 17, 1961 HCO B  <i>Reissued amended slightly HCO B Jan 5, 1971 added to by HCO Bs Dec 12, 1971 and Mar 12, 1972</i>	TRAINING DRILLS MODERNISED	Cen O Con Franchise	The six reasons for having modernised TRs. TRs 0-4.
Apr 18, 1961 HCO B  <i>Amends HCO B Apr 7, 1961</i>	S.O.P. GOALS	Central Orgs City Offices Processing Depts Franchise	Modification I -- correction and clarification steps 7, 8 and 9 are deleted. Not used in the modified version of S.O.P. Goals.
Apr 23, 1961 HCO B	CHANGE PROCESSES	Central Orgs Post Staff B Board	Telex sent to Peter Williams now instructing the Australian ACC. Definition of Release. Use of Change process prior to S.O.P. Goals.
Apr 27, 1961 HCO B	CHANGE PROCESSES	Cen O Con Franchise	Change Processes and their need for 80% of pc's because of alter is of commands. Discovery. Various Change Processes and how to work out which ones to run. Summary.
Apr 30, 1961 HCO B	CHANGE BRACKETS AND COMMANDS	Cen O Con	The basic commands of Change form a series of brackets. How change compares to the cycle of action. Basic versions of change are change, no change, and failed change. Standard bracket, 15 way bracket and several other versions .
May 4, 1961 HCO B	PROCESS LEVELS NECESSITY FOR TRAINING	Franchise	It has been found that S.O.P. goals while effective in the HGC under strict supervision are beyond the average training level of the field in TRs, E Meter and Model Session. Chief reason auditors fail is mainly confront. Levels of training for HPA/HCA, BScn/HCS and DScn/HGA.
May 11, 1961 HCO B	E-METER HORROR	Franchise	Dick Halpern reports that out of 48 students many trained on earlier ACCs, 48 did not know what falls, rises or theta bops were or meant on the E-Meter. S.O.P.

goals works when one knows it and these basics of auditing. Book

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
			E-Meter essentials details metering. Academies will retread TRs, Meter and Model Session. Special Briefing Courses will be taught. A very special Clearing Course will be taught at St Hill. If you know TRs, Model Session, Meter, Change Processes and S.O.P. Goals, you can release and Clear anyone.
May 11, 1961 HCO B	URGENT ASSESSMENT BY ELIMINATION S.O.P. GOALS	Franchise Holders	Enough errors are being made by auditors in assessing to prevent clearing. All failures to clear are incorrect assessment or incomplete Pre-Have Scale which LRH is completing in a workable form. The right way to do an assessment -- 5 steps. Assessment by elimination -- the 12 steps in detail.
May 13, 1961 HCO B	ASSESSING FOR S.O.P. GOALS IMPROVED	Central Orgs HGCs	Assessment for a goal must be perfect. Preparation for assessment. Importance of accurate assessment. Two types of terminals to assess. Eliminate nul terminals. Always recheck terminals list. Perfect assessment. Use Model Session, clear rudiments, long duration PTPs. You can redo assessment any time. Beware sticking a TA. Rock slam.
May 19, 1961 HCO B	URGENT ASSESSMENT DATA	Cen O Con	Three mistakes that are being made on Goals Assessments. Three important rules elaborated. Summary.
May 23, 1961 HCO B	URGENT FOR USE ON ALL CASES. PRE- HAVE SCALE REVISED	Central Orgs	This is the rough version. The Primary Scale is accurate and complete. The Secondary Scale is not necessarily complete or edited. This is the first major revision of the Pre-Have Scale since Jan 1961. The use of the scale. Examples, elaboration. Primary Scale attached. Secondary Scale will be issued in parts as it comes off the Mimeo machine.
May 25, 1961 HCO B	RELEASING AND PREPARING A CASE FOR S.O.P. GOALS	Franchise	S.O.P. Goals takes a great deal of accurate Scientology to run. TRs 0-4 have to be perfect. E Meter and Model Session also. Nothing goes so wrong on S.O.P. goals as poor assessment. The

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
May 29, 1961 HCO B	CLARIFICATION OF "CHANGE PROCESSING"	Central Orgs	steps that release people. The Joburg Check. General runs on Pre-Have. Release. Six mistakes which can be made. Summary.
June 1, 1961 HCO B	ASSESSING	Central Orgs Tech Staff	Dispatch to D of P DC about "Change" being used exclusive of the whole Pre-Have and has been having trouble. Where change fits in Pre-Have levels. Change to be put at inverted Control and carry on. Best routine is HCO B May 13, 1961.
June 5, 1961 HCO B  <i>Cancels earlier process directives</i>	PROCESSES ALLOWED	Cen O Con Franchise	Clarifying how to do assessment on the Pre-Have Scale, Primary and Secondary. Assess Primary -- move to Secondary. How to run. Don't reassess in the Secondary unless the Primary comes up again. Secondary due to be fully ready shortly.
June 7, 1961 HCO B	ACADEMY SCHEDULE, CLARIFICATION OF	Central Orgs	D of P re-evaluates all cases, staff and public, on the basis of this bulletin and applies this bulletin at once to all cases. The only processes that may be used in HGCs, Central or City Offices, excepting only Academies where any process may be used for training. Routine 1, Routine 2, Routine 3.
June 8, 1961 HCO B	E-METER WATCHING ARE YOU WAITING FOR THE METER TO PLAY DIXIE?	StHil Students Central Orgs Tech Staff	The Tech calibre desired from an Academy Graduate. He should be capable of being employed by HGC when graduated. Why. Course done by checksheet. Handle individual. Unit 1 for techniques, Unit II for processes and application. Things to learn are TRs 1-9, Model Session, E-Meter, CCHs, Pre-Have Scale and its use in assessment, running of Pre-Have levels, how to do a Security Check. At least 50 LRH taped lectures and why. Further data.
			Auditors having trouble doing assessments on the Pre-Have, on Security Checks and Goals -- waiting for meter to react. Auditors are not doing Analytical Assessment. E-Meter reacts on reactive mind instantly because time is out of order in the reactive mind. What is wrong

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
			with the pc is not known to the pc. If it is, it isn't wrong with him. Assessments wrong sometimes as auditor is persuaded by the pc not the Meter. Assessment -- 7 things to know about it. To wait more than 3 seconds before uttering the next word on a line is a complete waste of auditing time. True also of Joburg.
June 12, 1961 HCO B	THE RISING NEEDLE: SKIP IT'	Central Orgs Franchise	A rising needle is not classified as a reaction for practical auditing purposes. Reactions: rock slam, full theta bop, stuck, change of characteristic. Actions or motions: free needle, no reaction, stage 4, rise, body reaction. Approach the case via the point of the reactions. Why.
June 16, 1961 HCO B	CCHs AND ROUTINE I	B P I Franchise	Criteria on Routine I. Why. Do via Routine I, II and III -- get a release and then go to Routine III. Time economy is our criterion, not case level. If you need to get audited on CCHs do so.
June 17, 1961 HCO B	PRIMARY SCALE AMENDED	Central Orgs Franchise Holders	Four additions have been added to Primary Pre-Have -- evidence of their absence shows slow case gains. Amended scale attached.
June 19, 1961 HCO B	SEC CHECK WHOLE TRACK (HCO WW SEC FORM 4)	Central Orgs HGCs Tech Staff	Sec Check for processing use only. Use mid way on Routine 3 and from then on. Nine pages of whole track Sec Check.
June 23, 1961 HCO B	RUNNING CCH's	Central Orgs Tech Depts	Run CCHs only so long as it produces change in the pc's general aspect. If no change in 20 mins go to next and so on. Use only right hand. CCHs and Sec Check how to run. Can be two different auditors. CCHs not run in Model Session, not run on E-Meter. Why this is run this way.
June 27, 1961 HCO B	ROUTINE ONE	Franchise Holders Central Orgs Tech Depts	How to run CCHs and Joburgs clarified. Probably one-third time for Sec Checks rather than one for one CCHs and Sec Checks.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
July 6, 1961 HCO B	ROUTINE 1A	Franchise	First refinement of the Routines. Problems and hidden standard holding up cases. Definition of problem. All pcs should probably be run on Routine I. Steps Routine 1A: Problems and Sec Check. Problems elaborated. Further data on Sec Checks. Ratio between Problems and Sec Check. Value of Routine 1A.
July 10, 1961 HCO B	METERING RUDIMENTS	Central Orgs City Offices Tech Depts Franchise	Clarification on the colloquial use of "fall" for an E-Meter reaction by LRH. Data on change of pattern. Sensitivity of meter setting. Further data on Routine 1A,
July 13, 1961 HCO B	CHANGE PROCESSING AND CCH's CLARIFICATION OF "CHANGE PROCESSING"	Franchise	As per HCO B 29 May and HCO B June 23, 1961 for Franchise auditor issue.
6 July 17, 1961 HCO B	WITHHOLDS	Central Orgs Tech Depts	Dispatch from Marilyn Routsong. It was found on Special Course DC that if pc said yes in answer to Sec Check question the auditor just acked and went on and did not pull the answers. This was handled but LRH informed as she thought it may be widely spread.
Aug 3, 1961 HCO B	GETTING A PROCESS STARTED	Franchise	Processes can take up to two sessions before they'll bite. Why. Data given and the scene elaborated.
Aug 10, 1961 HCO B	INFORMATION ON CLEARS	Franchise	A compilation of various HCO Info Letters with regard to Clears and a post auditor Clearing session.
Aug 17, 1961 HCO B	HCO SPECIAL EVENTS COURSE - WASHINGTON D.C.	Franchise	Course observations made by John Fudge after the HCO Special Events Course in Washington DC in the form of a student's report.
Aug 23, 1961 HCO B	NEW CLEARING BREAKTHROUGH'	Cen O Con	Important factors of why Clearing slows up re assessments and the finding of Goals and terminals to be found on SHSBC tapes Aug 8, 9, 10, 15, 16, 17, 18, 22 and 23. No special courses shall be started on Clearing till the Instructors

have heard and understood these  
tapes. Can be bought from DC.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Aug 24, 1961 HCO B	VALENCES KEY TO CLEARING	Franchise	If you aren't running in the direction of valences, you aren't Clearing. What goals do to a person. Routine 3 is the fundamental road to Clear. All processes should be addressed to finding valences. Get the goal, get the valence off.
Aug 31, 1961 HCO B	ADVANCES IN TECHNOLOGY	Franchise	Clearing dependent on quality. Common denominator of all Clearing is good auditing, not case type. List of data well known and used by auditors who accomplished Clearing. Breakthrough in last 15 days on 8 points.
Sept 7, 1961 HCO B	NEW FACTS OF LIFE. SECURITY CHECKS	Franchise	Sec Checking absorbed into processing and is an integral part of processing, producing very spectacular gains when well done. A new Not-Know version of giving a Sec Check. How to use the forms when doing Sec Check in processing. Examples. 2 points to be clear before a Sec Check question is left. ARC Break prevention, 6 points. An observation of a terrible truth.
Sept 14, 1961 HCO B	NEW RUDIMENTS COMMANDS	Franchise	Keeping rudiments in is of great importance with the realization that endless goals assessments occur only when rudiments are out. If rudiments are in, what happens. Better rudiments processes have been tested by LRH for your use. Rudiments on the room, auditor, PT problem, with holds, ARC Break. Limit two-way comm to asking what, where, when questions.
Sept 21, 1961 HCQ B	SECURITY CHECK CHILDREN HCO WW SECURITY FORM 8	Franchise	Processing check for children. The first question is the most potent. The questions listed.
Sept 28, 1961 HCO B	HCO WW I SECURITY FORM 7A AND 7B	Franchise	The two forms are for employment. 7A for Staff Applicants. 7B for persons now employed. Directions for doing.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Oct 6, 1961 HCO B	TRAINING OF STAFF AUDITORS	Central Orgs HCO's City Offices	Following dispatches to Assn Sec and HCO Area Sec London are of general interest. Data and recommendations with regard to Sec Checking and Class II and training of auditors. Minute and specific examination. We want 100% passes.
Oct 9, 1961 HCO B	RUDIMENTS, CHANGE IN	Franchise Central Orgs Tech Depts	Delete "Are you W/Hing anything?" from end of session rudiments and add "Have you told me any half truths or untruths in this session?" or "Have you said anything just to make an impression on me?". Start end rudiments about half hour before time due to end session. Fill in any extra time with havingness. Why this step has been developed. Clear all instant reads off the question.
Oct 12, 1961 HCO B	STUDENT PRACTICE CHECK	Academies	Academy practice check for Academy Students doing E-Meter use.
Oct 17, 1961 HCO B	PROBLEMS INTENSIVE	HGCs	Two important additions to be made to HCO B Nov 18, 1960. The pc Assessment Sheet sections 0 and P added to this bulletin. Purpose of sections 0 & P. Further data in tapes of Oct 10, 11 and 12. Self determined change preceded by confusion or problem. The prior confusion is the auditor's target. Run processing Check on person with most reaction in the confusion. This program for Class II auditors should be grooved in as soon as data and tape material are well understood.
Oct 19, 1961 HCO B	SECURITY QUESTIONS MUST BE NULLED	Franchise	Main danger of Security Checking is not probing a person's past but failing to do so thoroughly. What happens if you leave a Security Check question live. The remedy -- 6 ways to ensure Sec Check questions are nulled.
Oct 26, 1961 HCO B	SAFE AUDITING TABLE	Franchise	Reason why banks solidify and some pcs gain weight. Safe Processes and who may run them listed. No terminal to be run except on Goals chain.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Nov 2, 1961 HCO B	THE PRIOR CONFUSION	Franchise	All problems are preceded by a Prior Confusion. How to locate the prior confusion. What the pc does -- how to remedy. What is preceded by a prior confusion. Part of Class II auditor's skills. All hidden standards are the result of a prior confusion.
Nov 2, 1961 HCO B	RUDIMENTS AND CLEARING	Franchise	Report from Herbie Parkhous SHSBC Instructor. The importance of rudiments in Clearing.
Nov 2, 1961 HCO B	TRAINING CCHs	Tech Depts	The rundown for CCHs 1, 2, 3 and 4. Slightly amended for use in training or processing. CCH 1, 2, 3 and 4.
	<i>Replaced by HCO B July 5, 1963</i>		
Nov 7, 1961 HCO B	ROUTINE 3A	St Hill Students	LRH found a way to undercut the speed of a goals terminal run. The Modifiers -- a new piece of the puzzle. The basic terminal of a goals chain may be isolated without running off the upper terminal. Routine 3A consists of 9 steps. Definitions.
Nov 9, 1961 HCO B	THE PROBLEMS INTENSIVE USE OF THE PRIOR CONFUSION	Franchise	All sticks on the time track stick because of a Prior Confusion. The most stuck point on the track is a Problem. The Problems Intensive, 9 parts. It is one of the skills of a Class II Auditor.
Nov 16, 1961 HCO B	SEC CHECKING GENERALITIES WON'T DO	Franchise	Most efficient way to upset a pc is to leave a Sec Check question unflat. How to remedy. Sec Check to be nulled at 16 as final check. "What have you done that (Joe) doesn't know about?" for irresponsible pcs. Use of the question "Have I missed a Sec Check question on you?". Always clear up what was missed.
Nov 23, 1961 HCO B	METER READING	Franchise	GAE in failure to get results from Sec Check and Problems Intensive is inability to read an E-Meter. All errors are gross errors. What didn't work?? Nine different errors re metering. Very important data.

Nov 23, 1961  
HCO B

AUXILIARY  
PRE-HAVE  
3D SCALE

R.3D List  
Sthil Students

For immediate assessment use on  
running 3D terminals. How to  
use and run.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Nov 30, 1961 HCO B	ARC PROCESS 1961	Franchise	Importance of flattening the process. E-Meter doesn't read in presence of ARC Break -- auditor has to have command value over pc for meter to read. The process to be run. Future Rudiments, process.
Dec 3, 1961 HCO B	RUNNING 3D LEVELS	Sthil	Only use Nov 30, 1961 commands for 3D. How this is done. Re runs. Third run of levels. Further data.
Dec 7, 1971 HCO B	SEC CHECKS VITAL	Sthil Franchise Cen O Con	Sec Checks and Problems Intensives are vital to easy assessment and accurate clearing by the new and very important Routine 3D. What a person needs before 3D. Auditor training, Class II, Class III. Not Class I trying to be Class III.
Dec 13, 1961 HCO B	VARYING SEC CHECK QUESTIONS	Tech Depts Franchise	You only vary a Sec Check question when by repeating it you would create an impasse. Always make sure the original question is null before you go on to the next one.
Dec 14, 1961 HCO B	RUDIMENTS MODERNIZED	Franchise	Data re rudiments and their changes and why. The new commands for beginning and ending rudiments. The need for an approved meter. Instant reads on the needle must be taken.
Dec 21, 1961 HCO B  <i>This cancels earlier versions of Model Session and is for use on all cases except CCHs</i>	MODEL SESSION SCRIPT, REVISED	Franchise	New demands on Rudiments with the 3D assessments Problems Intensives and Sec Check processes. How Model Session is used. The script: "R" factor, start of session, beginning ruds, environment, auditor clearance, W/Hs, PTP. Start of processes, end of process. Repeated commands. End rudiments. End of session.
Dec 28, 1961 HCO B	E-METER ELECTRODES A DISSERTATION ON SOUP CANS	Franchise	Any E-Meter will register body reaction. Only a specially built meter will register response. Needed are soup cans, not aluminium cans.
Dec 28, 1961 HCO B	3-D RULES OF THUMB	Central Orgs	17 rules of thumb in finding and running 3-D items.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
1 9 6 2			
Jan 4, 1962 HCO B	SECURITY CHECKING: FUNDAMENTALS	Franchise	A case with W/Hs will not Clear. Definition of W/H. Examples of how the individual by committing overts against the mores of the group individuated from one group to another and so on. How to Sec Check. When to leave a Processing Check question. The most fruitful source of cognition and why.
Jan 11, 1962 HCO B	SECURITY CHECKING TWENTY-TEN THEORY	Cen O Con Franchise	All valences are circuits are valences. Circuits key out with knowingness. The final definition of havingness is the concept of being able to reach. No havingness. Effect of W/Hs. What happens when a W/H is pulled: the need for Havingness to be run. Twenty Ten, 6 requisites. Twenty Ten. 8 points. Application to Goals Problems Mass.
Jan 25, 1962 HCO B	FLOW PROCESS (A CLASS I OR CLASS IIb SKILL)	Franchise Sthil	Compulsive outflow and obsessive withhold are alike aberrated. Overts are the forward motion, the W/H coming after it is the inward motion. Most important flows listed, four in number. All ridges and masses develop around these flows. Further data re these flows. Flow Process, who may run it.
Feb 1, 1962 HCO B	FLows, BASIC	Franchise	What a flow is. Two flows when viewed from one point. Flows modified by being accelerated and restrained. The basic attitudes are covered by CDEI scale. Eight attitudes towards flows so we get 16 basic flows that affect a case strongly. The basic aberration is W/H flow. How it is aberrative in session.
Feb 8, 1962 HCO B	URGENT MISSED WITHHOLDS	Franchise	What is a Missed W/H? It is not just a W/H. How to audit it. Questions. Sample M/WH session. Clean up M/WHs on all auditing. Every blow due entirely to M/WHs. British Mark IV needed.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Feb 12, 1962 HCO B	HOW TO CLEAR WITHHOLDS AND MISSED WITHHOLDS	Sthil Cen O Con Franchise	How to clear a W/H or a Missed W/H. Auditor objective. W/H system -- 5 parts listed. How to run. What, when, all, who. Mark IV to be used. The questions. Prepclearing. How to practice with an already found W/H.
Feb 15, 1962 HCO B	CO-AUDIT AND MISSED WITHHOLDS	Cen O Con Franchise Co-Audit Centres	It could be that Co-Audit falls off because of M/WHs. Drop at once any O/W or any effort to put in W/Hs except by an instruc tor. Use old comm process, responsibility process or other Co-Audit instead.
Feb 22, 1962 HCO B	WITHHOLDS, MISSED AND PARTIAL	Franchise Cen O Con	All of these upsets are restimulated but missed or partially missed W/H. This button is most important. If you know about people or are supposed to, these people expect, unreasonably, that you know them through and through. What real knowledge is to the average person. How to handle M W/Hs.
Mar 1, 1962 HCO B <i>Corrected by HCOB June 24, 1962</i>	PREPCHECKING (A CLASS II SKILL)	Franchise	The goal of Prepchecking is Mest Clear. The target of Prep check question is a chain of W/Hs. The first incident of any chain is fully or partly unknown to the person. Zero question. The magic phrase. Control pc's attention, don't use O/W. How to derive Zeros. How to derive OA's. Further data.
Mar 8, 1962 HCO B <i>Added to by HCO B Mar 15, 1962 Suppressors</i>	THE BAD "AUDITOR"	Franchise Sthil Cen O Con	Graduates from SH doing well. Two types of auditor arrive -- the natural auditor and the dangerous auditor. Difference is the type of case. Dangerous auditor is afraid to find out, the reverse of the W/H flow. Remedies for the dangerous auditor -- Class I, Class II, and Class III processes plus further data.
Mar 15, 1962 HCO B <i>Add to HCO B Mar 8, 1962 The Bad "Auditor"</i>	SUPPRESSORS	Franchise Sthil Cen O Con	Further data on the other side of W/Hs type of case. The rough pc. The pc who makes no gain, will not as is, will not confront, does not cognite. Opposite of W/H is suppressor. Suppression is mainly overcome when you run havingness on people. The one command insanity eradicator. The common denominator of the dangerous auditor. Further processes.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Mar 21, 1962 HCO B	PREPCHECKING DATA WHEN TO DO A WHAT	Franchise	Prepchecking can be defeated by failing to ask a what question at the proper time. How to do this. Moving TA. Social mores. Don't forget guilty. Add Appear. Whole track. Unknown pins chains. Recurring W/Hs. Missed W/Hs. Rudiments in prepchecking.
Mar 29, 1962 HCO B	CCH's AGAIN WHEN TO USE THE CCH's	Franchise	3 major processes -- CCHs, Prep checking 3DXX and running 3DXX items. CCHs loom largely. Permit pc to confront and duplicate. Criterion is TA motion. Use of CCHs. Example of case. When to run CCHs and how to find out when. Two best bulletins on the CCHs -- read them. A lot of TA motion and not much TA motion defined.
Apr 5, 1962 HCO B	CCH's AUDITING ATTITUDE	Franchise	What happened to the CCHs. LRH demonstration. CCHs became an arduous ritual and were confused with Op Pro by Dup. Demonstration described. Forget 20 minutes, use 3 times equally done test for flatness. Purpose of CCHs. Further data. Use the CCHs to coax the pc out of the bank.
Apr 11, 1962 HCO B	DETERMINING WHAT TO RUN	Central Orgs Franchise	Determining what to run by TA action. Table laid down. Drift down and drift up and what they are. Definition of good TA motion and minimal TA motion. The secret -- what it is. Two locations necessary to get TA motion.
Apr 12, 1962 HCO B	CCH's PURPOSE	Franchise	Data on getting pcs up to PT. A common denominator of all aberration was interiorization into the past and unawareness of the PT environment. CCHs developed and their purpose. Pcs stuck in past identities. Run wrong, CCHs can drive a pc out of PT.
Apr 26, 1962 HCO B	RECOMMENDED PROCESSES HGC	Franchise	LRH has come to the conclusion that the best shot gun for all cases is CCHs, Prepchecking and 3DXX. Only liability, all need well trained auditors. Method of use. Limitations of use. What to teach in an Academy.

Apr 29, 1962

ROUTINE 3G

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Experimental.

HCO B

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
May 3, 1962 HCO B <i>Cancelled by HCO B July 4, 1962</i>	ARC BREAKS MISSED WITHHOLDS	Franchise	How to use this bulletin. All ARC Breaks stem from Missed W/Hs. Action definitions of W/H, M W/H. Picking up M W/Hs keeps pcs in session. The auditor sets the tone of the session. Dirty needle equals M W/Hs. Fifteen manifesta
			tions of M W/Hs. Commands. Why a pc complains.
May 10, 1962 HCO B	PREPCHECKING AND SEC CHECKING	Franchise	How to use Sec Checking and Prep Checking. Use of last two pages of Joburg and Form 6A. How Prep Checking and Sec Checking come together with a simple formula. Example. Use of rudiments in prepchecking. When to check for M W/Hs in prepchecking and R3. Help the pc by steering.
May 14, 1962 HCO B	CASE REPAIR	Cen O Con Franchise Sthil Students Sthil Graduates	Case repair for Routine 1A, Sec Checking, CCHs, blowy pcs. Prep-checking repair. Repairing CCHs, SCS, Op Pro by Dup, Routine 2, Routine 3, 3A and 3D, 3DXX. General repair. Case repair is a task for a skilled auditor.
May 21, 1962 HCO B	MISSED WITHHOLDS ASKING ABOUT	Central Orgs Franchise	To pull M W/Hs, use "done", not "missed a withhold".
May 22, 1962 HCO B	MODEL SESSION CHANGE	Central Orgs Franchise	The wording of the WtH question in beginning ruds as of now. This is omitted in the first session the auditor gives the pc .
May 23, 1962 HCO B	VERY IMPORTANT E-METER READS PREPCHECKING HOW METERS GET INVALIDATED	Central Orgs Tech Depts	Due to large number of instant needle reactions missed by poorly trained auditors, new questions to be asked, or other version, and why. The importance of good metering.
May 24, 1962 HCO B	Q & A	Franchise	Definition of Q & A. ARC Breaks in sessions where there was Q & A. Smooth session is one without Q & A. 3 types of Q & A. Double question, changing because the pc changes, following the pc's instructions. "Q & A" is slanguage.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
May 25, 1962 HCO B	E-METER INSTANT READS	Central Orgs Franchise	Definition of Instant Read. The reaction of the needle. Prior and latent reads are ignored. What the instant read may consist of. Maj or thought, minor thought . How to clean the question of reads on the minor thoughts. Instant read at the end of the major thought. What the reactive mind is composed of. What the meter reads on. It is partly or wholly unknown to the pc. Only reactive thoughts react instantly. Two exceptions (1) compartmenting the question, (2) steering the pc .
<i>Added to by HCO B July 21, 1962</i>			
June 8, 1962 HCO B	RUDIMENTS CHECKING	Central Orgs Tech Depts	Rudiments checks lead to occasional arguments. Protests from auditor and pc. What to expect. How to handle.
June 11, 1962 HCO B	PREPCHECKING THE MIDDLE RUDIMENTS	Central Orgs Tech Depts	R3 auditor as first action in finding goal, prepchecks 12 questions and about every fifth R3 session. Why. Its value and use. How to tell whether listing a wrong goal.
June 14, 1962 HCO B	CHECKING NEEDLE IN RUDIMENTS CHECKS	Central Orgs Tech Depts	Definitions of Clean needle, medium clean, medium dirty and dirty needle.
June 14, 1962 HCO B	CLASS IIc TR's	Central Orgs Tech Depts	TRIIc - 16. Name, purpose, commands, position, training stress.
June 23, 1962 HCO B	MODEL SESSION REVISED	Sthil Students Franchise Cen O Con	How to use this new Model Session. The benefits of using it. Start of session, beginning rudiments, start of process, middle rudiments, end rudiments, end of session. End of process, non-cyclical. End of process, cyclical. Patter on rudiments.
<i>Amplified in Sthill Lecture June 21, 1962 Cancels all previous Model Session Scripts Changed by HCO B July 4, 1962. Amended and cancelled by HCO B Mar 4, 1964</i>			

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
June 24, 1962 HCO B	<i>Correction of HCO B Mar 1, 1962 and to be included as a change in all theory checking of that HCO B</i>	Franchise Sthil	Withhold system of When, All, Appear, Who is only applied to the earliest overt on the chain opened by the what question. Exact prepcheck procedure, 14 steps. Further data. The What question. Further data on the steps of procedure.
June 25, 1962 HCO B	E-METER STANDARDS	Franchise Cen O Con	The need for the use of British Mark IV E-Meter for rudiment Goals, M W/Hs etc. Only the Mark IV shows if a rudiment is clean.
June 27, 1962 HCO B	RUNDOWN ON ROUTINE 3GA	Central Orgs Franchise	3GA has cleared or is clearing everyone on whom it has been run. The procedure. The goal doesn't vanish entirely during listing when the read transfers. The cure for listing a bum goal. The result of listing a bum goal.
June 28, 1962 HCO B	DIRTY NEEDLES HOW TO SMOOTH OUT NEEDLES	Franchise	How to handle a pc with a very dirty needle. Why the needle reacts this way. Ability to predict equals confidence. Use middle ruds, avoid Q 8 A. How to make a pc's needle dirty -- 3 ways. The use of textbook sessions. If a pc still has a dirty needle, 3 points we can conclude an auditor has neglected.
June 29, 1962 HCO B	BATTERIES AND THE MARK IV E-METER	Central Orgs Tech Depts Franchise meter.	The need to renew Mark IV batteries when slightly past their best. A GAE to audit with an inefficient
June 29, 1962 HCO B	HOW TO ACKNOWLEDGE  <i>Corrected by HCO B, July 3, 1962</i>	Central Orgs Tech Dept	How to acknowledge. What an ack is. Examples of incorrect and correct handling. Double Acknowledgement. Under acknowledge, over acknowledge.
June 30, 1962 HCO B	ARC PROCESS  <i>Corrected by HCO B Sept 27, 1968</i>	Central Orgs Tech Depts	Second question added to ARC Straightwire and any question which can be answered just as yes. Why this is.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
July 2, 1962 HCO B	REPETITIVE RUDIMENTS HOW TO GET THE RUDIMENTS IN	Franchise	Meters fail to read in the presence of ARC Breaks and can go gradually dull in the presence of out rudiments. If TR 1 is poor you'll miss the rudiments outness, and there goes your session. To handle, Model Session with repetitive rudiments. The cycle to use, 4 steps. When to use the system. Havingness, Prepcheck. Further data. Fast checking.
July 3, 1962 HCO B	REPETITIVE PREPCHECKING	Central Orgs Franchise	Repetitive Prepchecking. The auditing procedure, Steps 1, 2, 3 and 4. The Zero questions time limiter. Middle rudiments. Prepchecking the middle rudiments. O/W assists. Summary.
<i>Changed by HCO B July 4, 1962</i>			
July 3, 1962 HCO B	ACKNOWLEDGEMENTS	Central Orgs	The correction to be made on HCO B June 29, 1962.
<i>Corrects HCO B June 29, 1962</i>			
July 4, 1962 HCO B	COACHLESS TRAINING USE OF A DOLL	Central Orgs Tech Depts	Drills other than TRs 0-4 being done coachless. Use of a doll. Dolls first used in training in 1957.
<i>Changes HCO B June 23, 1962, May 3, 1962, and July 3, 1962</i>	BULLETIN CHANGES	Central Orgs Franchise	Changes re Havingness rud, missed W/Hs, overt W/H. End words; two holes in the meter. Thought major and thought minor. Double Cleaning gives the pc a Missed Withhold of nothingness.
July 12, 1962 HCO B	MOTIVATORISH CASES	Franchise	Motivatorish cases. Theetie weeties think you ought to know what they are thinking about, so every minute you are missing W/Hs. How to handle. Specific questions to use and how to use them. Missed W/Hs, O/W assist, unintentional W/H.
July 21, 1962 HCO B	RUDIMENTS REPETITIVE OR FAST	Cen O Con	When the instant read can occur, and that it must be cleaned. This will give you cleaner sessions and smoother needles.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
July 21, 1962 HCO B <i>Adds to HCO B Moy 25, 1962</i>	URGENT INSTANT READS	Franchise Sthil Students	On rudiments, repetitive or fast, the instant read can occur anywhere within the last word of the question or when the major thought has been anticipated by the pc. This is not a prior read or latent read. Occurs when pcs not too well in session or being handled by auditor with indifferent TR 1. Goals and items read only when the read occurs exactly at the end of the last word.
July 30, 1962 HCO B <i>Amended by HCO B Aug 30, 1962</i>	A SMOOTH HGC 25 HOUR INTENSIVE	Franchise	New problems intensive gets marvellous results on new or old pcs. How to get good results. The rundown. The prep check buttons used. How to do it.
Aug 1, 1962 HCO B Issue I <i>Accompanied by HCO B Aug 1, 1962 Issue I</i>	ROUTINE 3GA GOALS NULLING BY MID RUDS	Sthil Students Cen O con	The importance of being certain of the pc's goal. Only a wrong goal or opposition goal can get the pc into trouble. Listing, nulling and testing become of great importance. The goals list and how to handle. The goals prep check form July 15, 1962. Test for change. List flat on needle. 4 line goal listing. Nulling by mid ruds. The buttons. Examples. Further data. When to do the mid ruds.
Aug 1, 1962 HCO B Issue II <i>Accompanies HCO B Aug , 1962 Issue I</i>	ROUTINE 3-GA NULLING DRILLS FOR NULLING BY MID RUDS	Sthil Students Cen O Con	How to do the nulling drill. Drill on new nulling procedure for Routine 3 GA. Drill I-10.
Aug 2, 1962 HCO B	CCH ANSWERS	Cen O Con	Queries and answers between LRH and HASI London re the CCHs.
Aug 7, 1962 HCO B	RUNNING CCH's	Sthil Students Course Franchise	How to run the CCHs 3 commands flat. Use only right hand. Alternated with prepchecking, not run in Model Session. How to handle CCHs and prepchecking.
Aug 10, 1962 HCO B	HOW IT FEELS TO GO CLEAR	Magazine Franchise	Two notes from Jean Kennedy after being cleared by Routine 3 and R3GA. Subjective reality of great value to all Scientologists.



<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Aug 13, 1962 HCO B	ROCK SLAMS AND DIRTY NEEDLES	Central Orgs Franchise	LRH has traced source of persistent dirty needle and the wide rock slam. DN is also a small RS. RS -- called so because found in an effort to find the rock. It is also a sign of an overt. If you have wide RS, goal does not exist on that list. How to list for pc's goal when there is an RS. For raw meat. How to do.
Aug 21, 1962 HCO B  <i>Changes all earlier policy letters and HCO Bs on Lines, 3GA</i>	3GA LINE WORDING	Sthil Students Franchise Airmail	Lines must read after the goal is checked out and before listing. Lines 1, 2, 3 and 4. The line must read on the pc, firing like the goal each time. Listing session. What to do during listing
Aug 22, 1962 HCO B  <i>Added to by HCO B Aug 23, 1962 and Aug 1962</i>	3GA DYNAMIC ASSESSMENT BY ROCK SLAM  DYNAMIC ASSESSMENT TIP	Central Orgs Franchise Airmail	Goals finding by dynamic assess ment. The only reason this fails. Assessments item, prepcheck. Finding goal from the item. Goals formula. How to handle. Check out before being listed.
Aug 23, 1962 HCO B  <i>Addition to HCO B Aug 22, 1962</i>	3GA DYNAMIC ASSESSMENT BY ROCK SLAM	Central Orgs Franchise Airmail	Add tenth line to Goals Formulae listed on HCO B Aug 22, 1962. (10) Just list some more goals.
Aug 30, 1962 HCO B	MISSED WITHHOLD HANDLING	Franchise	What to do when manifestations of a Missed W/H occur in session -- pull the missed W/H and return to what was being done in the session. Example of questions that will pull Missed W/H.
Aug 30, 1962 HCO B	ORDER OF PREPCHECK BUTTONS	Central Orgs Franchise Airmail	Order of buttons for every Prep check. How to use. What they are.
Aug 30, 1962 HCO B	AMENDMENT OF HCO BULLETIN OF JULY 30, 1962	Franchise	The first question to be asked is "Since (date) what have you been careful of?". What the subse quent questions are, and their buttons. How long one asks these buttons.
Aug 31, 1962 HCO B	3GA EXPANDED LINE WORDING	Central Orgs Franchise	Expanded line wordings for listing on a found and checked goal in

Airmail

Routine 3GA. Twenty lines listed.  
How to use them.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Aug 31, 1962 HCO B <i>Second addition to HCO B of Aug 22, 1962 same title</i>	3GA DYNAMIC ASSESSMENT BY ROCK SLAM	Central Orgs Franchise Airmail	If a routine Dynamic Assessment by Rock Slam fails, the preclear should be prepchecked on "On auditing is there anything you have suppressed?" etc. Then what the preclear can be listed on. Completing and assessing these lists, will give you the dynamic.
Sept 1, 1962 HCO B	3GA DYNAMIC ASSESSMENT BY ROCK SLAM	Central Orgs Franchise Airmail	Gives a step list which modifies earlier HCO Bulletin.
Sept 2, 1962 HCO B	ACCOUNT OF CONGRESS GOAL	Franchise	Account of Congress goal found on Lt. Colonel Voight by Jim Skelton.
Sept 3, 1962 HCO B <i>Modifies HCO B Aug 22, 1962</i>	3GA DYNAMIC ASSESSMENT BY ROCK SLAM	Central Orgs Franchise Airmail	Another step which modifies HCO B Aug 22, 1962
Sept 6, 1962 HCO B	CCH's: MORE INFORMATION	Central Orgs Franchise	CCHs are motion processes not speech processes. Need for correct emphasis of the processes. How to run and handle. The use of two way comm with them. Putting the pc's hand back in his lap. Why the CCHs are done.
Sept 8, 1962 HCO B	3GA TO BE GOALS LINE LISTING	Cen O Con Franchise Airmail	24 line listing for a beingness type goal. How to run. The 24 lines.
Sept 12, 1962 HCO B <i>Corrects HCO B Aug 31, 1962</i>	3GA EXPANDED LINE WORDING CORRECTION	Central Orgs Franchise Airmail	Corrects wording (line 16).
Sept 12, 1962 HCO B	SECURITY CHECKS AGAIN	Cen O Con Franchise	New method of Security Checking far better than any previous one has emerged. The questions to test. Why. Destructive goal. Rock Slam. How to handle. Rock Slam must be at Sensitivity 16. M W/H.
Sept 19, 1962 HCO B	3GA TIPS ON DYNAMIC ASSESSMENT	Central Orgs Franchise Airmail	12 data which are important in relation to 3GA Dynamic Assessment.

## RULES OF THUMB

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Sept 23, 1962 HCO B	A 40-LINE LIST ON A DOINGNESS GOAL	Central Orgs Franchise Airmail	As per title. The 40 lines listed. How they were developed from Create, Interest, Desire, Enforce, and Inhibit.
Sept 27, 1962 HCO B	PROBLEMS INTENSIVE USE	Cen O Con Franchise	The only fully valid lower level process is the Problems Intensive. What it does. It can be combined with the CCHs or used without. How to run. Use of M W/Hs.
Sept 27, 1962 HCO B	DREAM COME TRUE	B P I	How the dream has come true. We can and are clearing them all. It will come out all right.
<i>Cancelled by HCO B Oct 2, 1962</i>			
Oct 1, 1962 HCO B	3GA LISTING BY TIGER BUTTONS 114 NEW LINES FOR LISTING	Sthil Students Franchise Airmail	A student under theory examination is not supposed to know the lines by heart, only the directions and how to put the lines together sensibly. What the lines comprise. Further data. The 1st 12 lines and the balance of the buttons. Directions. How to use the cards and the admin.
<i>Cancels all earlier HCO Bs on Listing</i>			
Oct 2, 1962 HCO B	WHEN YOU NEED REASSURANCE	B P I	We have it now. We can and are clearing them all and you. When all looks dark it will come out all right.
<i>Cancels HCO B Sept 27, 1962</i>			
Oct 3, 1962 HCO B	TIGER DRILLING	Central Orgs Franchise Airmail	Dispatches to LRH from both auditors and pcs with regard to goals and their listing.
Oct 6, 1962 HCO B	WHAT AN AUDITOR IS	Central Orgs Franchise	Letter to LRH from Eleanor Turner, HCO Exec Sec USA regarding her M W/H. The use and value of an auditor to the pc.
Oct 13, 1962 HCO B	PROCESSES	Sthil	The processes and action to be done in X unit, Y unit and Z unit of the SHSBC.
Oct 15, 1962 HCO B	GOAL FINDERS MODEL SESSION	Sthil Franchise Airmail	When the pc has been well prep checked and is well under the auditor's control rudiments can be omitted. Goal finders model session after pc well smoothed out by staff auditors. The model session.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Oct 16, 1962 HCO B.	ROUTINE 3GA LISTING	Central Orgs Franchise	The reason some pcs go Clear on listing and the reason some don't lies entirely with the auditor. Two dominant rules. A list is now run to first comm lag. Pc's decline in answering. In listing the pc is always right. This listing data will not change. Learn it.
Oct 17, 1962 HCO B	AUDITOR FAILURE TO UNDERSTAND	Central Orgs Franchise	The correct auditor response if he she fails to understand what the pc said. To do anything else is not only bad form, it can amount to a heavy ARC Break. Invalidation, evaluation. Driving in anchor points. Rock slammer auditors. Summary.
<i>Reissued in HCO B 23 May 1971 Issue VI</i>			
Oct 18, 1962 HCO B	3GA LISTING BY PREHAVE	Central Orgs Franchise Airmail	If pc is not doing well on listing the goal on any earlier system use the Pre-Have levels. Do an ordinary assessment by elimination and fit the level into the 32 lines given. Directions. What to do and what not to do.
Oct 29, 1962 HCO B	PRE-CLEARING INTENSIVE	Central Orgs Franchise Airmail	On cases that have had many clearing procedures do the five steps as stated using the Pre Clearing Scale and the 17 prep check buttons.
Nov 7, 1962 HCO B	WRONG GOALS, IMPORTANCE OF REPAIR OF	Cen O Con Franchise	What actions to take immediately when a wrong goal has been discovered. This must be done immediately. No other action to be done till complete. Who should do it. Finding and running wrong goals is very destructive and dangerous to a pc's life and health. Further data. Symptoms of a right goal listed wrongly. Symptoms of a wrong or improperly cleared goal, unlisted. Symptoms of a wrong goal listed. Symptoms of a right goal unlisted. Wrong goals are dynamite. How to handle.
Nov 7, 1962 HCO B Issue II	ROUTINE 3-21 THE TWENTY-ONE STEPS FINDING GOALS	Cen O Con Franchise Airmail	As per title. No substitute for a well trained, accurate, out to help the pc auditor. Steps 1-21. Tips. Further data. Rock

Slamming items.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Nov 7, 1962 HCO B Issue III	"ROLL YOUR OWN PRE HAV"	Cen O Con Franchise Airmail	Purpose of roll your own Pre Hav. Three points. How to do an assessment. Terms defined. The most accurate assessment. Doing the assessment. Roll your own, what it consists of.
<i>Cancels all earlier HCO Bs on how to do a Prehav Assessment</i>			
Nov 8, 1962 HCO B	SOMATICS HOW TO TELL TERMINALS AND OPPOSITION TERMINALS	Cen O Con Franchise	As per title. Definition of somatic, pain, sensation, term, opp term, co term, item RI, RS, instant Rs, DN, DR. Testing ways of asking, Using Tiger Drill buttons. The line plot data.
Nov 11, 1962 HCO B	3GAXX STRAIGHTENING UP 3GAXX CASES	Central Orgs Franchise Airmail	This is an interim HCO B issued while the main HCO B is in com position. This to be used to speed up progress of all cases on Dynamic Assessment. How to handle 3 steps. Pairs. The rule on all future items.
Nov 12, 1962 HCO B	3GAXX DIRTY NEEDLES AND INCOMPLETE LISTS. HOW TO ASSESS	Central Orgs Franchise Airmail	It is a GAE to use mid ruds every time needle dirties up. All DNs stem from incomplete lists or missed items. Best test for a complete list. Nine assessment steps. How to handle a dirty needle with Problems Intensive. Definition of a complete list.
Nov 17, 1962 HCO B	ROUTINE 3-21	Cen O Con Franchise Airmail	Routine 3-21. Its importance and the other bulletins which refer. Definition: by-passed item. What this causes. The rule. Reliable items. The exact steps to do Routine 3-21. Urgent.
Nov 23, 1962 HCO B	URGENT ROUTINE TWO-TWELVE OPENING PROCEDURE BY ROCK SLAM AN HPA/HCA SKILL	Cen O Con Franchise	Hat check this HCO B with a stiff exam before permitting its use. All cases to have this auditing procedure done at once. Slow gain -- no gain cases. The importance of the process. Rock slammers R2-12 steps 1-12. PTP. What to do with the items. Lists 1-1A-1H. Bonus package. Use with CCHs and Problems Intensive still required. Fast step resumes.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Nov 24, 1962 HCO B	ROUTINE 2-12 LIST ONE - ISSUE ONE THE SCIENTOLOGY LIST	Central Orgs Franchise	This is List One of Routine 2-12. You can lengthen but do not shorten this list. How to use.
Nov 28, 1962 HCO B	R2-12 PRACTICAL DRILLS	Central Orgs Academies	R2-12 Training Drills. The skills a student needs to audit with 2-12. Listed. Coaching the steps. 8 drills listed. The nine things the coach should look for.
Nov 29, 1962 HCO B	ROUTINE 2-12 LIST ONE - ISSUE TWO THE SCIENTOLOGY LIST	Central Orgs Franchise	List One -- Issue 2. Do not add to it or change it. How to use.
Nov 29, 1962 HCO B <i>Replaces HCO B Aug 21, 1962</i>	ROUTINES 2-12, 3-21, and 3GAXX TIGER DRILL FOR NULLING BY MID RUDS	Sthil Students Cen O Con Franchise	How to use. Drill on new nulling procedures. Position, use of Tiger Drill, Buttons used, Tiger and Big Tiger. Drills 1-10. Acks, suppress.
Dec 4, 1962 HCO B <i>Added to by HCO B Dec 9, 1962</i>	ROUTINE 2-12 LIST ONE - ISSUE THREE THE SCIENTOLOGY LIST	Central Orgs Franchise	Do not add to list as you will get incomplete list phenomena.
Dec 5, 1962 HCO B <i>Corrected by HCO B Dec 17 1962 Corrections</i>	2-12, 3GAXX, 3-21 and ROUTINE 2-10 MODERN ASSESSMENT	Central Orgs Franchise	The only actual test of a list is "is it nullable" or will a dirty needle take over. What assessment is prevented by. Definitions of assessment, listing, nulling, rock slammer, nullable, a dead horse, skunked. Writing the list. Nulling. List appearance -- examples. Assess ments. Routine 2-10. Eleven steps.
Dec 6, 1962 HCO B	R2-10, R2-12 3GAXX DATA, THE ZERO A STEPS AND PURPOSE OF PROCESSES	Cen O Con Franchise	Rule re RSing item on Scn List 1. Corollary. Further data. Zero List. Questions on R2-12. 17 lists. "Never RSing" pcs. Rocket reads vs RSES. Purpose of processes.
Dec 8, 1962 HCO B	TRAINING X UNIT	Sthil Students Academies	The biggest hole in student auditing is the inability to clean up a needle. The value of List One with regard to this.

Purpose of Unit V and Unit X.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Dec 8, 1962 HCO B	CORRECTIONS HCO BULLETIN DECEMBER 5 AD12  <i>Corrects HCO B Dec 5, 1962</i>	Central Orgs Franchise	The corrections listed, Page 2 and Page 6.
Dec 9, 1962 HCO B	ROUTINE 2-12 LIST ONE ADD TO LIST ONE ISSUE THREE  <i>Addition to HCO B Dec 4, 1962</i>	Central Orgs Franchise	Auditors at end of 2nd column is part of 2nd column and is used in assessment. Directions re rock slams. Add these items to List 1 Issue 3.
Dec 15, 1962 HCO B	URGENT R2-12 THE FATAL ERROR	Central Orgs Franchise	The surest way to retard and upset a case with R2-12 is to find an RS on List One, Tiger Drill it down to a dirty needle, represent it. The case will hang up at this point. 2 rules laid down. A case bogs when you represent an RSing item. Further data with regard to this.
Dec 17, 1962 HCO B	CORRECTION TO HCO B DEC 5 1962  <i>Corrects HCO B Dec 5, 1962</i>	Central Orgs Franchise	Corrections to typist's error, page 5. How it should read.
Dec 30, 1962 HCO B	URGENT IMPORTANT ROUTINES 2-12 AND 2-10 CASE ERRORS POINTS OF GREATEST IMPORTANCE	Central Orgs Franchise	The errors in doing R2-10 and R2-12 are divided into two broad errors (a) auditing (b) deriving from errors in the exact skills of R2-10 and 2-12. Auditing errors -- basics and what is needed to be known well. Errors in R2-10 exact skills. Errors, auditor responsibility, direction of process, no auditing, failure to save records, failing to find RS on List One, representing an RS item, Oppose RIs, incomplete lists, wrong way oppose, lists that won't complete. Long long lists. Conclusion. Case remedy. Summary.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
1 9 6 3			
Jan 1, 1963 HCO B	ACADEMY CURRICULUM HOW TO TEACH AUDITING AND ROUTINE 2	Central Orgs	With the placing of clearing technology into HCA/HPA hands, we must revise our concept of training. Two checksheets, (a) for Routine 2, (b) for basic auditing skills. How a student progresses through the phases. The importance of course regulations.
Jan 3, 1963 HCO B	ROUTINE 2 IMPORTANT OPPOSITION LISTS RIGHT AND WRONG OPPOSE	Central Orgs Franchise	Indicators for testing Right Way Oppose and Wrong Way Oppose are the subject of this bulletin. Potential miscalling an RI. Right way indications. Wrong way oppose indications. Further data.
Jan 14, 1963 HCO B	RINGS CAUSING "ROCK SLAMS"	Central Orgs Franchise	Dispatch about the effect rings can have and rock slams.
Jan 14, 1963 HCO B  <i>Cancelled by HCO B Aug 9, 1963</i>	DEFINITION OF RELEASE	HCO Secs Org Secs Franchise	A release is a person who has had worthwhile gains from Scn processing, and has four packages found by Routine 2.
Jan 27, 1963 HCO B	URGENT ROUTINE 2 - SIMPLIFIED (Communicator: Mimeo at once and Rush to all Tech Divisions)	Cen O Con Franchise Students	Simplification. If you don't get results from R2-12 it's being done wrong. Case repair.
Feb 1, 1963 HCO B	ROUTINE 3 URGENT - URGENT - URGENT ALL CLASS III AND IV AUDITORS	Central Orgs Franchise Airmail Class III & IV Auditors	Confidential.
Feb 11, 1963 HCO B	CURRENT AUDITING	Franchise Cen O Con	This has become unsettled. Why. What LRH was looking for -- 4 points. Data on R3-MX and R2-12A. Valid processes then listed 1-8. ~now these and you can crack and handle any case and clear.
Feb 15, 1963 HCO B	R2-R3 LISTING RULES	Central Orgs Franchise	Listing to a still TA -- seven points. The rules of a complete list for R2-R3, nine points listed. Audit R2 and R3 by the

rules.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Feb 20, 1963 HCO B	ROUTINE 2 & 3 MODEL SESSIONS	Central Orgs Franchise	Revised version of Goal Finder Model Session. Changes listed. Session preliminaries. Routine 2 & 3. Model session - start of session, rudiments, running O/W, running the mid ruds, running the random rudiment. End of session.
Feb 22, 1963 HCO B <i>Corrected by</i> <i>HCO Bs Mar 6</i> <i>and Mar 13 1963</i>	ROUTINE 3-M RUNDOWN BY STEPS	Franchise Cen O Con	Confidential.
Mar 4, 1963 HCO B	URGENT ROUTINE 2-10, 2-12, 2-12A	Central Orgs	Cease to use Routine 2-10, 2-12 and 2-12A in HGC and Academy and on staff with certain exceptions. LRH working on R2-GX.
Mar 6, 1963 HCO B <i>Corrects HCO</i> <i>B Feb 22,</i> <i>1963</i>	URGENT CORRECTION TO HCO BULLETIN OF FEB 22, 1963	Central Orgs Franchise	Step I and II corrected.
Mar 8, 1963 HCO B	USE OF THE BIG MIDDLE RUDIMENTS	Central Orgs Franchise	Where the Big Mid Ruds can be used. Order of the buttons. Repetitive and fast.
Mar 9, 1963 HCO B <i>Corrected by</i> <i>HCO B Mar 13</i> <i>1963</i>	URGENT ROUTINE 2 8 3M CORRECTION TO 3M STEPS 13, 14	Franchise	Confidential.
Mar 10, 1963 HCO B	URGENT ROUTINE 2-10, 2-12, 2-12A (Also applies to Routine 3-M) VANISHED RS OR RR	Central Orgs Franchise	What makes RRs and RSs vanish. Restoring the RR and RS. How to do it. All items count. Summary.
Mar 13, 1963 HCO B <i>Corrects HCO</i> <i>Bs Feb 22 and</i> <i>Mar 9, 1963</i>	URGENT ROUTINES R2 and 3M ADDITIONAL CORRECTION TO 3M STEPS 13, 14	Central Orgs Franchise	Correction to both these bulletins.
Mar 13, 1963 HCO B Issue II <i>Corrected by</i>	THE END OF A GPM (Class V and above only.)	Central Orgs Franchise	Confidential.

*HCO Bs Mar  
17, 1963 and  
Apr 8, 1963*

Confidential  
to lower  
levels)

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Mar 14, 1963 HCO B OF	URGENT ROUTINE 2 - ROUTINE 3 ARC BREAKS, OF	Central Orgs Franchise	ARC Breaks and the Sad Effect. The ARC Break. Cause of ARC Breaks. ARC Break rule. Mid Rud rule. The Sad Effect. Five rules. The 15 prin HANDLING cipal causes of ARC Breaks in R2 and R3. The cycle of the ARC Break. The auditor's view. The D of P's view. The drill.
Mar 17, 1963 HCO B <i>Corrects HCO B Mar Z3, 1963 Issue II</i>	URGENT R2 - R3 CORRECTIONS TYPOGRAPHICALS AND ADDED ERRORS HCO B MAR 13 1963 ISSUE II (Class VI and above only. Confidential to lower levels)	Central Orgs Franchise	Confidential.
Mar 18, 1963 HCO B	R2 - R3 IMPORTANT DATA DON'T FORCE THE PC (Class VI and above only. Confidential to lower levels)	Central Orgs Franchise	Confidential.
Mar 23, 1963 HCO B	CLEAR AND OT	Franchise	Don't try to make an OT before you make a clear. Why. The importance of this.
Mar 29, 1963 HCO B	SUMMARY OF SECURITY CHECKING	Central Orgs Franchise	LRH requested Reg Sharpe to do a rundown on Sec Checking. This bulle tin is it. Importance of Sec Checking. A specialised type of auditing. Success of auditor. Done in Model Session. How to clean the question. Important to get the question clean rather than rush from one question to the next. If you leave a question unflat tell the pc and mark it in the auditor's report.
Mar 30, 1963 HCO B	URGENT URGENT URGENT AFFECTS EVERY CASE BEING CLEARED. ROUTINE 3-M SIMPLIFIED (Cancels earlier R3-M Steps R3-M2, R3M Issue II)	Franchise Cen O Con	Confidential
		(Class VI and above only. Confidential to lower levels)	

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SUMMARY OF  
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<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Apr 18, 1963 HCO B	URGENT ROUTINE 3-M2 DIRECTIVE LISTING (Class VI and above only. Confidential to lower levels)	Central Orgs Franchise	Confidential.
Apr 23, 1963 HCO B <i>Cancellation of HCO B Apr 17, 1963</i>	R3-M2	Central Orgs	Confidential.
Apr 23, 1963 HCO B <i>Corrected by HCO B Apr 30, 1963</i>	ROUTINE 3-M2 HANDLING THE GPM (Class VI and above only. Confidential to lower levels.)	Franchise	Confidential.
Apr 24, 1963 HCO B	ROUTINE 3-M2 TIPS THE ROCKET READ OF A RELIABLE ITEM	Franchise	As per title. Nulling R3 RI Oppose lists. Listing rules. Don't echo invalidate.
Apr 25, 1963 HCO B	METER READING TRs	Central Orgs Academies	Definition of instant read, instant rudiment read. A needle reaction. Major thought, minor thought. E Meter TR20, E-Meter TR21.
Apr 28, 1963 HCO B <i>Replaces HCO B Apr 17 1963</i> <i>Added to by HCO B May 4, 1963</i>	ROUTINE 3 AN ACTUAL LINE PLOT (Class VI and above only. Confidential to lower levels . )	Central Orgs Franchise	Confidential.
Apr 29, 1963 HCO B <i>Cancelled by HCO B Jan 21, 1970</i>	MODERNISED TRAINING DRILLS USING PERMISSIVE COACHING	Central Orgs Academies	The purpose of these TRs. TRs 0, B, C and D, TRs 1, 2, 3 and 4.
Apr 29, 1963 HCO B	URGENT ROUTINE 3 DIRECTIVE LISTING LISTING LIABILITIES (Class VI and	Central Orgs Franchise	Confidential.

above only.  
Confidential to  
lower levels.)

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Apr 30, 1963 HCO B <i>Corrects HCO B Apr 23, 1963</i>	ROUTINE 3 CORRECTION TO HCO B 23 APRIL 1963 HANDLING THE GPM (Class VI and above only. Confidential to lower levels.)	Central Orgs Franchise	Confidential.
May 4, 1963 HCO B <i>Addition to HCO B of Apr 28, 1963</i>	URGENT ROUTINE 3 AN ACTUAL LINE PLOT NO. 2 ( Class VI and above only. Confidential to lower levels)	Central Orgs Franchise	Confidential.
May 5, 1963 HCO B	ROUTINE 3 R3 STABLE DATA (Class VI and above only. Confidential to lower levels)	Central Orgs Franchise	Confidential.
May 8, 1963 HCO B	ROUTINE 3 THE NATURE OF FORMATION OF GPM (Class VI and above only. Confidential to lower levels)	Central Orgs Franchise	Confidential.
May 11, 1963 HCO B	ROUTINE 3 (CONFIDENTIAL) (Class VI and above only. Confidential to lower levels)	Central Orgs Franchise	Confidential.
May 12, 1963 HCO B	ROUTINE 3 RI FORM (GPM RI FORM CORRECTED) (Class VI and above only. Confidential to lower levels)	Central Orgs Franchise	Confidential.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
May 13, 1963 HCO B	ROUTINE 3 ROUTINE 3-N DIRECTIVE LISTING WITH NEW ROUTINE 3 MODEL SESSION (Class VI and above only. Confidential to lower levels)	Central Orgs Franchise	Confidential.
May 15, 1963 HCO B BY 1	THE TIME TRACK AND ENGRAM CHAINS	Central Orgs Franchise	Engram running simplified. Why people have trouble running en RUNNING grams. Three things that stand in the way of learning about en BULLETIN grams. The time track. Definitions. The influence of the time track. Apparent faults in, creation and origin of the time track.
May 20, 1963 HCO B	ROUTINE 3-N PROPER PROGRAMMING FAST BLOWING RIs (Class VI and above only. Confidential to lower levels)	Central Orgs Franchise	Confidential.
May 21, 1963 HCO B	INQUISITIVE TR	Central Orgs Academies	As per title. For use on SHSBC.
May 21, 1963 HCO B <i>Amended by HCO B Nov, 19, 1963</i>	ROUTINE 3 R-3 MODEL SESSION	Central Orgs Franchise	New R3 Model Session. All other Model Sessions cancelled. This form to be used in all auditing in the future. Session preliminaries, start of session, rudiments, running O/Ws, running the mid ruds, order of buttons, pulling M W/H. Body of session, end of body of session, smooth out session goals and chains, having ness. Ending session. Further data.
May 26, 1963 HCO B	ROUTINE 3 LINE PLOT (Class VI and above only. Confidential to lower levels)	Central Orgs Franchise	Confidential.
May 27, 1963 HCO B	ALL AUDITING STAR RATING HCO BULLETIN FOR ACADEMIES	Cen O Con Franchise	Two rules with regard to ARC Breaks. 13 ways of bypassing charge. The pc never knows why the ARC Break. The trick is to find and indicate the

AND SHSBC  
CAUSE OF ARC  
BREAKS

right bypassed charge. Finding and  
indicating incorrect BPC will not

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
June 4, 1963 HCO B	CHECKING OUT THE JOBURG. TIPS TO SEC CHECK INSTRUCTORS	Central Orgs Academies	turn off the BPC. ARC Break processes. Rudiments, Q & A, ARC Breaks. Echo metering. Missed withholdings. Apparent bad morale.
June 4, 1963 HCO B	ROUTINE 3 HANDLING GPMs (Class VI and above only. Confidential to lower levels)	Central Orgs Franchise	Tips re last 2 pages of Joburg. 3 points the student is flunked on. Reasons for these flunks. GAE's in Sec Checking.
June 8, 1963 HCO B	THE TIME TRACK AND ENGRAM RUNNING BY CHAINS BULLETIN 2	Central Orgs Franchise	A system which reduces the charge on the existing track is valid processing. According to early axioms, the single source of aberration is time. Time must be handled with confidence for the pc. Three reasons why a pc can't run engrams. Charge and the time track. 8 levels of state of case scale. The case scale is devoted to chronic level. Its use in programming a case. The use of the E-Meter and what it registers. How charge is held in place. How basic is run differently from later incidents on a chain. 3 principal actions with regard to chronic charge. Time track created by involuntary response of the theta. Further data on the 8 levels of case and the charge related thereto. The theta's two mistakes.
June 13, 1963 HCO B	NEW TRAINING DRILLS LISTING AND FINDING TOP QPP TERM	Central Orgs Academies	As per title also Listing and Finding next goal.
June 24, 1963 HCO B <i>Correcied by HCO B 24 June, 1963 Correction</i>	ROUTINE 3 ENGRAM RUNNING BY CHAINS BULLETIN 3	Central Orgs Franchise	First and second lesson in running engrams. No Q & A permitted. Dating. Rule: whenever charge is missed the time track tends to group ARC Breaks. Two rules. Early engram running. In tracing failures of auditors to run R-3R -- 6 points. Routine 3-R. Routine

3-R by steps. There is no variation of these steps for any reason.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
June 24, 1963 HCO B	CORRECTION ON- HCO BULLETIN OF JUNE 24, AD13 - R3 -- ENGRAM RUNNING BY CHAINS, BULLETIN 3		The correction itself (change of one word.)
June 25, 1963 HCO B	ROUTINE 2H ARC BREAKS BY ASSESSMENT	Central Orgs Franchise	A valuable unlimited process but is a training must before auditors are permitted to run engrams. R2H by steps, 1-4. The assessment form.
July 1, 1963 HCO Technical Form	LINE PLOT FIRST SERIES (Class VI and above only. Confidential to lower levels)	-	Confidential.
July 1, 1963 HCO B	ROUTINE 3R BULLETIN 4 PRELIMINARY STEP	Central Orgs Franchise	R3R preliminary step done to ensure the correct incident chain is run. The importance of staying on the chain and completing once found. Rules with regard to TA and the chain. When to do a new preliminary. Exact procedure of assessment. Rules of listing. ARC Breaks. Earlier assessments.
July 5, 1963 HCO B	ALL ROUTINES ARC BREAK ASSESSMENTS	Franchise Academies Cen O Con B P I	(HCO Secs - checkout all ARC Break Assessment HCO B's on all execs including registrars and on all staff auditors and instruc- tors.) The value of the lists. Locate and indicate. Four ways of using the list. General ARC Break assessment. Prefixes and their use. Lists 1, 2, 3, 4.
July 5, 1963 HCO B	CCH'S REWRITTEN	Cen O Con Franchise	Control-Communication-Havingness Processes. CCH's 1-4.
<p><i>Replaces HCO B Nov 2, 1961 Training CCHs and HCO PL May 15, 1962 CCH's Rewritten. Replaced by HCO B Dec 1, 1965</i></p>			

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
July 9, 1963 HCO B	A TECHNICAL SUMMARY THE REQUIRED SKILLS OF PROCESSING AND WHY	Central Orgs Franchise	Auditor skills required to handle any case, case level 8 to case level 3. Basic auditing skills. Auditor judgement. Case level 1 with skills rehabilitated is OT. Various other states described.
July 11, 1963 HCO B <i>Superceded by HCO B July 23, 1963</i>	AUDITING RUNDOWN MISSED WITHHOLDS TO BE RUN IN XI UNIT	Sthil SHSBC	As per title. Two steps. The use of it. Suggestion made by Bernie Pesco.
July 14, 1963 HCO B <i>Attach to and correct HCO B Apr 17, 1963 HCO B July 24 1963 to be attached</i>	ROUTINE 3N LINE PLOTS (Class VI and above only. Confidential to lower levels)	Central Orgs Franchise	Confidential.
July 17, 1963 HCO B	ERRORS IN RUNNING 3N	Central Orgs Tech Directors Franchise for Info	Confidential.
July 21, 1963 HCO B	CO-AUDIT ARC BREAK PROCESS	Central Orgs Franchise for info.	As per title. Results of using the ARC Break process in Sydney Co-Audit.
July 22, 1963 HCO B Issue II	YOU CAN BE RIGHT	M A Franchise B P I	Rightness and wrongness form a common source of argument and struggle. The concept of rightness reaches very high and very low on the Tone Scale. Definition of overt act. Inborn impulse in everyone to try to be right -- justifications. Truth is built by those who have the breadth and balance to see also where they are wrong. Fundamental of aberration. Those who won't be audited are totally fixed on asserted rightness.
July 22, 1963 HCO B Issue II	ORG TECHNICAL HGC PROCESSES AND TRAINING	Central Orgs Tech Depts	HCO Secs check out on all Tech staff star rating. The importance of quality of tech delivery. Use maxim of get TA on the pc. How to get TA action. What HGC gains depend on. Programming pcs. What it depends on. Gains, precautions, auditor skill detailed.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
July 23, 1963 HCO B  <i>Supercedes HCO B July 11 1963 same title which was issued to SHSBC only</i>	AUDITING RUNDOWN MISSED WITHHOLDS TO BE RUN IN XI UNIT	Central Orgs for info Sthil SHSBC	As per title. Two questions. Its use. Proposed by Bernie Pesco.
July 24, 1963 HCO B  <i>Corrects HCO B July 14, 1963. Attach to copies of this and HCO B Apr 17, 1963</i>	R3N CORRECTIONS (Class VI and above only. Confidential to lower levels)	Central Orgs Franchise	Confidential.
July 26, 1963 HCO B	TRAINING TECHNOLOGY COACHING AND THEORY MATERIAL	Central Orgs Tech Depts	The "What do you consider that means" Training Drill -- examples. Tips to coaches.
July 28, 1963 HCO B	TIME AND THE TONE ARM	Central Orgs Franchise	(Star rating - HCO Secs: Check out on all technical staff except for percentage of cases which is not star rated) Time single source of aberration. To make an OT one has to clear the time track. Dating errors stop TA. How this relates to case levels 3-8, and what can be run on them.
July 29, 1963 HCO B	SCIENTOLOGY REVIEW	Central Orgs Franchise	(HCO Secs take up at a Staff Meeting. Field Auditors take up at group meetings.) We have made it. The wins we've had listed. Other problems.
July 29, 1963 HCO B	SAINT HILL SPECIAL BRIEFING COURSE TRAINING DRILLS CHECKING FOR A CLEAN NEEDLE	SHSBC	Drill checking for a clean needle, Q 8 A drill, dating. Engram run ning by chains. Questions that can be asked by the coach at the end of each incident.
Aug 4, 1963 HCO B	ALL ROUTINES E- METER ERRORS COMMUNICATION CYCLE ERROR	Central Orgs Franchise	The role of the E-Meter in audit ing. Meter dependence, dating dependence, RIs, meter invalida tion. Cleaning cleans, dirty needle. Five rules. Summary.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Aug 9, 1963 HCO B <i>Cancels HCO B Jan 14, 1963</i>	DEFINITION OF RELEASE	HCO Secs Org Secs Franchise Field B P I	Release: One who knows he or she has had worthwhile gains from Scientology and who knows he or she will not now get worse.
Aug 11, 1963 HCO B	ARC BREAK ASSESSMENTS	Central Orgs Franchise	Don't ever do an ARC Break assessment till the pc has given up trying to untangle it. Don't date anything for the pc till he has completely given up trying himself.
Aug 14, 1963 HCO B	LECTURE GRAPHS	Central Orgs	Graphs that accompany SHSBC tapes July 25, 1963, Aug 7 1963, Aug 8, 1963.
Aug 19, 1963 HCO B	SCIENTOLOGY TWO STAR RATED HCO BULLETIN HOW TO DO AN ARC BREAK ASSESSMENT	Central Orgs Franchise	(HCO Secs check out on all Tech execs and personnel. Tech Dirs check out on HCO Secs and Assn/Org Secs.) ARC Break handling. 5 uses for ARC Break assessments. ARC Break assessment by steps 1-6. This is not R2H. Purpose of assessment. With a session, with Scn, with org. Further data.
Aug 20, 1963 HCO B	SCIENTOLOGY THREE AND FOUR R3R - R3N THE PRECLEAR'S POSTULATES	Central Orgs Franchise	Pc's postulates stronger the earlier on the track you go back. Don't leave postulates charged.
Aug 22, 1963 HCO B	TECH PREPARATION FOR HCO POL. LTR. 21 AUG, 1963, PROJECT 80 THE ITSA LINE AND TONE ARM	Route copy to: HCO Area Sec Org/Assn Sec D of T D of P Head of Staff Co-Audit PE Director	HCO Area Sec should cause to be played to the staff five SHSBC tapes. The data contained therein. Staff attention on Itsa line, TA, proper use of ARC Break assessments. Directing the pc's attention adroitly.
Aug 24, 1963 HCO B	ROUTINE 3N SCIENTOLOGY FOUR CONFIDENTIAL (Class VI and above only. Confidential to lower levels)	Central Orgs Franchise	Confidential.
Sept 1, 1963 HCO B	SCIENTOLOGY THREE CLEARING - CLEARING - CLEARING	Central Orgs Franchise	Five levels of Scientology have brought order into our work. Tapes of Aug 27, 28, 29 give the Clear definitions. Definition of service facsimile. This is done

### ROUTINE 3 SC

by the pc. When the TA is hung up there are SFs. Three things an

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Sept 4, 1963 HCO B	ASSESSMENT TR	SHSBC Central Orgs Tech Depts	SF is used to do. Finding and running a Service Facsimile. When to do 18 button prep check.
Sept 6, 1963 HCO B	SCIENTOLOGY FIVE INSTRUCTING IN SCIENTOLOGY AUDITING INSTRUCTOR'S TASK D OF P'S CASE HANDLING	HCO Sec Tech Dir D of T D of P Five copies to each org. Orgs do not restencil	The purpose of the TR and balance of actions.
Sept 9, 1963 HCO B	REPETITIVE RUDIMENTS AND REPETITIVE PREPCHECKING	Central Orgs Franchise	Duty of D of P and instructions -- Drawings A, B, C and their use. Safe assumptions and how they can be "hidden" from view. It is the body of data exactly and precisely used that resolved the human mind.
Sept 12, 1963 HCO B	CCH'S DATA	Central Orgs Franchise	(Compiled from HCO B's July 2, 3, and 4, 1963) How to get the rudiments in. Fast checking, repetitive prepchecking, Steps 1-4. Double cleaning.
Sept 22, 1963 HCO B <i>Cancels HCO Tech letter Oct 1, 1962</i>	SCIENTOLOGY TWO PREP CHECK BUTTONS	Central Orgs Franchise	Following order of Prepcheck buttons to be used. How and with what prefixes. Big mid ruds, a useful tip. Two useful pairs. Dirty needle. The old order of prepcheck buttons and for what they may be used.
Sept 23, 1963 HCO B	SCIENTOLOGY 0-V TAPE COVERAGE OF NEW TECHNOLOGY	Central Orgs	As per title. The pertinent tapes listed. Summary of modern Scientology from lowest to highest levels. History has been made. Scn is capable of fully freeing man.
Sept 25, 1963 HCO B	SCIENTOLOGY 1 TO IV ADEQUATE TONE ARM ACTION	Central Orgs Franchise	Pc's gain is directly and only proportional to TA action. Measured by number of divs per 2-1/2 hour session. Examples from excellent to harmful per session and 25 hour intensive. Further data.
Sept 25, 1963 HCO B	LISTING AND NULLING FOR LOCKS, NOT	Central Orgs Franchise	(Compiled from HCO B Dec 5, 1962, Dec 30 1962, Feb 13, 1963, April 8 1963). Only actual test of a

RIs

list -- is it nullable or will a

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Sept 28, 1963 HCO B <i>Amplifies HCO B of May 8, 1963</i>	SCIENTOLOGY FOUR IMPORTANT ACTUAL GOALS (Class VI and above only. Confidential to lower levels)	Cen O Con Franchise All St Hill Graduates	dirty needle take over. How assessment is prevented by, 5 points. Definitions. Writing the list, dope off and hard listing. Nulling list appearances. Examples.
Oct 1, 1963 HCO B	TRAINING CYCLES	Academies -- info	Confidential. Dispatch Joe Breeden sent to LRH about training. Training cycles in an Academy.
Oct 1, 1963 HCO B	SCIENTOLOGY ALL HOW TO GET TONE ARM ACTION	Franchise Cen O Con	Most vital necessity of auditing at any level of Scn is to get TA action. New data on the E-Meter. Tone arm assessment rule -- a silent auditor invites Itsa. Over restimulation. Sources of re stimulation. List for assessment.
Oct 2, 1963 HCO B	URGENT -- GPMs EXPERIMENTAL PROCESS WITHDRAWN	Central Orgs Franchise	The tape of Sept 24, 1963 R4MTA has been withdrawn. Why. Process R4MTA is cancelled. R3M2 is reinstated in full.
Oct 8, 1963 HCO B	SCIENTOLOGY I to III HOW TO GET TA ANALYSING AUDITING	Central Orgs Franchise	Theory of TA action. Several distinct styles of auditing have been in existence. Now a new type. Listen Style. Six basic data, six basic crimes of listen style. The steps of learning it, plus 8 points to watch for.
Oct 16, 1963 HCO B	R3SC SLOW ASSESSMENT	Central Orgs Franchise	Ian Tampion of the Melbourne Org just completing the SHSBC, reports on Itsa and Slow Assessment.
Oct 17, 1963 HCO Technical Form	R-2C SLOW ASSESSMENT BY DYNAMICS	Central Orgs Franchise 'Itsa'.	Form which covers subjects on 1-4 dynamics which may be used for 'Itsa'.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Oct 17, 1963 HCO B  <i>Reissued to Field Jan 17, 1964 Continued in HCO B Oct 31, 1963</i>	R-2C SLOW ASSESSMENT BY DYNAMICS  DIRECTIONS FOR USE OF HCO TECHNICAL FORM OF OCTOBER 17 1963	Central Orgs Franchise	The use and application of the form. Three important points to cover in getting in the Itsa line. Assessment stress. This lifetime ARC Breaks assessment, 5 points. The importance of keeping all records.
Oct 31, 1963 HCO B  <i>Continuation of HCO B Oct 17, 1963</i>	R-2C SLOW ASSESSMENT BY DYNAMICS (CONT'D)	Central Orgs Franchise	Form which covers subjects on 5-8 dynamics which may be used for 'Itsa'.
Nov 19, 1963 HCO B  <i>Amends HCO B May 21, 1963 All other Model Sessions are cancelled</i>	ROUTINE 3 R-3 MODEL SESSION REVISED	Central Orgs Franchise	Session preliminaries. Start of session, rudiments, running O/W. Running the mid rudiments. Order of buttons, pulling missed W/Hs, body of session, end of body of session, smooth out session goals and gains. Havingness, ending session, end of session.
Nov 25, 1963 HCO B	DIRTY NEEDLES	Central Orgs Franchise	If pc has a dirty needle its cause is cut Itsa or L1 session ARC Break. No other source can cause a DN. Examples. If the pc has a dirty needle the basic auditing of the auditor is bad. Difference between dirty read and dirty needle.
Nov 26, 1963 HCO B	ALL LEVELS STAR RATING A NEW TRIANGLE BASIC AUDITING, TECHNIQUE, CASE ANALYSIS	Central Orgs Franchise	All auditing divided into three parts, basic auditing, technique, and case analysis. Details regarding basic auditing, technique and case analysis. How to do case analysis, three steps. The three hats of an auditor.
Dec 14, 1963 HCO B	CASE ANALYSIS HEALTH RESEARCH	Central Orgs Franchise analysis.	An account of a successful assist given by Edgar Watson using case
Dec 28, 1963 HCO B	ROUTINE VI INDICATORS PART ONE: GOOD INDICATORS (Class VI and above only. Confidential to lower levels)	Central Orgs Franchise	Confidential.

Dec 31, 1963  
HCO B

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Confidential

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
1 9 6 4			
Jan 8, 1964 HCO B	SCIENTOLOGY VI (Class VI and above only. Confidential to lower levels)	Central Orgs Franchise	Confidential.
Jan 21, 1964 HCO B	METER LEVEL WARNING HOW TO KILL A PC IN LEVEL 5 (Class VI and above only. Confidential to lower levels)	Central Orgs Franchise	Confidential.
Feb 17, 1964 HCO B	-	-	Confidential.
Feb 18, 1964 HCO B	-	-	Confidential.
Feb 18, 1964 HCO B	-	-	Confidential.
Feb 19, 1964 HCO B <i>Taken from HCO B Sept 28, 1963</i>	SCIENTOLOGY V (Class VI and above only. Confidential to lower levels)	Cen O Con Franchise All St Hill Graduates	Confidential.
Feb 19, 1964 HCO B	-	-	Confidential.
Feb 19, 1964 HCO B	-	-	Confidential.
Feb 21, 1964 HCO B	SCIENTOLOGY VI TAUGHT ONLY AT SAINT HILL STAR RATED FOR CLASS VI STUDENTS DIVISIONS OF TRAINING OUTLINE OF COURSE	Cen O Con	Confidential.

Feb 24, 1964  
HCO B

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Confidential.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Feb 24, 1964 HCO B	SCIENTOLOGY VI GOAL NEGATIVES	Dist. for Class VI HCO B's Y Unit Cen Not for general Dist Don't remimeo in Cent Orgs Not Franchise	Confidential.
Feb 25, 1964 HCO B	-	-	Confidential.
Feb 28, 1964 HCO B	-	-	Confidential.
Mar 1, 1964 HCO B	SCIENTOLOGY VI GOALS RECORDING PAIR IN R6 (Class VI and above only. Confidential to lower levels)	Cen Students Tech Staff Sthil	Confidential.
Mar 1, 1964 HCO B	METER READS, SIZE OF (Class VI and above only. Confidential to lower levels)	Cen O Con	Confidential.
Mar 3, 1964 HCO B	-	-	Confidential.
Mar 4, 1964 HCO B  <i>Amends and cancels HCO B June 23, 1962. Amended and cancelled by HCO B May 19, 1964</i>	CLASS II MODEL SESSION	Central Orgs Franchise Sthil Students	Session preliminaries, start of session, beginning rudiments, running O/W, start of process, middle rudiments, end rudiments, goals and gains, end of session. End of process non cyclical, end of process cyclical.
Mar 6, 1964 HCO B	GOALS THAT BEGIN THE SERIES TRACK ANALYSIS (Class VI and above only. Confidential to lower	Sthil Class VI St Hill Co-Audit Central Orgs for info	Confidential.

levels)

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Mar 10, 1964 HCO B	SCIENTOLOGY VI BASIC AUDITING NON-READING METERS METER FLINCH (Class VI and above only. Confidential to lower levels)	Class VI Students Central Orgs for info	Confidential.
Mar 11, 1964 HCO B	SCIENTOLOGY VI BAD INDICATORS AND TECHNICAL NOTES (Class VI and above only. Confidential to lower levels)	Central Orgs St Hill Students Co-Audit	Confidential.
Mar 12, 1964 HCO B	SCIENTOLOGY VI GOALS ASSESSMENT LECTURE NOTES OF JAN 15, 1966 (Class VI and above only. Confidential to lower levels)	SHSBC Class VI Course	Confidential.
Mar 15, 1964 HCO B	SCIENTOLOGY VI OVERWHELMING THE PC (Class VI and above only. Confidential to lower levels)	Class VI Central Orgs	Confidential.
Mar 15, 1964 HCO B Issue II	SCIENTOLOGY VI METER EVERYTHING READING (Class VI and above only. Confidential to lower levels)	Class VI Central Orgs	Confidential.
Mar 16, 1964 HCO B	SCIENTOLOGY VI - PART 2 TRACK ANALYSIS DRILLS (Class VI and above only. Confidential to lower levels)	Sthil Class VI	Confidential.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Mar 16, 1964- HCO B	- (Class VI and above only. Confidential to lower levels)	-	Confidential.
Mar 17, 1964 HCO B	TRACK ANALYSIS (LECTURE NOTES JAN 21, 1964) (Class VI and above only. Confidential to lower levels)	Class VI Students	Confidential.
Mar 19, 1964 HCO B	SCIENTOLOGY VI PART 1 BASIC AUDITING	Class VI Students DRILLS	Confidential.
Mar 19, 1964 HCO B	- (Class VI and above only. Confidential to lower levels)	-	Confidential.
Mar 19, 1964 HCO B	SCIENTOLOGY VI GOAL CHECKOUTS (Class VI and above only. Confidential to lower levels)	Central Orgs Sthil Students Sthil Co-Audit	Confidential.
Mar 20, 1964 HCO B	SCIENTOLOGY VI GOALS THAT DON'T EXIST AS ACTUAL GOALS (Class VI and above only. Confidential to lower levels)	Central Orgs Sthil Students Sthil Co-Audit	Confidential.
Mar 20, 1964 HCO B	SCIENTOLOGY VI - PART 2 TRACK ANALYSIS THE GPM (LECTURE NOTES DEC 17, 1963) (Class VI and above only. Confidential to lower levels)	Sthil Class VI Students	Confidential.
Mar 21, 1964 HCO B	SCIENTOLOGY VI PLOTS (Class VI and	Central Orgs Sthil Students Sthil Co-Audit	Confidential.

above only.  
Confidential to  
lower levels)

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Apr 7, 1964 HCO B	ALL LEVELS Q & A	Cen O Con Franchise (Issued Feb. '65)	Q & A newly defined as it has not reached home. Q & A is a failure to complete a cycle of action on a pc. A cycle of action is redefined as start, continue, complete. The various cycles that must be completed on a pc. Why cycles must be completed. The importance of this.
Apr 7, 1964 HCO B	SCIENTOLOGY VI PART 5 (Class VI and above only. Confidential to lower levels)	-	Confidential.
Apr 7, 1964 HCO B	SCIENTOLOGY VI PART 5 GPM AUDITING (Class VI and above only. Confidential to lower levels)	-	Confidential.
Apr 7, 1964 HCO B	SCIENTOLOGY VI PART 5 R6 AUDITING (Class VI and above only. Confidential to lower levels)	-	Confidential.
Apr 7, 1964 HCO B	SCIENTOLOGY VI PART 6 (Class VI and above only. Confidential to lower levels)	-	Confidential.
Apr 7, 1964	SCIENTOLOGY VI PART 1 TA ACTION (Class VI and above only. Confidential to lower levels)	-	Confidential.
Apr 10, 1964 HCO B	ALL LEVELS AUDITING SKILLS	Franchise	Forms the technical basis of pre clear co-audit and auditor classification. Scn levels I-VI for both pc and auditor skills. 31 things a Class VI auditor should know. Gives basis of three classifications for pc,

co-auditor and auditor.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Apr 13, 1964 HCO B	SCIENTOLOGY VI PART 1 GLOSSARY OF TERMS (Class VI and above only. Confidential to lower levels)	Sthil Class VI	Confidential.
Apr 13, 1964 HCO B	SCIENTOLOGY VI PART 1 TONE ARM ACTION (SUMMARY OF PREVIOUS HCO Bs)	Sthil Class VI	The state of case of the pc has nothing to do with getting tone arm action. Auditor failure to understand. Invalidation, evaluation, dirty needles, cleaning cleans, echo metering. Don't echo invalidate. Meter invalidation, meter dependence, charge, by-passed charge. The ARC Break. The cycle of the ARC Break. ARC Break assessment, Q & A ARC Breaks. Pc tone.
Apr 20, 1964 HCO B  <i>Cancels previous issues</i>	MODEL SESSION LEVELS III TO VI	Central Orgs Franchise	Session preliminaries, start of session, rudiments, running O/W, running the mid rudiments, order of buttons, pulling missed W/Hs, body of session, end body of session, smooth out session, goals and gains, havingness, ending session .
Apr 23, 1964 HCO B  <i>Replaced by HCO Bs Apr 23 1964 and July 3, 1971</i>	SCIENTOLOGY III AUDITING BY LISTS	Central Orgs Franchise	The use of lists 1 and 4 in auditing by list for getting charge off the case. Mark down all TA BDs. How to indicate the charge .
May 19, 1964 HCO B  <i>Amends and cancels HCO Mar 4, 1964 Amended by and canceled by HCO B June 4, 1965</i>	CLASS II MODEL SESSION	Central Orgs Franchise Sthil Students	How to use. Session preliminaries, start of session, beginning rudiments, running O/W, start of process, middle rudiments, end of process non cyclical, end of process cyclical, end rudiments, goals and gains, end of session. The most flagrant errors which can be made.
May 27, 1964 HCO B	AUDITING ASSIGNMENTS	Sthil Course	If this bulletin contradicts any existing practice, this bulletin is the bulletin to follow. As per title. Purpose of the bulletin. Blowy students, how to handle.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
May 31, 1964 HCO B	ARC BREAKS FOR R6 (Class VI and above only. Confidential to lower levels)	-	Confidential.
June 4, 1964 HCO B	R6 AUDITING SKILLS	-	Confidential.
June 9, 1964 HCO B	SCIENTOLOGY VI LEVEL VI PROCESS	-	Confidential.
June 12, 1964 HCO B	EXPERIENCE ON R6	-	Confidential.
June 29, 1964 HCO B	SCIENTOLOGY II TO IV STAR RATED IN ALL ACADEMIES AND SAINT HILL CENTRAL ORG & FIELD AUDITOR TARGETS	Cen O Con Not MA HCO Secs: Check out on all staff	How to get the public on the road to OT when there is no classified auditor in the orgs or field to do it. Use and plug what you've got. Two reasons why anyone in the field would do poorly. How to handle. Drawbacks of Level 6. Learn to profit by the lower levels. Type A and Type B pcs -- Type B can't be cause. How to handle. State of high cause is keyed out Clear. Programme to handle the public.
June 30, 1964 HCO B	SCIENTOLOGY II TO IV FIELD AUDITOR TARGETS	Franchise	As per HCO B June 29 1964 for Franchise Holders.
July 7, 1964 HCO B	SCIENTOLOGY III AND IV JUSTIFICATIONS	Remimeo Franchise Sthil Students	The reasons overts are overts to people is justifications. New overt process. How to run. The value of the process. How general O/W works -- what the pc really is answering and running. Running justifications off is a further south process.
July 8, 1964 HCO B	SCIENTOLOGY III AND IV MORE JUSTIFICATIONS	Remimeo Franchise Sthil Students	List of Scientology justifications.
July 8, 1964 HCO B	SCIENTOLOGY VI GOOD INDICATORS (Class VI and Students	Remimeo Sthil	Confidential.

above only. Franchise  
Confidential to  
lower levels)

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
July 10, 1964 HCO B	OVERTS - ORDER OF EFFECTIVENESS IN PROCESSING (Star rated except for forbidden words list)	Remimeo Sthil Students Franchise	As per title- Scale of 5 levels and what to run to get off overts and raise cause. Responsibility, ARC Breaks, cleaning up O/Ws. Forbidden words. Why overts work.
July 12, 1964 HCO B	SCIENTOLOGY I TO IV MORE ON O/Ws	Remimeo Franchise Sthil Students	Its processes for O/W are almost unlimited. At Level I don't run a process that makes the pc feel accused. Pc will feel accused if run above his level. Temporary sags in level can occur during ARC Breaks with the auditor or with life. Some Level I O/W processes. What to do at Level II, III and IV. Don't run out of ARC processes. All after charge is based on prior ARC.
July 24, 1964 HCO B	SCIENTOLOGY III AND IV TA COUNTERS, USE OF	Remimeo Sthil Students Franchise	TA counters. Process flat when no more than 0.25 div of down TA in 20 minutes. How to note TA for lower level sessions. Advent of worksheets for true TA. How to use the worksheets and the Auditors Report Form. Printed auditors reports never used as worksheets. What goes on the auditors reports. In trying to analyse the session and help the pc more, inspect the worksheets. When to note time.
July 29, 1964 HCO B	SCIENTOLOGY I TO IV GOOD INDICATORS AT LOWER LEVELS	Remimeo Franchise Sthil	John Galusha compiled a list of good indicators from LRH lecture tapes. Three added by LRH at the end. 41 good indicators.
Aug 14, 1964 HCO B <i>Cancels previous issues</i>	SCIENTOLOGY TWO PREPCHECK BUTTONS	Remimeo Franchise Sthil Students	The prepcheck buttons to use when 18 button prepcheck ordered. The prefixes. Big mid ruds. A useful tip. Two useful pairs. Dirty needle indicates the auditor has cut the pc's comm. How to handle . The old order of prepcheck buttons, why they may not be used.
Aug 14, 1964 HCO B <i>Cancels previous issues</i>	MODEL SESSION LEVELS III TO VI	Remimeo Franchise Sthil Students	Session preliminaries, start of session, rudiments, running O/W, running the mid ruds, order of buttons, pulling M W/H, body of session, end of body of session, smooth out session, goals and gains, havingness, ending session, end of session.



<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Aug 17, 1964 HCO B	R6 CO-AUDITING THE PROCESSING OF END WORDS ONLY (Solo and Class VI and above only. Confidential to lower levels)	Remimeo Sthil Students	Confidential.
Aug 17, 1964 <i>Verbatim re- issue of the Section in HCO B Dec 10 1970, Issue I</i>	SCIENTOLOGY I TO IV CLAY TABLE WORK IN TRAINING AND PROCESSING	Remimeo Sthil Students	Clay table work in training. Use on courses. Clay table work in processing. Clay table healing. Intelligence, clay table IQ processing. Handling clay.
Aug 18, 1964 HCO B <i>Canceled by HCO B Sept 27 1964, Clay Table Clearing</i>	SCIENTOLOGY III TO IV CLAY TABLE WORK COVERING CLAY TABLE CLEARING IN DETAIL	Remimeo Sthil Students	Clay table Clearing is a recom mended HGC Process at Levels III and IV. Wishes fall into two broad classes. What the two clay table auditing activities are. Clay table Clearing. In using clay table clearing we do not go into physical ills. The steps of clay table Clearing steps 1-5.
Aug 23, 1964 HCO B	SCIENTOLOGY II HQS COURSE THIS HCO BULLETIN CHANGES EXISTING CHECK- SHEETS	Remimeo	General outline of the HQS Course. Who must now run it. The student may retain the advantage of pre vious passes if still on the checksheet. Purposes of the HQS course. Curriculum. "Therapeutic" TRs. All checkouts star rate. What an HQS can do.
Aug 24, 1964 HCO B	SCIENTOLOGY I TO VI SESSION MUST- NOTS	Remimeo Sthil Students Franchise	Never tell a pc what his PTP is, never set a goal for a pc, never tell a pc what is wrong with him physically, or assume that you know. Permitted auditor state ments. Auditor getting overts off and indicating BPC to the pc when found on the meter.
Sept 7, 1964 HCO B	CLAY TABLE LEVELS	Remimeo Franchise Sthil Students	Who may use clay table work. Why this is. The value of clay table work. Where it will be available. The five things that clay table work handles. Two things which could inhibit this. Technology up to Level IV achieved -- let's get it right, correctly applied and succeed with it.
Sept 7, 1964 HCO B	ALL LEVELS PTPs, OVERTS	Remimeo Franchise	You get no gains in the presence of PTPs and overts. No auditing

Issue II	AND ARC BREAKS	Sthil Students	is possible in the presence of an ARC Break. PTPs, overts, ARC Breaks and how they must be handled and why. Difference between ARC Break assessment and by-passed charge assessment and how they are handled. The handling of clay table sessions.
<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Sept 8, 1964 HCO B	LEVELS II TO IV OVERTS, WHAT LIES BEHIND THEM?	Remimeo Franchise Sthil Students	New basic data on the subject of overts. Cycle of overt. All caved in conditions, illnesses etc. can be traced back to a misunderstood symbol. This is the stuff of which Hades is made. This is why clay table auditing works -- SHSBC tape 3 Sept 1964. The cycle. The value of having this data.
Sept 9, 1964 HCO B Issue II	CLAY TABLE CLEARING	Remimeo Franchise Sthil	The goofs starting to show up in clay table clearing -- if you don't get a word that expresses the "didn't understand" in Step II you don't get anywhere in clay table clearing. Examples of what not to do and what to do. The word accepted by the auditor in Step III must mean the thought or difficulty.
Sept 9, 1964 HCO B Issue III	CLAY TABLE HEALING Sthil Students Scientology Staff	Remimeo Franchise	The purpose, actions and the auditor commands of clay table healing are completely different from clay table clearing. Steps of CTH 1-13. Cautions and further data. Do not do any of the goofs A-K.
Sept 12, 1964 HCO B	CLAY TABLE, MORE GOOFS	Remimeo Sthil Students Sthil Staff	Six goofs listed in clay table healing, clearing and definitions and the correct action to handle.
Sept 27, 1964 HCO B <i>Cancels steps of Clay Table Clearing in HCO B Aug 18 1964</i>	LEVEL IV CLAY TABLE CLEARING	Remimeo Sthil Students	Two points that were learned. The phenomenon if you get the wrong thing to represent in clay. Two important things. Clay table clearing Issue II, nine steps. Routine use remedies. Meter, session form.
Oct 17, 1964 HCO B	CLAY TABLE DATA	Remimeo Sthil Students	The only real errors auditors are making on clay table is not getting their auditing question answered at times. Auditing cycle needed. Get pcs trained into what the

auditing cycle is and get the question or command answered.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Oct 17, 1964 HCO B Issue III	ALL LEVELS GETTING THE PC SESSIONABLE	Remimeo Franchise	When you start to audit new pcs there are three liabilities -- listed. Covert auditing. Examples of handling situations in life with Scientology. Educate the pc. What auditing in general is.
Oct 17, 1964 HCO B Issue III	CLEARING WHY IT WORKS HOW IT IS NECESSARY	Remimeo Sthil Students Franchise	As per title. The basis of the reactive mind is the actual GPM. What makes a keyed out clear. Don't return a pc to clay table once he has started R6. Why. Who R6 can be run on and who not. Why. The mechanics of the reactive mind. If you try to short cut you get failed cases. So that's why the Bridge. LRH's responsibility. The way.
Oct 22, 1964 HCO B	WHAT AN R6 AUDITOR SHOULD KNOW (Class VI and above only. Confidential to lower levels)	-	Confidential.
Oct 22, 1964 HCO B	SCIENTOLOGY VI ARC BREAK ASSESSMENT LIVINGNESS LIST L6L (Class VI and above only. Confidential to lower levels)	Sthil Students	Confidential.
Nov 1, 1964 HCO B	SCIENTOLOGY III AND IV MORE CLAY TABLE CLEARING GOOFS	Remimeo Sthil Students Sthil Scn Staff	Further goofs as per title listed. Eight things that may be at fault and their resolutions. Auditing cycle. CT clearing not only can be done, it clears if done.
Nov 1, 1964 HCO B Issue II	SCIENTOLOGY VI PROVISIONAL CLASS VI CLASSIFICATION AUDITING REQUIREMENTS (Class VI and above only. Confidential to lower levels)	Saint Hill Students Saint Hill Instructors R6 Graduates Post conspicuously in cabinet of R6 materials Saint Hill R6 Graduates	Confidential.
Nov 6, 1964 HCO B	STYLES OF AUDITING	Remimeo Franchise Sthil Students	Notes 1 and 2. A style of auditing for each class. Each style elaborated. Level 0 - Listen Style. Level 1 - Muzzled Style. Level 2

- Guiding Style. Level 3 - Abridged  
Style. Level 4 - Direct Style. Level  
6 - All Style. Summary.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Nov 12, 1964 HCO B <i>Amended by HCO B Feb 21, 1966</i>	SCIENTOLOGY II PC LEVEL O-IV DEFINITION PROCESSES	Remimeo Franchise Sthil Students	Definition processes. Remedy A and B- Auditing style - guiding. Assists - secondary style. Remedies. Guiding style. Guiding secondary style. Definitions processing. Remedy A. Remedy B. Definitions purpose, understanding.
Nov 16, 1964 HCO B	SCIENTOLOGY III AND IV CLAY TABLE GOOFS	Remimeo Sthil Students Scn Staff	GAE's and the fact that they are always huge. What case and auditing supervisors should look for -- and beware of unusual solutions. The goof in clay table healing and clearing -- each item made must be labelled, not just the overall picture.
Dec 8, 1964 HCO B <i>Extract re- issued HCO B Aug 13, 1971</i>	SCIENTOLOGY VI SOLO AUDITING (Class VI and above only. Confidential to lower levels)	-	Confidential.
Dec 10, 1964 HCO B <i>Corrected by HCO B Dec 26 1964</i>	SCIENTOLOGY 0 LISTEN STYLE AUDITING	Remimeo Franchise Sthil Students Sthil Co-Audit	Two ways to run Listen Style. (1) Listen Style co-audit. Seven points of procedure. (2) Individual - 17 points of procedure with 4 priorities. Prompters.
Dec 11, 1964 HCO B	SCIENTOLOGY 0 CURRICULUM FOR LEVEL 0 - HAS EFFECTIVE JANUARY 1, 1965	Remimeo Franchise Sthil Students Sthil	HAS Course Level O is the first requisite course. Theory, practical and auditing requirements. Co-Audit Study goal, goal as an auditor, goal as a pc.
Dec 11, 1964 HCO B <i>Corrected by HCO B Dec 26, 1964</i>	SCIENTOLOGY 0 PROCESSES	Remimeo Franchise Sthil Students Sthil Co-Audit	Whole case gain to be expected from a pc at Level 0 is an increase in ability to talk to others. Three things we're trying to do with Level 0 pcs. Routines and remedies and their differences. Wordings. Routine 0.0, Routine 0.A, Routine 0.B, Routine 0.C (old R-l-C).
Dec 26, 1964 HCO B <i>Corrections to HCO B Dec 11, 1964 and Dec 10, 1964</i>	SCIENTOLOGY ZERO ROUTINE 0-A (EXPANDED)	Remimeo Franchise Sthil Students Sthil Co-Audit	As per title. Additional command added. When Routine 0-A is flat. Listen style co-audit.
Dec 31, 1964 HCO B	SCIENTOLOGY VI ARC BREAK ASSESSMENT L6S	Sthil Students Class VI Grads	Confidential.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
1 9 6 5			
Jan 4, 1965 HCO B <i>Corrected by HCO B Jan 13 , 1965</i> <i>Corrected by HCO B Jan 16, 1965</i>	SCIENTOLOGY VI R6 EW, R6 EWS, R6 EWP, R6 EW CORRECTION (Solo and Class VI and above only. Confidential to lower levels.)	Sthil Students Level VI Staff R6 Graduates	Confidential.
Jan 13, 1965 HCO B <i>Corrects HCO B Jan 4, 1965</i>	CORRECTION TO HCO BULLETIN OF JAN 4, 1965, R6 EW, R6 EWS, R6 EWP (Solo and Class VI and above only. Confidential to lower levels.)	Sthil Students Level VI Staff R6 Graduates	Confidential.
Jan 16, 1965 HCO B <i>Replaced by HCO B Jan 24, 1965</i>	SCIENTOLOGY VI END WORD FORM (Solo and Class VI and above only. Confidential to lower levels)	Sthil Students R6 Co-Audit	Confidential.
Jan 24, 1965 HCO B <i>Replaces HCO B Jan 16, 1965</i>	SCIENTOLOGY VI R6-EW (Solo and Class VI and above only. Confidential to lower levels)	Sthil Students R6 Co-Audit	Confidential.
Jan 25, 1965 HCO B	DEFINITIONS DEFINITION OF A "TERMINAL" (Solo and Class VI and above only. Confidential to lower levels)	Sthil Students R6 Graduates Sthil Co-Audit	Confidential.
Mar 4, 1965 HCO B	LEVEL O MATERIALS	Remimeo Franchise	Study materials for HAS Lesson 1 written by Phyll Stevens from a digest of LRH Study tapes.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Mar 4, 1965 HCO B <i>Amended by HCO B Jan 13, 1967</i>	GRADIENT SCALE FOR SOLO (Solo and Class VI and above only. Confidential to lower levels)	Sthil R6 Provisionals Sthil R6 Co-Audit Sthil Execs Sthil R6 Graduates	Confidential.
Mar 5, 1965 HCO B	SCIENTOLOGY VI R6 EW GOOF A REVIEW OF R6 EW (Solo and Class VI and above only. Confidential to lower levels)	Sthil	Confidential.
Mar 5, 1965 HCO B Issue II	ALL LEVELS BOOK OF CASE REMEDIES APPLICATION OF TECH	Remimeo Franchise Sthil Students Sthil Staff	Beth Fordyce of Detroit USA has sent in new use for the Book of Case Remedies. A good applica tion which can be used.
Mar 10, 1965 HCO B <i>Reissued in HCO B June 19, 1971. edited for the TR Course</i>	SCIENTOLOGY 0 SCIENTOLOGY VI WORDS, MISUNDERSTOOD GOOFS	Remimeo Sthil Students Sthil R6 Co-Audit	How to handle a misunderstood after looking it up. Use it in a few sentences and you've got it. Don't use substitute words .
Mar 15, 1965 HCO B	SCIENTOLOGY VI R6 EW GOOF (Solo and Class VI and above only. Confidential to lower levels)	Sthil R6 Students Sthil R6 Grads Sthil R6 Co-Audit	Confidential.
Mar 23, 1965 HCO B	LEVEL 0 MATERIALS	Remimeo Franchise	Study materials for HAS, Lesson 2. Written by Phyll Stevens from LRH tapes for use in HAS and Level 0.
Mar 29, 1965 HCO B	ALL LEVELS ARC BREAKS	Remimeo Franchise Students	Basis of ARC Breaks found. Vital four things -- misunderstood, ARC Break, overt and PTP. Three points with regard to ARC Break. Further data. An ARC Break occurs on a generality or a not there. Case manifestations. The formula -- 5 steps. Result. Errors.

When something becomes unlocate  
able it can cause an ARC Break.  
Level VI ARC Breaks.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Apr 2, 1965 HCO B	ALL SCIENTOLOGY THE ROAD TO CLEAR	Remimeo B P I Mag Art Auditor Issue 8 Franchise Sthil Students	LRH has made a breakthrough in finding out what Clear is. What Clear is, what release is. Clear is done via Level VI. Clear is not OT. How the reactive mind prevented pcs from doing Route 1. States of being -- Release, Clear, Theta Clear and OT. What is done in the way of processing above Level VI. Plan of going Clear laid out.
Apr 4, 1965 HCO B	ARC BREAKS AND MISSED WITHHOLDS	Remimeo Franchise	Primary error in ARC Break handling is to handle the pc with ARC Break instead of M W/H handling. Why. How to handle if in doubt. Scn auditing does not leave a pc in poor shape unless one goofs on ARC Breaks. Missed W/Hs cause blows. How to handle, 6 steps. Continuous overt -- can solve. Pull the W/Hs.
Apr 5, 1965 HCO B	A CONDITIONS TEST PROCESS 1-10 REGISTRARS	Remimeo B P I Franchise	Send these out to people and have them tell me the answers. The process and response expected.
Apr 7, 1965 HCO B	LEVEL I PREMATURE ACKNOWLEDGE- MENTS	Remimeo Franchise Sthil Students	If people explain to you long after you have understood, you are suffering from premature acknowledgement. How this works. This is why pc's Itsa on with no gain. The quickest way to become a social pariah is to prematurely ack. Hidden ARC Breaks, the cognition wrecker, the stupidifier, the Itsa prolonger. What happens -- what not to do.
Apr 14, 1965 HCO B	"ALL FORMER STUDENTS OF THE SHSBC " (Solo and Class VI and above only. Confidential to lower levels)	Sthil Execs R6 Students R6 Grads R6 Co-Audit	Confidential.
Apr 14, 1965 HCO B	SCIENTOLOGY (GPMs) MATERIALS OF THE GPM UNIT REORGANISED (Solo and Class VI and above	Sthil Students	Confidential.

*Corrected by  
HCO B Apr  
17, 1965*

only.  
Confidential to  
lower levels)

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Apr 17, 1965 HCO B	CORRECTION TO HCO BULLETIN OF APRIL 14 1965, "SCIENTOLOGY (GPMs)" MATERIALS OF THE GPM UNIT REORGANISED (Solo and Class VI and above only. Confidential to lower levels)	Sthil Students	Confidential.
Apr 18, 1965 HCO B	HOW TO APPLY LEVEL PROCESSING (FOR HGCs AND ACADEMIES AND COURSES, HCO SECS, ORG SECS AND ASSN SECS TAKE NOTICE')	Remimeo Franchise Sthil Students Sthil Execs Sthil Staff Auditors	No longer need to audit the pc in front of you. Need only audit with the process next in line. How the level processes must be audited. Technical errors must be avoided -- including alter-is. Pc gets audited on all the pro cesses of the level and then goes on to the next. What D of P must be alert for. Academies and courses must train auditors not to alter-is.
Apr 27, 1965 HCO B	CLAY TABLE HEALING GOOF	Remimeo Sthil Students	A letter from Ian Tampion indica ting a common CTH goof that has been made. Pc can't get, hear and answer the question.
May 5, 1965 HCO B	APPLICATION MORE ON THE APPLICATION OF SCIENTOLOGY TO CHILDREN	Remimeo	Observations and experiences on the processing and training of children -- by Marcia Townsend. Use of CCHs and S-C-S. PE and Comm Course. Summary. Tips.
May 10, 1965 HCO B	THE POWER PROCESSES (Class VII and above auditors only. Confidential to lower levels)	-	Confidential.
May 11, 1965 HCO B	THE POWER PROCESSES (Class VII and above auditors only. Confidential to lower levels)	-	Confidential.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
May 13, 1965 HCO B	LIST 6 EW (Solo and Class VI and above only. Confidential to lower levels)	Gen Non- Remimeo St Hill Students R6 Grads	Confidential.
May 21, 1965 HCO B	HANDLING AUDITORS ON POWER PROCESSES (Class VII and above auditors. Confidential to lower levels)	-	Confidential.
May 22, 1965 HCO B	SCIENTOLOGY III AUDITING BY LISTS	Remimeo Franchise Sthil Students	Revision of HCO B 23 Apr 1964 Difference in BPC indicating procedure. TA and BDs. The use of the process.
<i>Replaces HCO B Apr 23, 1964. Replaced by HCO B July 27, 1965 and July 3, 1971,</i>			
May 23, 1965 HCO B	SCIENTOLOGY VI IMPORTANT R6 EW CHANGE (Solo and Class VI and above only. Confidential to lower levels)	R6 Students Sthil R6 Staff Sthil R6 Grads Sthil	Confidential.
<i>Cancelled by HCO B Jan 12, 1971</i>			
May 24, 1965 HCO B	SESSION FORM FOR THE POWER PROCESSES (Class VII and above auditors only. Confidential to lower levels)	-	Confidential.
May 28, 1965 HCO B	SUPPRESSIVES AND POWER PROCESSES (Class VII and above auditors only. Confidential to lower levels)	-	Confidential.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
June 1, 1965 HCO B	POWER PROCESSES (Class VII and above auditors only. Confidential to lower levels)	-	Confidential.
June 3, 1965 HCO B	SCIENTOLOGY VII WRITING AN AUDITING SUMMARY (Class VII and above auditors only. Confidential to lower levels)	-	Confidential.
June 4, 1965 HCO B <i>Amends and cancels HCO B May 19, 1964</i>	CLASS II MODEL SESSION	Remimeo Franchise Sthil Students	Benefits of the Class II Model Session. Session preliminaries. Start of session, beginning rudi ments, running O/Ws, start of process, middle rudiments. End of process non-cyclical. End of process cyclical. End rudiments, goals and gains, havingness, end of session.
June 10, 1965 HCO B	FAST FLOW PROCESSING (Handwritten) (Class VII and above auditors only. Confidential to lower levels)	-	Confidential.
June 14, 1965 HCO B Issue II <i>Amended by Jan 24, 1969 and Mar 17, 1969</i>	TECH DIVISION QUAL DIVISION STUDENTS SUMMARY REPORT	Remimeo Students	How to use. Seven steps of an auditors summary report. Date, pc/auditor, process run, TA, time, goals and gains. Aspects of running process. Ethics report . Suggest . How long the auditor should take to write this report.
June 18, 1965 HCO B	CLASS III AND UP CLASS VII CHECKSHEET CLEAR AND OT BEHAVIOUR	Remimeo Franchise	We know the attributes of Clear and OT. In the history of this universe there has never been a true Clear or true OT -- all have been keyed out release, keyed out Clear, keyed out OT. Still had all engrams, GPMs, R6 bank etc. We are making real Clears and real OTs for the first time in history. Auditors must try for a result not a number of hours. The trick is stopping when the result is

obtained. Say "Oh' That's it".  
And stop. An overrun brings it  
back.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
June 28, 1965 HCO B	RELEASES, DIFFERENT KINDS Sthil Staff Remimeo	B P I Franchise Sthil Students	Different kinds of release, 1st 2nd and 3rd stage and when they are attained. Also Keyed Out OT. What a real Clear and real OT are. What orgs achieve and what SH achieves.
June 30, 1965 HCO B  <i>Is referred to and amplified by HCO B July 21, 1965</i>	QUAL DIVISION RELEASE, REHABILITATION OF FORMER RELEASE AND THETAN EXTERIORS	Remimeo Review Hats	How to recover the state of First Stage Release, First Stage Thetan Exterior or Released OT. Never say end -- say "that's it". This is done by key out -- not erasure. It is destimulation, not restimulation. Seven steps in regaining a former release. To become aware of the actual cause of aberration makes it vanish -- cognitions. Find the point of sudden awareness again. Don't overrun. Liability. Tech comment.
July 3, 1965 HCO B  <i>Clarified by HCO B Aug 19 1965</i> <i>Cancelled by HCO B Sept 23, 1968</i>	ALL TECH ACTIVITIES ALL LEVELS O TO VII MODEL SESSION REVISED	Remimeo All Students Saint Hill Courses All Staff	Important for reasons of preventing restimulation to cancel and discard all issues and forms of Model Session and use only the following, particular for releasing. Form of the model session. What it is vital to do when Release is reached. GAE not to do it.
July 12, 1965 HCO B	STATES OF BEING ATTAINED BY PROCESSING TYPES OF RELEASES	Remimeo Franchise	Types of release. Different types of release, Clear and OT. What causes the key in to the reactive mind in terms of releases. Locks, secondaries and engrams. The whole track, exterior, processes, Clear -- the R6 bank, Operating Thetan, summary.
July 21, 1965 HCO B  <i>Refers to and amplifies HCO B June 30, 1965</i>	RELEASE REHABILITATION	Remimeo Tech Div Hats Qual Div Hats Classes III and IV Students	The use of points of key out and key in in former release rehabilitation, to achieve F/N and get the TA down. This is not repetitive question. The only goof you can make is to not quit when the needle floats. The rule of all processing. What else it applies to.
July 27, 1965 HCO B  <i>Replaces HCO B May 22 1965 which replaces</i>	SCIENTOLOGY III AUDITING BY LISTS	Remimeo Franchise Sthil Students	Further amends the handling of the BPC once discovered.

*HCO B Apr 23,  
1964.*

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
July 31, 1965 HCO B	RELEASES R6 EW NOTE (Solo and Class VI and above only. Confidential to lower level auditors)	Remimeo Saint Hill Students Saint Hill Grads Saint Hill Staff Tech Hats Qual Hats Registrar Hats	Confidential.
Aug 2, 1965 HCO B <i>Star rated on all checkouts</i>	RELEASE GOOFS	Remimeo Tech Div Hats Qual Div Hats Classes III and IV Students	The nine goofs that have been made over the years. Steps to be added to HCO B June 30, 1965. Not recognizing an F/N, not getting all the release points. Unalert org -- how SPs go for new releases. Summary. End product up to Clear is F/N.
Aug 3, 1965 HCO B	AUDITING GOOFS BLOWDOWN INTERRUPTIONS	Remimeo All Students All Staff	Serious goof for an auditor to speak or move during a TA BD. Why. Ensure TA has completed BD to make sure the needle is then floating. What a BD is. An auditor must not speak or move during a BD. What else a BD is. How an auditor can wreck a pc's case during a BD. What to do to get good results.
Aug 5, 1965 HCO B	RELEASE STAGES	Remimeo B P I Certs and Awards Issue to all new Releases	The results and achievements of the different stages of release. The amount of "Tiger" (R6 bank and its locks, etc) that get handled per each level. How the pc feels as he goes up the levels -- how keyins can occur. First to fourth stage release and how obtained. Fifth stage release and Clear. The only way is the Bridge.
Aug 6, 1965 HCO B <i>Corrected by HCO B Sept 21, 1965</i>	QUALIFICATIONS TECHNICAL ACTIONS	Remimeo All Qual Hats All Staff Auditor Hats Tech Executives Ethics HCO Sec Div 7	This is a star rated technical hat for Examiners~ Review Auditors and Qual Executives and is the standard guide for their technical actions . Do the usual in Qual. Why. Former release check and how it is done. Case Supervisor check, Review to repair, student assists, declare for release, basis of Qual actions, HGC uses of Qual tools. The eight big rules, common mistake, reports, summary.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Aug 19, 1965 HCO B	CLARIFICATION OF HCO BULLETIN JULY 3, 1965 - MODEL SESSION REVISED	Remimeo All Students Saint Hill Courses All Staff	When students are using Model Session at Level O use the question in session -- without metering. The purpose of this. What the Class II does and what the Level O student must know and be able to do.
Aug 23, 1965 HCO B	ABBREVIATIONS AND SYMBOLS OF DIANETICS AND SCIENTOLOGY	Remimeo Franchise Sthil Students Sthil Grads	The abbreviations and symbols most used in Scientology.
Aug 24, 1965 HCO B	POWER PROCESSING OF PSYCHOTICS (Class VII and above auditors only. Confidential to lower levels)	-	Confidential.
Aug 30, 1965 HCO B	ART	Remimeo Saint Hill Executives Saint Hill Students	The research work LRH has done on the subject of Art. The fundamentals of Art, basic definition. It follows the laws of communication. Technique and perfection, order of importance in Art. There is always some sacrifice of quality to communicate at all. Art for art's sake is a paradox. One studies art only if one wishes to communicate and the search for artistic perfection is the result of past failures to communicate. What self improvement is based on. The search for freedom. Rehabilitation of the artist. What art depends on for its success. How a comm can be blunted. Where comm lies.
Aug 30, 1965 HCO B	RELEASE STAGES	Remimeo	Five stages of Release. What can be run on a release. States of release differ in their stability. How the reactive mind is handled. Definition of Clear and OT. What a release is. How these relate to release and Clear: Locks, Secondaries, Engrams, the Whole Track, the Reactive Mind. OT.
Sept 13, 1965 HCO B	OUT TECH AND HOW TO GET IT IN	Remimeo Vital Data for Tech Secs Ds of P HGC Training Officers	What "Out Tech" means. What Tech is, its use and application. Golfers and keeping eye on the ball -- follow through. Knowing and doing the right process. The importance of observation. You
<i>Added to by HCO B Sept 21, 1965</i>			

Ds of T  
Course Supervisors  
All Students

have to know your tools very very  
well to see past them. Drills  
overcome this. Example. Import

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Sept 21, 1965 HCO B	OUT TECH  <i>Additional to HCO B Sept 13, 1965</i>	Remimeo Vital Data for Tech Sec Qual Sec Dir Rev Ds of P HGC Training Officer Ds of T Course Supervisor All Students	ances. Have to be able to apply what you know. Important data from case supervisor or auditor viewpoint, 8 points. Case reaction, 6 points. Assessment and its use on these points. What to handle so Tech is in.
Sept 21, 1965 HCO B	QUALIFICATIONS TECHNICAL ACTIONS  <i>Correction to HCO B Aug 6, 1965</i>	Remimeo All Qual Hats All Staff Auditor Hats Tech Executives Ethics HCO Sec Div 7	Where all this data is covered on LRH tapes and HCO PLs. The 5 GAEs and the six things that can be wrong with a pc. In Tech.
Sept 22, 1965 HCO B	URGENT URGENT URGENT RELEASE GRADATION NEW LEVELS OF RELEASE  <i>Supplemented by HCO B Sept 27, 1965</i>	Remimeo All Scientology Staff	Correction to be made to page 5 Reports para 3, 2nd sentence.
Sept 27, 1965 HCO B	RELEASE GRADATION ADDITIONAL DATA  <i>Supplements HCO B Sept 22, 1965</i>	Remimeo All Scientology Staff All Students	Names of releases renamed. Why. The changes that brought this about. We will cease to call release by stages and call them by Grades. The seven types of release and the type of process for that release. Grade VII Clear. What else can be run at each level. The subjects that are released at each grade. What is taught at each level. The data that modernised the Grade Chart.
Sept 29, 1965 HCO B	CYCLICAL AND NON-CYCLICAL CONCLUSIONS	Remimeo All Students Saint Hill Courses	A table of grades and names, where they will be found. Grade certs. Rehabilitation of former release. An error which can be made. Case reaction. Six reasons only why a case does not advance. Assessment. A skilled technician knows what gets results and gets them.
			How non cyclical and cyclical processes are concluded.

All Staff

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Sept 29, 1965 HCO B Issue II	ALL LEVELS THE CONTINUING OVERT ACT	Remimeo Franchise Students B P I	The person who is not getting case gain is committing continuing overts. Also the slow gain case. The use of Ethics and how it works against the bank.
Oct 1, 1965 HCO B	MUTTER TR	Remimeo All Students	The purpose of Mutter TR. How to use.
Oct 20, 1965 HCO B	LEVEL VI AN R6 EW OVERRUN INDICATOR (Class VI and above only. Confidential to lower levels)	Level VI Students	Confidential.
Oct 21, 1965 HCO B	RELEASE REHABILITATION	Remimeo All Staff	To do a rehab on a grade the pro cesses which have been run need to be ascertained. Examples of wrong and right rehab. The im portance of the pc having been run on the process before rehab.
Nov 5, 1965 HCO B	LEVEL 1 FIVE WAY BRACKET ON HELP	Remimeo Students	As per title. The commands. How they are run.
Nov 5, 1965 HCO B Issue II	LECTURE GRAPHS	Remimeo	The graphs attached accompany SHSBC Tape July 25, 1963
Nov 7, 1965 HCO B	TECH DIVISION QUAL DIVISION RELEASE REHABILITATION ERROR	Remimeo Qual Personnel Tech Personnel Students	Release phenomenon being misunder stood. If you key out a major lock you get a release state. Only auditing keys out bank. Nothing else. How an auditor rehabs and makes releases. Life keys out no locks. How to find times that would give a release point. Pcs are not released before they were even audited.
Nov 8, 1965 HCO B	TECH DIV QUAL DIV SUPPRESSIVES AND HIDDEN STANDARDS	Remimeo Tech Personnel Qual Personnel Students	If you find an SP on a case you'll also find a chronic problem. What a problem is and what the person is facing. What a hidden standard is. The case that betters and worsens is connected to an SP. How the rollercoaster is caused -- by a PT SP or the basic SP earlier. Have the pcs handle SPs, then audit. Person going Clear can

come up with new hidden standards.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Nov 14, 1965 HCO B	CLEARING COMMANDS	Remimeo Students	Use of dictionary in clearing commands. The worse off the pc, the longer it takes. Example. If necessary the auditor could get the pc to define each word in the command. Auditor not to tell pc what any word or the command means. The worst fault, see HCO B March 10, 1965.
<i>Amends HCO B May 2, 1972</i>			
Nov 16, 1965 HCO B	E-METER SENSITIVITY SETTING	Remimeo Students	Auditor sets up meter as per E-Meter Drill No. 4. Ruds at Sens 16. Lower level process at 16. Above Grade 5, sensitivity at 5.
Nov 16, 1965 HCO B Issue II	COMMANDS FOR UPPER INDOCTRINATION TR6, TR7, TR9	Remimeo Students	The commands listed plus acks. The auditor points to show which wall each time.
<i>This HC0 cancels commands as given in the Scientology Training Course Manual</i>			
Nov 19, 1965 HCO B	LEVEL I PROBLEMS PROCESS	Remimeo Students	A fast process for use at Level I to handle problems. The commands. How to run. Muzzled style.
Nov 24, 1965 HCO B	LEVEL IV SEARCH AND DISCOVERY	Remimeo Required for Level IV Auditors To Review Auditors	Prerequisite: a knowledge of ethics definitions and purposes. One must know definition of SP and PTS and the mechanism of why a case roller coasters. Three types of PTS, 1, 2 and 3 defined. Handling Type 1 PTS. Handling of Type II by Search and Discovery. Three things to know. Actual and apparent SPs. SP is a person, being or group of beings. E-Meter signs are unmistakeable. Done by listing and nulling and subject to the various ills. Care should be taken regarding going too far back track. Why. Don't get confused with SFs. Handling Type 3 PTS till Type 2 and can have S&D.
Nov 26, 1965 HCO B	INFORMATION ON REHABILITATION	Remimeo	Dispatch by Len Small re Rehab done at HASI London. How they were in correct and how this should be remedied.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Nov 30, 1965 HCO B	LIBRARY RECORD OF LEVELS	Gen Non-Remimeo	As per title.
Dec 1, 1965 HCO B	CCH's	Remimeo All Students St Hill Courses All Staff	CCH's are processes not drills. How to run. CCH's 1, 2, 3 and 4.
<i>Replaces HCO B July 5, 1963. Referring HCO PL May 17, 1965</i>			
Dec 6, 1965 HCO B	LOW TA CASES	Remimeo	Power processes handle low TA cases. The last Power process is all that has ever been known to improve the low TA case.
<i>Revised &amp; re- placed by HCO B Mar 20, 1971</i>			
Dec 7, 1965 HCO B	POWER PROCESSING LOW TA CASES (Class VII and above auditors only. Confidential to lower levels)	-	Confidential.
Dec 7, 1965 HCO B	LEVEL III LIST I IN FRENCH ESTIMATION GENERALE DE RUPTURE D 'ARC LIST 1	Gen Non-Remimeo	List 1 in French.
<i>Reissue of List I HCO B July 5, 1963</i>			
Dec 10, 1965 HCO B	TECH DIVISION E-METER DRILL COACHING	Remimeo Academy Students	Eight observations made by Malcolm Cheminai re coaching of E-Meter Drills.
<i>Revised for HDG by HCO B Jan 7, 1970</i>			
Dec 21, 1965 HCO B	FURTHER DEFINED (Class VII auditors and above only. Confidential to lower levels)	-	Confidential.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Dec 27, 1965 HCO B	VITAMINS	Remimeo Solo Audit Course Clearing Course Saint Hill Pcs Franchise	The use of vitamin E to help Scn processing. How it acts. Longer E-Meter reads, TA action increases. Its use with Guk Bomb and OK by itself. Dosage. How to take. The effects of oxygen and carbon dioxide on the body.
Dec 29, 1965 HCO B	CLEARING COURSE SUCCESSES (Confidential CC Course and above only. Confidential to lower levels)	Clearing Course Students	Success stories from CC Students.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
1 9 6 6			
Jan 19, 1966 HCO B <i>Modified by HCO B Mar 22, 1972</i>	DANGER CONDITIONS TECHNICAL DATA FOR REVIEW AUDITORS	Review Auditors Level III Students	Four steps in curing disagreements. How to handle. How to handle compulsive bypassing, four steps. How else this can be handled. The use of this in handling Danger conditions.
Jan 21, 1966 HCO B	SEARCH AND DISCOVERY (ETHICS TYPE CASES, PTSs) S & D ERRORS (HANDLING PTSs WITH S & D)	Remimeo	When an S & D has been failed -- the four errors likely to have occurred. The golden rule of an S & D. All S & Ds correctly done on a pc that is PTS result in remarkable recoveries.
Jan 28, 1966 HCO B	LEVEL IV SEARCH AND DISCOVERY DATA HOW A SUPPRESSIVE BECOMES ONE	Remimeo Tech Hats Qual Hats All Students Level IV and above	(Edited from a tape conference with Saint Hill Tech and Qual personnel Dec 20, 1965.) Why auditors are finding "myself" as a terminal. How to find the name of the SP -- adventurous. A person became SP by taking over the valence of an SP. The main trouble in S & D is inability to assess: underlist and overlist. Assessing an S & D. Review action. What to assume in Qual.
Feb 5, 1966 HCO B	LEVEL III S AND D WARNING	Remimeo Tech Div Hats HGC Auditors Qual Div Staff Franchise	S & D done incorrectly (incorrect SP found) can make a pc ill with in a week or two. Assessment is a very proper skill. 10 common errors of assessment aside from usual GAEs. What the real SP did. Difference between a safe environment and a dangerous environment. What the SP wants and what he is like. Scn flies into the teeth of an SP. Childhood the most fertile area. Find the correct SP.
Feb 5, 1966 HCO B Issue II <i>Reissued in HCO B May 23, 1971</i>	LEVEL 0 "LETTING THE PC ITSA" THE PROPERLY TRAINED AUDITOR	Remimeo Franchise	How to give the pc something to Itsa. The use of proper TRs. Four steps in the drilling of an auditor to do it correctly. Tech sawy. How to handle an HGC auditor whose pcs yapped on and on. 12 steps. Scientology is a precision tool.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Feb 9, 1966 HCO B	RELEASE GRADES  <i>Replaces HCO B Aug 30, 1965 Release Stages</i>	Remimeo	Five grades of Release. When one of these is attained the next one up can be run. Why a pc may not be run further on the processes of the grade once released on it. What they can have handled. What a Release, Clear and OT are. Locks, secondaries, engrams, whole track, the reactive mind, and OT.
Feb 11, 1966 HCO B	FREE NEEDLES, HOW TO GET THEM ON A PC	Remimeo All Students All Scn Staff Franchise	What F/Ns are obscured by. What a TA going up means. The only place you can't get an overrun is in Grade VII. Life subjects are subject to overrun. How this occurs. When to set the needle to see a freeing up of a needle. F/Ns after big cog. How to get F/Ns on pcs.
Feb 12, 1966 HCO B	"THE DANGEROUS AUDITOR"	Remimeo Franchise Staff Auditors Hats Tech Hats Qual Hats Exec Sec Hats	The "dangerous auditor". Seven things this auditor is likely to do. A careful auditor is not necessarily not dangerous. There is no compromise for knowing one's business.
Feb 21, 1966 HCO B <i>Amends HCO B Nov 12, 1964</i>	SCIENTOLOGY II PC LEVEL O-IV DEFINITION PROCESSES	Remimeo Franchise Sthil Students	See this bulletin for changes made.
Apr 3, 1966 HCO B	TECH DIV DIANETIC AUDITING COURSE	Remimeo All Orgs Exec Secs Tech Sec Qual Sec All Tech Hats All Qual Hats	The use of Dianetics in PT for training auditors to audit. How it is to be done, 14 steps. Running secondaries and engrams. State of release attained by Dianetic auditing is probably below Grade 0 and is to be called Dianetic Release.
June 6, 1966 HCO B	PROCESS I AA (Class VII and above auditors only. Confidential to lower level auditors)	-	Confidential.
June 6, 1966 HCO B <i>Amended by HCO B Sept</i>	POWER PLUS RELEASE - 5A PROCESS (Class VII and above auditors	-	Confidential.

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only. Confidential  
to lower level  
auditors)

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
June 10, 1966 HCO B	S & D COMMANDS	Remimeo Tech Div Hat8 HGC Auditors Qual Div Staff	The command. It's use. What to do if a group is found.
June 10, 1966 HCO B Issue II	S & D - THE MISSED ITEM	Remimeo Tech Div Hats HGC Auditors Qual Div Staff	Four points with regard to PTS. If a person who has had an S & D gets sick you know 3 points. A, B, C. A bad S & D is deadly -- why.
July 7, 1966 HCO B	LISTING ADDITIONAL DATA (Class VII and above auditors. only. Confidential to lower level auditors)	-	Confidential.
July 20, 1966 HCO B	THE TYPE TWO PTS	Remimeo Required for Level IV Students To Review Auditors To Ethics Officers	At Saint Hill HGC auditors and Review auditors are permitting their preclears to be sent through to Ethics for writing disconnection letters to any person or group which the preclear thinks to have been suppressive of him and then continuing the S & D to find the SP on the list. Improper. What Ethics Officer should only accept.
July 27, 1966 HCO B <i>Replaced by HCO B May 11, 1969</i>	(TECH DIV) (QUAL DIV) METER TRIM CHECK	Remimeo All Orgs Exec Secs Tech Sec Qual Sec All Tech Hats All Qual Hats	E-Meters go out of trim during session because of temperature changes -- even if properly calibrated. This could have a person erroneously called a low TA case. Steps 1-5 that are to be followed at the end of each session to get correct calibration and mark it on report.
Aug 2, 1966 HCO B <i>Amends HCO B Apr 15, 1966</i>	SOLO AUDITING LIST 7 CORRECTED (Class VI and Solo Auditors and above only. Confidential to lower levels)	-	Confidential.
Aug 10, 1966 HCO B	ERRORS OF STUDENTS	Remimeo Tech Sec D of T	Common errors of students causing student flunks being made on Levels O-VI and Solo Audit. Obtained by Guardian WW from



<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Aug 16, 1966 HCO B <i>Cancelled by HCO B Jan 9, 1968</i>	LIST L-4 S & D	Remimeo Academies Level III and above HGC Audi tors III and above Franchise, Level III	ARC Break list of 32 items used to assess an ARC Break on Search and Discovery.
Aug 22, 1966 HCO B	FLOATING NEEDLES, LISTING PROCESSES	Remimeo All Exec Hats Qual Hats Tech Hats HCO Hats	Don't go on past an F/N on list (when doing a listing question) if pc is in session even though item not found. The charge has gone whether pc aware of it analytically or not. Ending there gives the pc a chance to enter into the velocity of the process.
Aug 23, 1966 HCO B	PR PR 5 OVERRUN (Class VII and above auditors only. Confidential to lower levels)	-	Confidential.
Aug 23, 1966 HCO B	SERVICE FACSIMILE	Remimeo All Exec Hats Qual Hats Tech Hats HCO Hats	An SF is a computation generated by the being not the bank. Example. This will precipitate many compulsive doingnesses, beingnesses and havingnesses. When running a doingness he may give the computation. Note carefully as you were not running the SF in the first place. You may still have to run the SF if not all blown. Best to get the real SF.
Aug 23, 1966 HCO B Issue II	CLEAR TEST	Remimeo	Facsimile of Anton James' dispatch to LRH reporting that John McMaster went Clear.
Sept 1, 1966 HCO B	END PHENOMENA OF - ON PR PR 2 (Class VII and above auditors only. Confidential to lower levels)	-	Confidential.
Sept 2, 1966 HCO B <i>Cancelled by</i>	MODEL SESSION FOR SOLO (Solo to Class VI auditors and	-	Confidential.

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above only.  
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lower levels)

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Sept 20, 1966 HCO B	MINUS SCALE RELEASES: ARC STRAIGHT WIRE DIANETIC	Remimeo	Several grades of release below zero on the minus scale of the original complete Gradation Chart. How these can be attained. Three specific grades of release listed. Must use a meter on ARC Straight Wire. What these pcs can be run on. Qual note. Overruns that can require repair.
Sept 21, 1966 HCO B	ARC BREAK NEEDLE	Remimeo	F/N -- apparencty if pc is ARC Broken. How to determine if a true F/N or ARC Break needle.
Sept 22, 1966 HCO B <i>Reissued in HCO B Oct 31, 1966</i>	CLEAR AND OT (Class VI - CC and above auditors only . Confidential to lower levels)	-	Confidential.
Sept 27, 1966 HCO B	THE ANTI-SOCIAL PERSONALITY THE ANTI- SCIENTOLOGIST	Remimeo	Characteristics of 20% of a race to oppose violently any betterment activity or group. Anti-social tendencies. Examples. The 12 attributes of the anti-social personality. The basic reason. Relief. The Social Personality, 12 attributes. Basic motivation of the social personality.
Sept 29, 1966 HCO B	LIBRARY RECORD OF LEVELS	Remimeo	List of tapes as per Gradation Chart. Also balance of bulletins up to this date.
Nov 18, 1966 HCO B	REHAB ON SELF ANALYSIS	Remimeo	Letter from Ron Pook to LRH regarding the rehabbing of pcs run on Straight Wire and Self Analysis.
Nov 30, 1966 HCO B	ASSESSMENT FOR SERVICE FACSIMILES	Tech Hats Auditors Level IV Students	Location of service facts requires a proper listing question. What can happen if absent. Three unacceptable assessment methods listed as causing overrun. Two acceptable methods given and two more that could be run by a person trained to Level IV. The major point made.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
1 9 6 7			
Jan 2, 1967 HCO B	DATING - FORBIDDEN WORDS	Qual Personnel Tech Personnel Clearing Course Students SHSBC Students	The words greater than and lesser than to be used as dating patter for EM Drill 25. EM 22 remains unchanged. Anyone using earlier or later is using out tech and is likely to grind student or pc into the bank.
Jan 2, 1967 HCO B	SUB ZERO RELEASES EXAMINER'S SAFEGUARD	Remimeo Qual Hats Tech Hats	How to handle if the raw meat pc does not seem to show anywhere near the expected awareness level for the grade <i>of</i> release he or she has come in for.
Jan 13, 1967 HCO B  <i>Revised and reissued Aug 13, 1971 Cancelled by HCO B 12, 1971 Issue II</i>	GRADIENT SCALE FOR SOLO  (Solo and Class VI auditors and above. Confidential to lower levels)	-	Confidential.
Jan 19, 1967 HCO B	MANIFESTATIONS OF ENGRAMS AND SECONDARIES FURTHER DEFINED	Dianetic Course Students (Star rated) Qual Execs Tech Execs	A more accurate differentiation between the manifestations of an engram and a secondary given. Definitions stated of somatics, pain and sensation.
Feb 3, 1967 HCO B  <i>Revision of HCO B May 10, 1960 Corrected by HCO B Sept 18, 1967</i>	SCALES	Remimeo Tech Personnel Qual Personnel Students	A list of some scales used in Scientology, including a table of reality-spotting by E-Meter.
Feb 20, 1967 HCO B	PR PR 6 OVERRUN MISUSE OF S & D (Class VII and above auditors only. Confidential to lower levels)	-	Confidential.
Mar 22, 1967 HCO B	IMPORTANT ADMIN KNOW-HOW	Remimeo	Alteration of orders and tech is worse than non compliance. What

*Also HCO PL  
same date*

ALTER-IS AND  
DEGRADED  
BEINGS

alter-is is. Degraded beings and  
how they become this way. Who  
they associate with and why. Why

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Apr 18, 1967 HCO B <i>Revises HCO B</i> June 21, 1960	RELIGIOUS PHILOSOPHY AND RELIGIOUS PRACTICE	Remimeo Staff Students	they should not be on staff. He cannot be at cause. Some thetans are bigger than others. None are truly equal. DB's about 18-1 over big beings in the human race. Need to be handled gently with lower level processes.
June 30, 1967 HCO B	EVIDENCES OF AN ABERRATED AREA	Remimeo	What Scientology is. Definitions of religious practice and religious philosophy. How Scientology relates to the above definition. Other creeds and practices.
Aug 19, 1967 HCO B	THE SUPREME TEST	Level IV and up Remimeo Scn Execs	The Supreme Test of a thetan is to make things go right. Aberration. The sane person, the insane person. How each acts, and how the sane handles and how the insane does not, or makes things go wrong. Fortunately there are a few around who do make things go right.
Sept 13, 1967 HCO B	REMEDY B	Applicable Levels Internes Remimeo	Remedy B must not be run to limit the person to this life. The way to do the remedy. A Level III process. How to do it and run it right.
Sept 18, 1967 HCO B <i>Corrects HCO B</i> Feb 3, 1967	SCALES	Remimeo Tech Personnel Qual Personnel Students	CDEI scale correction. Some other scales used in Scientology.
Sept 24, 1967 HCO B	"THE FOLLOWING REPORT FROM YVONNE GILLHAM ..."	General Non-remimeo	Report from Yvonne Gillham on sea sickness. Issued as of interest.
Oct 8, 1967 HCO B <i>Reference HCO PL Sept 13, 1967</i>	CLEAR CHECKS AND RE-CLEAR CHECKS	Remimeo	How to do a Clear Check or Clear re-check. Handling of grades not run if discovered, ethics and S & D if need. The processes which do not need to be run. Do not run Power on anyone who has run the CC materials.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Oct 9, 1967 HCO B	ASSISTS FOR INJURIES	Remimeo	Do not run a touch assist when a contact assist can be run. How to do a contact assist, how to do a touch assist.
Oct 11, 1967 HCO B	CLAY TABLE TRAINING	Remimeo	The three purposes of clay table training. How the demonstration is done. How the checkout is done. Other demos. How to detect the glib student. Ability to apply is the key.
Nov 9, 1967 HCO B  <i>Modified by HCO B Nov 28, 1967</i>	REVIEW AUDITORS BOOK OF CASE REMEDIES REVISION OF REMEDY A, REMEDY B AND S AND Ds	Remimeo	(To be reprinted for insertion in every copy "Book of Case Remedies") Review of Qual Divs shows key processes for orgs are Remedy A, B and S & Ds and that auditors need direct mechanical tech to do these three processes effectively. The listing questions and actions for Remedy A and B. New question for S & D. The key S & D question. How this is done.
Nov 10, 1967 HCO B	LISTING S & Ds DOS AND DON'Ts	Remimeo	A list of 14 do's and 14 don'ts in relation to S & Ds. Compiled by Fred Payer.
Nov 28, 1967 HCO B  <i>Modifies HCO B Nov 9, 1967</i>	"THE KEY S & D QUESTION IS . . . "	Remimeo	The key S & D question.
Dec 27, 1967 HCO B	LIST HANDLING	Remimeo	Use of Green Form Oct 13, 1966. Handle each item that reads before you go on with assessment. Two ways to do an assessment list. Further data.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
		1 9 6 8	
Jan 9, 1968 HCO B	MONEY PROCESS	Remimeo Tech Personnel Qual Personnel Students	The command of the Money Process. How to run.
Jan 9, 1968 HCO B  <i>Cancels HCO B Aug 16, 1966 List 4 S &amp; D Amended by HCO B Dec 15, 1968 and Feb 12, 1969</i>	LIST L-4A FOR ASSESSMENT OF ALL LISTING ERRORS, S & D, REMEDY A, REMEDY B, ETC.	Remimeo Academies Level III and above HGC Auditors III and above Franchise, Level III and above	As per title. 35 questions.
Jan 13, 1968 HCO B  <i>Amended by HCO B June 13, 1969</i>	S & Ds	Remimeo	Three types of S & D, Types U, S and W. Their use and type of process. People who become ill are always to a greater or lesser degree PTS. These questions should not be shown to a pc as he may start self listing. The best order of use of the questions. How many S & Ds the pc may have. Errors located by L4A.
Jan 14, 1968 HCO B	S & D TYPE "S". OLD LISTS. OVER AND UNDER LISTING	Remimeo	The list question for S & D Type "S". The value of this question, why. The usual S & D question remains the same. Further data on the listing and nulling and completing the S & D.
Jan 16, 1968 HCO B	STARTING OF PRECLEARS	Remimeo Sthil Staff Sthil Students Franchise	As per title -- raw meat start on ARC S/W, secondaries and engrams. Where these enter on the Dianetics Course.
Jan 19, 1968 HCO B  <i>Amended by HCO B June 19, 1969</i>	S & Ds S & Ds BY BUTTON	Remimeo	The most certain way to handle a pc with an S & D. Two cautions. S & Ds by assessment for question. Purpose S & Ds. Caution re these. All these S & Ds do not set aside the standard S & Ds W, S and U. Further data on these and the purpose of S & D.
Mar 12, 1968 HCO B	MISTAKES, ANATOMY OF	Remimeo	In the presence of suppression, one makes mistakes. What this is an indication of when people make mistakes.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Apr 18, 1968 HCO B	NEEDLE REACTIONS ABOVE GRADE IV	Remimeo Qual Divs Rev AOs OT Study Materials	Two different needle phenomena to be found on most cases above V, and some cases below it. The importance of handling these correctly.
Apr 25, 1968 HCO B	THE BYPASS CASE (Class VI and above auditors only. Confidential to lower levels)	-	Confidential.
May 2, 1968 HCO B	SECRET SECTION III DATA (OT III and above only. Adv. Courses. Confidential to lower levels)	-	Secret.
May 4, 1968 HCO B	CONFIDENTIAL (OT III and above only. Adv Courses. Confidential to lower levels)	-	Confidential.
May 4, 1968 HCO B Issue II	OVERRUN ON III (OT III and above only. Adv Courses Confidential to lower levels)	-	Confidential.
May 4, 1968 HCO B	CONFIDENTIAL (OT III and above only. Adv Courses. Confidential to lower levels)	-	Confidential.
May 4, 1968 HCO B	DIANETIC COURSES STUCK PICTURES	Remimeo	The 11 ways, and why, pictures are stuck. How to use. Can also be used on any hung up portion of an engram.
May 7, 1968 HCO B <i>added to by</i> <i>HCO B May</i>	UPPER INDOC TRs	Remimeo	Upper Indoc TRs 6-9 inclusive.

22, 1971

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
May 20, 1968 HCO B	OVERT- MOTIVATOR SEQUENCE DIANETIC COURSES LEVEL TWO SOLO AUDIT OT SECTIONS	Remimeo	"Overt-motivator sequence of engrams" discovery made in 1952 which did not get included in D: MSMH. Overts and motivators and data on them. What you will find in running engrams. How to resolve psychosomatic hangups. Basics, non extant engrams, secondaries. The importance of Dianetic engram running.
May 24, 1968 HCO B	COACHING	Remimeo	Coaching data 1-4. Coach with a purpose, with reality, with an intention and take up only one thing at a time. Further data on each of these. How you should work as a coach -- be positive. The coach's responsibility and how he handles his student to getting wins. Further elaborated.
May 31, 1968 HCO B	THE KEY RULES OF LISTING AND NULLING	Remimeo	Proper listing and nulling. What listing is, what nulling is, what a clean needle is. How to list and null. ARC Breaks, PTP, and missed W/Hs must be handled. The state of the meter -- a complete list. A complete list, a correct item. Trouble, wrong source, incomplete list, overlist, additional notes.
May 31, 1968 HCO B Issue II	RE - SEC- CHECKING	Remimeo Level II Students Tech Hats Qual Hats	A dispatch written by MSH to OES SH in 1966 -- re Sec Checking. Two important points. Meter reading, out tech. Four metering errors: Rock Slam, protest reads, suppress. Getting the question across, and getting it answered.
June 3, 1968 HCO B	ARC BREAK PROGRAM AT SAINT HILL	Remimeo Hat Folder - ARC Break Auditor	A write up of how Roy Ash did his ARC Break Program at SH. ARC Break session procedure. It has been released on the attestation of the writer and has not been tested by LRH.
June 6, 1968 HCO B	SEC CHECKING INFO	Remimeo	Twenty seven points of Sec Checking info compiled by Guy Eltringham.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Aug 1, 1968 HCO B	CLASS III, SOLO VI & VII, ACADEMY AND SHSBC REQUIRED REVIEWED FOR SOLO AND VII THE LAWS OF LISTING AND NULLING	Remimeo	These are compiled from earlier HCO Bs and tapes of the earlier 60's to give the exact stable data. This is star rate, no attestations allowed, clay and demos required. The following laws are the only important rules of listing and nulling. If an auditor doesn't know these he will mess up pc's thoroughly and awfully. An auditor who doesn't know and can't apply these is not a Level III auditor. The laws 1-20. There are no variations or exceptions of the laws.
Aug 5, 1968 HCO B	LEVEL II CHANGE OF COMMANDS OVERT - MOTIVATOR SEQUENCE IMPORTANT	Remimeo	This HCO B takes precedence over all other tapes and HCO Bs on overts. Overts for Level II now 3 way command and the only one to be run. A problem in flows. How these three commands are to be run.
Aug 6, 1968 HCO B	LEVEL III IMPORTANT - STAR RATED R3H (Takes precedence over all other HCO Bs and tapes)	Remimeo	The way to handle the ARC Breaks of a case with R3H as the process for Level III. Five steps. Ensure rudiments are in. Use of ARCU before CDEI.
Aug 14, 1968 HCO B	REMEDY B - ENVIRONMENT AND "NEW STYLE"	Remimeo	The use of Remedy B environment and "new style". The commands for each.
Aug 16, 1968 HCO B	SECURITY MEASURES REGARDING AO's, SHSBC's AND SEA ORG	Remimeo	The tests to be done when a person wishes to start his courses at an AO or SHSBC. The purpose of the lists. HCO Sec Check 24 questions.
Aug 16, 1968 HCO B	REMEDY "NEW STYLE" AS APPLIED TO PSYCHOLOGISTS	Remimeo	The reason for the use of this remedy. The three steps of un spinning a psychologist. To specialise on such cases is of no value.
Aug 17, 1968 HCO B	STANDARD TECH PROGRAM FREE NEEDLEITIS ALL AUDITORS IMPORTANT NOTE	Remimeo	Poem to auditors regarding F/Ns. The message and data on F/Ns.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Aug 21, 1968 HCO B	CLASSIFICATION GRADATION CHART ADDITIONAL USE	Remimeo Qual Tech Students	What has happened since the advent of the Gradation Chart. It has an additional use as far as R-factor and getting the pc more sessionable is concerned. Using the Gradation Chart is part of the session. It helps immensely.
Aug 23, 1968 HCO B	ARBITRARIES	Class VIII	Any arbitrary entered into any line is a way to stop that line. Examples of auditors entering arbitrarries into session. This must not be done. Standard Tech is that tech which has absolutely no arbitrarries.
Aug 23, 1968 HCO B	WORKABILITY OF TECH	Class VIII	The quality of technology and the percentage of the society it handles. What Dianetics and Scn have handled as compared with earlier practices.
Aug 26, 1968 HCO B	THE CLASS VIII COURSE	Class VIII	What the Class VIII Course will teach. How it will be taught. What it will include. Further data.
Aug 26, 1968 HCO B	QUALS REHAB AND CORRECTION	Remimeo Sea Org AO's	You can correct a pc and pre-OT half to death. Various examples of how this can be done. The way to straighten this out -- if done the org's stats would soar. LRH just setting up the Class VIII Course, having seen the need in old Qual case folders. Once handled, don't correct a pc who needs no correction -- get him on to the next level or section and let him have his wins.
Aug 26, 1968 HCO B Issue II	USE OF WSU S & D "PERSONAL ROLLERCOASTER"	Remimeo	As per title -- description and diagrams and how this occurs. Twenty characteristics. How to handle when the case is being audited. Five points.
Aug 28, 1968 HCO B	OUT TECH	Remimeo Class VIII All Orgs	After Standard Tech is out in an org for just so long, Scn ceases to have any meaning. How this takes place. What the actual application of Dianetics and Scientology contains. Standard Tech alone resolves all cases. To let standard tech go out is an act of treason.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Aug 28, 1968 HCO B Issue II	DRUGS	Remimeo FO	(Drug taking has become very common in the West, pushed by psychiatrists). It is possible to come off drugs without convulsions. What drugs are and their effects. LSD and its effects. Why drugs are considered valuable. Why the takers are dangerous to those around. What to do when coming off drugs, and then how to stay off them.
Aug 29, 1968 HCO B	DRUG DATA	Remimeo	Description and data regarding LSD-25, marijuana, hashish, peyote, STP, DMT. Marijuana and other psychedelic drugs. Effect of drug cases being accepted in LA Academy or HGC. The effect of "trips" on the track. Drug users cannot as-is, do not get TA nor do they have cognitions.
Aug 31, 1968 HCO B	"IT IS A HIGH CRIME FOR A CASE SUPERVISOR ..."	Remimeo Case Supervisor Hat	What is a High Crime for C/S and auditor re C/S instructions. The three things this causes. What happens to the C/S who does this.
Sept 1, 1968 HCO B <i>Revised by HCO B May 7, 1969</i>	SUMMARY OF HOW TO WRITE AN AUDITOR'S REPORT, WORKSHEETS AND SUMMARY REPORT, WITH SOME ADDITIONAL INFORMATION	Remimeo Class VIII	What an Auditor's Report should contain -- listed. Worksheets, how they are laid out, used and what is written in them and how. What to do when making a list on a pc. Three points. Use of different coloured pen when re pairing a worksheet. How to mark F/N, time, TA. Summary report -- as per June 14, 1965. Two gross goofs LRH has noticed. Auditors reports and worksheets never re copied. It's a crime to give a session or assist without writing auditing reports or re-copying them. Why.
Sept 1, 1968 HCO B <i>Referred to by June 25, 1970</i>	POINTS ON CASE SUPERVISION	Class VIII	Ten points to be checked, to be aware of and be sure to do.
Sept 3, 1968 HCO B	POWER FOLDERS (Class VII and above auditors. Confidential to lower levels)	-	Confidential.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Sept 4, 1968 HCO B	"DON'T FORCE A PC WHO IS ILL."	Class VIII	As per heading. Why. Data on release to be observed here.
Sept 4, 1968 HCO B	"WHEN YOU RUN A VALENCE SHIFTER ..."	-	Confidential.
<i>Amended by HCO B Oct 29, 1968</i>			
Sept 5, 1968 HCO B	HANDLING STUDENT DOPE OFF	Remimeo	As per title. SO Class VI Supervisor write up of how he handled the Class VI students using Study Tech.
Sept 6, 1968 HCO B	"WHEN YOU CHECK FOR EARLIER FALSE READS ..."	Class VIII	As per heading -- what to do. Four points.
Sept 10, 1968 HCO B	"STANDARD" TECH DATA	Class VIII	What Standard Tech is, and how to do it. Handling of GF Lists etc. How to audit pcs and pre OTs. Repair and let the pc/pre OT get on with Grades and sections. Ruds. All you know when you see a meter read. How to clean up a Rock Slam. Rock Slam on a child. Sad effect and how to handle. What no TA on a Sec Check is. Prepcheck and what it reveals.
Sept 10, 1968 HCO B	GREEN FORMS S & D, REMEDY B	Class VIII	Additives that were added in the use of GF S and D and Remedy B. Points 1-3.
Sept 10, 1968 HCO B	FLUNKS	Class VIII	The most common goofs made by auditors in C/Sing over 100 folders. Goofs listed 1-5.
Sept 10, 1968 HCO B	VALENCE SHIFTER	Class VIII	Confidential.
Sept 10, 1968 HCO B	CASE SUPERVISOR ADMIN IN AUDITING	Class VIII	What prevents a Case Supervisor from doing a good job of C/S. The No Report that gives liability. What not to do when you run into a snag. What should be done. The correct action.
Sept 11, 1968 HCO B	CONFIDENTIAL DATA ON	Class VII Class VIII	Confidential.

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<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Sept 11, 1968 HCO B	FALSE READS	Class VIII	How to handle "false reads". Why it may exist. Other buttons to check.
Sept 11, 1968 HCO B	C/S INSTRUCTIONS	Class VIII	Confidential.
Sept 11, 1968 HCO B	CASE SUPERVISOR DATA	Class VIII	C/S to watch for ethics record of pcs who have been C/Sed. If they fall on their head, get into low conditions, the folder should be reviewed -- what may be out.
Sept 12, 1968 HCO B	OT III (OT III and above only Confidential to lower levels)	- Adv Courses.	Confidential.
Sept 15, 1968 HCO B	"PC LOOKING OR CONTINUALLY FEELING TIRED"	Class VIII	As per title -- what the trouble is. How to handle.
Sept 15, 1968 HCO B	"THE FIRST THING I LEARNED ABOUT TEACHING A CLASS VIII AUDITOR ..."	Class VIII	As per title. It goes to his head and he thinks he can run before he can even creep.
Sept 16, 1968 HCO B	END PHENOMENA	Class VIII	Auditor must be able to relate all of the end phenomena of a process to an F/N in clay. This also compared to cycle of action. Object of the exercise. Phenomena of pc occurs after phenomena of meter. Skill to be learned by auditor -- when to tell pc it's an F/N. Why. This has been an unforeseen factor in C/S of Class VIII.
Sept 16, 1968 HCO B	AO's - OT SECTIONS	Class VIII AO's CC & OT Course Students Student Pack	Confidential.
<i>Amended Oct 18, 1968</i>			
Sept 17, 1968 HCO B	OUT ADMIN - LIABILITY	Class VIII Dianetic Internship	Out Admin in a pc's folder now becomes an ethics matter and a condition of Liability will be assigned if out admin is discovered. How to do the admin in the folder.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Sept 17, 1968 HCO B	OVERRUN PROCESS	Class IV Class VIII it is done.	The process to be run when a pc has a chronically high TA. How High TA "F/Ns", how to handle.
Sept 17, 1968 HCO B	ETHNICS C/S	Class VIII	What a C/S must watch for re ethnics (customs). Why. How to handle.
Sept 17, 1968 HCO B	"THERE ARE SIX ZONES OF AUDITING IN CLASS VIII"	-	Confidential.
Sept 17, 1968 HCO B	GROSS CASE SUPERVISION ERRORS	Class VIII C/S	As per title. Ten errors listed.
Sept 19, 1968 HCO B <i>Reissued May 8, 1972 with extended distribution</i>	"OLD LISTS ARE NOT TO BE COPIED"	Remimeo L & N Check- sheet Class VIII	As per title. How they are to be handled. The reads to be marked down, i.e. F, BDs, SF, LF etc. next to the items, as you list.
Sept 20, 1968 HCO B	GLEE	Remimeo Class VIII	The cause of glee. Why. How to handle.
Sept 20, 1968	REVIEW, ORDERING PEOPLE TO	Remimeo Class VIII	When not to order people to reHCO B view and why the practice must cease. When to order review of grades.
Sept 22, 1968 HCO B <i>Cancelled by HCO B June 17, 1970</i>	CCHs NOT GRADE I	Class VIII Remimeo	Anyone rehabbing CCHs as a Level I process has skipped Grade I as CCHs are only preparatory. Pcs need a standard problems process.
Sept 22, 1968 HCO B	"AUDITORS MUST ALWAYS PUT ..."	-	Confidential.
Sept 22, 1968 HCO B	REHABS	Class VIII	When to rehab 3GXX and R2-12. Overrun in connection with this. How to rehab them.
Sept 22, 1968 HCO B	FOLDER ERROR SUMMARIES	-	Confidential.

*Amended by*  
*HCO B July*  
*20, 1970*

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Sept 23, 1968 HCO B	RESISTIVE CASES FORMER THERAPY	-	Confidential.
Sept 23, 1968 HCO B  <i>Cancels HCO B July 3, 1965 Amended by HCO B Apr 15, 1969</i>	NEW RUDIMENTS	Remimeo All Students Saint Hill Courses All Staff	The Class VIII technique is to float the needle on rudiments before doing a new grade, power or rehab. How to handle ~ 2, 3 -- ARC Breaks, PTPs, M W/H. If they don't blow, go back to earlier ARC Break, PTP or W/H. What to do if no F/N occurs.
Sept 23, 1968 HCO B	VIOLATION OF THE LAWS OF LISTING AND NULLING	Class VIII	Rudiments (ARC Breaks, PTPs, M W/Hs) are not usually necessary in correcting a list, as a wrong list usually is the ARC Break or PTP. Four ways of correcting a list. The four basic reasons for a wrong list.
Sept 23, 1968 HCO B  <i>Reissued as Remimeo Jan 22, 1972 Distribution corrected by HCO B Feb 8, 1972</i>	DRUGS AND TRIPPERS	Class VIII	Any case that won't run or won't rehab is probably a "tripper". Standard practice for anyone who has taken drugs or even alcohol is to rehab the moments of release. The various items -- drugs which could have caused release. How to do the rehabs. The trouble these drugs cause on cases and why. What it affects with regard to cases and how to handle.
Sept 24, 1968 HCO B	SECTION III RUNNING OT3 AND ABOVE AO - Confidential to lower levels	-	Confidential.
Sept 25, 1968 HCO B  <i>Reissued as HCO B Oct 5, 1972</i>	"A LISTING QUESTION USED TO HANDLE ..."	Class VIII Confidential	Confidential.
Sept 26, 1968 HCO B	TR 0 NOTE	Remimeo Levels 0-IV	Note on TR 0 by SO Class VI Course Supervisor. The use and gradient of TR 0 and its coaching. When to flunk on TR 0.
Sept 26, 1968	"THE STUDY	Class VIII	The importance of these folders.

HCO B

OF THE 'WELL  
DONE' LRH  
C/S FOLDER

The difference between making  
auditors and not making auditors.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Sept 27, 1968 HCO B <i>Cor rected by HCO B Sept 27, 1968 Issue II</i>	ARC STRAIGHT WIRE	Remimeo All Dianetic Courses	Corrects HCO B June 30, 1962 and also in the HDA Course Book. Corrects p.102 of Self Analysis. Paste over HDA Course Book, page 15. The correct commands for ARC Straight Wire.
Sept 27, 1968 HCO B Issue II <i>Corrects HCO Bs June 30, 1962 and Sept 27, 1968</i>	ARC STRAIGHT WIRE	Remimeo All Dianetic Courses	Corrects HCO B June 30 1962 and also in the HDA Course Book. Corrects p. 102 of Self Analysis. Paste over HDA Course page 15. Corrects earlier PL of same date and title. The correct commands for ARC Straight Wire. How to run. ARC always precedes an ARC Break. ARC - Understanding + Time. Definitions of A, R and C.
Sept 28, 1968 HCO B	DIANETICS	Class VIII	Auditors in pre 1968 period forgot abandoned and mislaid the use of secondaries and engrams. This was incredible. How a secondary and engram keys out and keys in at will -- why. Difference be- tween Release and Clear. How to run secondaries and engrams. The two F/Ns that are available.
Sept 29, 1968 HCO B <i>Amendeed by HCO B Oct 29, 1968</i>	REVIEW, ORDERING PEOPLE TO	Remimeo Class VIII	Ordering people to Review for rehab or review of case when they are not ethics cases must cease. Why. When to review grades.
Sept 29, 1968 HCO B <i>Amendeed by HCO B Oct 29, 1968</i>	LIST CORRECTION	Class VIII	Only valid for a list recently done. A correction list as per title. 14 items.
Sept 30, 1968 HCO B <i>Reissued May 8, 1972 with extended distribution</i>	LISTS	Class VIII	Three rules which apply to correction of S & D and Remedy B lists.
Oct 2, 1968 HCO B	OT III (OT III and above only. Adv Courses. Confidential to lower	-	Confidential.

levels)

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Oct 3, 1968 HCO B <i>Cancelled by HCO B June 17, 1970</i>	"THESE QUESTIONS ARE OF INTEREST TO DIANETIC AND LEVEL 0 STUDENTS"	Remimeo Dianetic Course Students Level 0 Students	Four questions asked by SO Class VI students relating to Dianetics and Level 0. What can be run in one session in Level 0, new ruds, current model session. How rudiments are handled at Level 0. The questions and LRH's answer.
Oct 4, 1968 HCO B	ADVANCE COURSES	AOs Class VIII	You must never issue an Advance Course to anyone without Case Supervisor OK. Why. Do not run Advance Courses on out ruds.
Oct 4, 1968 HCO B	RUDS	Class IV	Pcs (and students) often don't know the difference between ARC Break, PTP or M W/H. On a green student or pc clear the commands. It is vital to teach what they mean and do them in clay.
Oct 4, 1968 HCO B	"PRE OTs WHO HAVE BEEN AUDITED ..."	Class VIII	Pre-OTs who have been audited for a long time over out ruds will not respond to OT 4 rundown. Important to get ruds in -- what to get in.
Oct 5, 1968 HCO B	ARC BREAK NEEDLE	Class VIII	ARC Break needle and a Stage 4 "float" are easily detected. How to detect an ARC Break needle, and how to handle. What it is, what <u>not</u> to run in the ruds. What a real F/N has.
Oct 6, 1968 HCO B	CLASS VIII OPERATING PROCEDURE	Remimeo Class VIII	A list of 18 terms and their definitions. Relates to Class VIII.
Oct 7, 1968 HCO B <i>Revised by HCO B Aug 20, 1970</i>	ASSESSMENT	Class VIII (SH, ASHO)	Difference between assessment and listing and nulling. Assessment is done from a prepared list, is assessed to one item and item is handled -- prepcheck, ARC Break etc. Listing is done by the pc, from a reading question. Null to one item -- if list has two items extend list. Re-null the whole list and one item left stays in which is given to the pc.
Oct 7, 1968 HCO B	ARC BREAK NEEDLE	Class VIII	If you run ARC Breaks with pc nattery which means M W/H, you will for sure get ARC Break needle~ and bad indicators.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Oct 8, 1968 HCO B	ASSESSMENT: LXI	Class VIII Confidential	Confidential.
Oct 8, 1968 HCO B	CASE SUPERVISOR - FOLDER HANDLING	Remimeo Case Supervisor Hat	Analyzing folders and reviewing folders and the difference. Standard Tech. The main question of the C/S is "was it applied?".
Oct 14, 1968 HCO B	"YOU MUST NEVER, NEVER, NEVER HAVE YOUR METER ....."	Remimeo	As per title, the meter must never be in the position where the pc can read the TA. Why. Also violates Clause 17 of the Auditors Code.
Oct 14, 1968 HCO B II	"THE DEFINITION OF RECALL ..."	Remimeo	The definition of recall in the Scn Abridged Dictionary is in- correct. Recall means remember- ing. Returning is the word used to go back and re-experience an incident.
Oct 14, 1968 HCO B Issue III	R-FACTOR NOTE	Remimeo Qual Tech Students	The use of the Gradation Chart in auditing -- by HCO B Nov 14 1965 "Clearing the Commands". LRH's hat and the Auditor's hat.
Oct 16, 1968 HCO B	SUPERVISOR'S DUTY	Supervisors Course	The duty of the supervisor of a course. What it consists of.
Oct 18, 1968 HCO B <i>Amends HCO B Sept 16, 1968</i>	AO's OT SECTIONS	Class VIII AOs CC and OT Course	Confidential.
Oct 18, 1968 HCO B	"THE CORRECT ORDER IN WHICH SUB-ZEROS, GRADES AND OT SECTIONS ARE ADMINISTERED "	Remimeo SH ASHO AO's Orgs	As per entry. The pc grades listed - ARC Straightwire to OT VI.
Oct 20, 1968 HCO B	THE PURPOSE OF CLASS VIII	Class VIII	There is no more "auditing is what you get away with" at VIII. What VIII is -- a flawless, in variable administration of pro- cesses with flawless TRs, using only the basics. The purpose. The impact of this. Cycle of decline of an auditor, cycle of decline of student. What is known if the pc did not arrive at the Examiner in good shape. Six points. How the purpose of the course can be defeated. What

warrants an automatic treason assignment. What there is in Standard Tech.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Oct 21, 1968 HCO B	FLOATING NEEDLE  <i>Revised by HCO B May 7, 1969</i>	Remimeo	F/Ns are the end phenomena for any process or action with the pc on two cans. A full definition. How it reads before cognition. How they show up on some pcs. The pop . Overrun of F/N . ARC Break needle. One hand electrode and its weakness -- how to handle.
Oct 22, 1968 HCO B	TEACHING THE CLASS VIII	Class VIII	The need for keeping the teaching of Class VIII straight. Why. Ten principles laid down. Why this must be adhered to completely.
Oct 28, 1968 HCO B	OT EXTERIOR  <i>Cancelled by HCO B June 17, 1970</i>	Class VIII	The datum is only -- when a pc goes exterior you cease to audit or he will go back in. Audit again when he goes back in .
Oct 29, 1968 HCO B	LIST CORRECTION  <i>Amends HCO B Sept 29, 1968</i>	Class VIII	Only valid for a list recently done. 14 items for assessment.
Oct 29, 1968 HCO B	"WHEN YOU RUN A VALENCE SHIFTER ..."  <i>Amendment of HCO B Sept 4, 1968</i>	Class VIII	As per title. When he's had low TA run what can you confront. Why.
Nov 1, 1968 HCO B	HIGH TA  <i>Amended by HCO B Dec 10, 1968</i>	Class VIII	Two methods of taking down a high TA (4.0 is a high-TA). One for chronic high TA, the other for getting the TA down so one can audit. Never start a main action with the TA high expecting the main action will get it down. Don't expect ruds to bring down a high TA. The commonest cause of a TA flying up during a break.
Nov 1, 1968 HCO B Issue II	OVERT- MOTIVATOR DEFINITIONS	Class VIII	These are problems in flows. They exist with or without intention. One can add "intentional" or "unintentional" to the definitions. Definitions of overt, motivator, false motivator, false overt.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Nov 2, 1968 HCO B	CASE SUPERVISOR CLASS VIII THE BASIC PROCESSES (Confidential Class VIII OT 3 and above. Adv Courses)	Class VIII	Confidential.
Nov 5, 1968 HCO B	HOW TO HANDLE THE RESISTIVE CASE	Class VIII Confidential	Confidential.
Nov 6, 1968 HCO B	CASE SUPERVISOR ACTIONS	Confidential Class VIII only	Confidential.
Nov 6, 1968 HCO B	"THE PRE-REQUISITE FOR OT V ..."	AO's Class VIII	Confidential.
Nov 9, 1968 HCO <i>Amended by HCO B May 2, 1972</i>	CLEARING COMMANDS ALL LEVELS	Remimeo Academy SHSBC	You never let the pc off the cans in Standard Tech. Why. The auditor opens the dictionary to the correct page for the pc to read.
Nov 18, 1968 HCO B	MODEL SESSION, DIANETICS TO LEVEL II	Remimeo	As per title. Details of how to do it. Using "this is the Session", 3 ruds, false and suppress if necessary, clearing commands and major action. What to do if no F/N on ruds.
Dec 4, 1968 HCO B	RELEASE REHABILITATION OF	Remimeo Level IV Academy SHSBC	With the power of Standard Tech the rehab of former release is a very simple action. Importance of excellent auditor basics. Example. If no F/N pc has PTP, ARC Break, Missed W/H or the auditor's TRs, comm cycle or meter reading is out or the process was never flattened. Keep Standard Tech simple.
Dec 5, 1968 HCO B	UNRESOLVING CASES	Class VIII	Data on personal roller coaster and how to handle. Why the PTS case does not respond to processing. How to handle it.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Dec 6, 1968 HCO B	RELEASE, REHABILITATION OF	Level IV Academy SHSBC	With the power of Standard Tech the rehabilitation of former states of release has become a very simple action. The procedure. Example. What has happened if you don't get an F/N. Keep Standard Tech simple.
Dec 10, 1968 HCO B <i>Amends HCO Bs Sept 17, 1968 and Nov 1, 1968 Amended and added to by HCO B July 17, 1969</i>	CORRECTION	Class IV Class VIII	As listed in the bulletin.
Dec 12, 1968 HCO B	INVALIDATION AND THE GOOD AUDITOR	Confidential Class VIII only	Confidential.
Dec 13, 1968 HCO B	THE "R" FACTOR	Confidential Class VIIIs Only	Confidential.
Dec 15, 1968 HCO B <i>Amends HCO B Jan 9, 1968</i>	L4A FOR ASSESSMENT OF ALL LISTING ERRORS	Remimeo	As per list.
Dec 15, 1968 HCO B <i>Amends HCO B Jan 9, 1968 List L4A Corrected (Item 6) Feb 12, 1969 Amended Aug 8, 1970 and Mar 18, 1971. Revised on L4BR June 2, 1972</i>	LIST 4B FOR ASSESSMENT OF ALL LISTING ERRORS	Remimeo	As per list.
Dec 17, 1968 HCO B	BULLETIN ON OT III	Confidential	Confidential.
Dec 19, 1968 HCO B	TECHNICAL DATA	All OT Course Students AO Review	Any tech data unless signed by LRH are cancelled.

## Auditors

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Dec 26, 1968 HCO B	THE THIRD PARTY LAW	Remimeo	Issued as both an HCO B and HCO PL. A third party must be present and unknown in every quarrel for a conflict to exist -- two other versions. It is a useful law on many dynamics. It is the cause of war. Incredible data. How this relates to all conflicts and conferences etc. "Underlying causes" of war should read "hidden promoters". The natural law both the ancients and moderns alike did not know.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
<b>1 9 6 9</b>			
Jan 5, 1969 HCO B	UNRESOLVING CASES KEY	Class VIII	How to handle. Environmental menace.
Jan 8, 1969 HCO B	DRUGS AND "INSANITY" NON COMPLIANCE AND ALTER-IS	Remimeo	LRH research on drug cases and takers. When threatened with unmocking a thetan mocks up obsessively. How this happens in non standard sessions and why. Under threat the person goes out of PT. The time track is not then being made up wholly of present time events. It is a composite of past track, imagina tion and present events. Here is the real basis of alter-is. The use of drugs and their effect. Enturbulation. Exteriorization. Dangerous environment.
Jan 23, 1969 HCO B	THE STANDARD	Remimeo All Students Tech Hats	Strange goofs and additives found in sessions, not on reports. Examples of these. Just do the correct procedure of auditing: understand the subject of audit ing. Do it Ron's way. Much easier.
Jan 24, 1969 HCO B	SUMMARY REPORT	Remimeo Students	New format for Auditors Summary Report. How to use it. The form itself.
<p><i>Amends HCO B June 14, 1965 Issue II Amended by HCO B Mar 17 Cancelled by HCO B Jan 12, 1971</i></p>			
Jan 24, 1969 HCO B Issue II	SUB ZERO'S - TRIPLE GRADES LOWER LEVELS - TRIPLE GRADES	Remimeo Class IV	How the Bulletin is to be used in the pc's folder. The commands of the Sub Zero Grades and the level O-IV grades triple. Havingness processes for each.
<p><i>Cancelled by HCO B June 17, 1970. Corrected by HCO B Feb 11, 1969, Revised by HCO B Aug 8, 1971 Issue II</i></p>			

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Jan 25, 1969 HCO B	TARGETS AND COMPUTERS	Remimeo	Target Series. Indication they could be used for the programming of computers.
Jan 25, 1969 HCO B Issue III  <i>Cancelled by HCO B June 17, 1970</i>	TRIPLE LOWER GRADES (Corrected issue) (Hold and send with 24 Jan 1969)	Remimeo Class VIIIs May be issued to lower level auditors. Class IV in Academies and SHSBC	How to run Triple Lower Grades. Auditor confusion, use of HCO B Clearing Commands. Don't over run, listing, out ruds, old pcs, tight C/Sing, invalidated auditors.
Jan 28, 1969 HCO B  <i>Cancelled by HCO B June 17, 1970</i>	HANDLING TRIPLE	Remimeo	A common goof in handling Triples -- overrun. How to handle this. Watch for flubs of precision and ensure havingness is run between levels.
Jan 29, 1969 HCO B  <i>Cancelled by HCO B June 17, 1970</i>	TRIPLE AND EXTERIOR C/S	Remimeo Class VIII	Exteriorisation likely to occur in triple ruds -- why. How to use the triples and ensure the auditor stops when the pc goes exterior.
Jan 30, 1969 HCO B  <i>Corrected by HCO B Apr 11, 1969</i>	TRIPLE RUDIMENTS	Remimeo Class IV	The use of triple ruds at lower levels. The commands of triple ruds. Their handling.
Feb 3, 1969 HCO B	TRIPLE GRADES FLOWS	Remimeo	The only flows used in triple grades. How to use them. Intensity of the different flows varies from person to person. Wording of the commands takes care of these. Relationship to third party law and three terminal universe .
Feb 3, 1969 HCO B  <i>Cancelled by HCO B June 17, 1970</i>	TRIPLE GRADES	Remimeo	(Firm policy on Triple Grades, not to be violated.) The use of triple grades by whom, under whose supervision. They are taught on Class IV and Class V. When the balance of the two flows may be put in. How to do it plus rehab the other flow. Best time to do it is before Power. The advantages of triples.
Feb 7, 1969 HCO B	THE BODY COMMUNICATION	Remimeo	The write up of how to do the Body Co Process by Steve Jarvis.
Feb 9, 1969	RESEARCH NOTES	Remimeo	As per title. End cognition of

HCO B

RE THE TRIPLE  
GRADES

Class IV

havingness. What havingness is.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Feb 11, 1969 HCO Br <i>Cancelled by HCO B June 17, 1970</i>	USE OF TRIPLE RUDIMENTS (ADD TO TRIPLE GRADES CHECKSHEET * RATE)	Remimeo Class IV	As per title. Further notes on their use and auditors training. A correction to HCO B Jan 24.
Feb 12, 1969 HCO B <i>Amendment to HCO B Dec 15, 1968. Amended Jan 9, 1968</i>	L4A FOR ASSESSMENT OF ALL LISTING QUESTIONS	Remimeo	The assessment questions. Item 6 corrected.
Feb 14, 1969 HCO B	CASE ENTRY - CASE SUPERVISOR ACTIONS	Class VIII Confidential	Confidential.
Feb 18, 1969 HCO B	STAGE PRESENCE TRAINING DRILLS	Remimeo	When these drills should be used. TR 20. Name, purpose, commands, position, training stress, history.
Feb 18, 1969 HCO B	STAGE PRESENCE TRAINING DRILLS (CONTINUED)	Remimeo	TR 21. Name, purpose, commands, position, training stress, history.
Feb 18, 1969 HCO B	STAGE PRESENCE TRAINING DRILLS (CONTINUED)	Remimeo	Note on usage. TR 22. Name, purpose, commands, position, training stress.
Feb 28, 1969 HCO B	MEDICAL DOCTORS (LRH ED 86 INT FEB 22, 1969)	Remimeo	If any orgs train medical doctors, how they must be trained, 3 points. Seminars and lectures.
Mar 3, 1969 HCO B	CASE GAIN COMPLETING LEVELS	Remimeo Class VIII Level IV Tech Sec Qual Sec Staff Auditors Hat	Any level is itself capable of stable case gain. If a level does not produce stable gain, then the case is loused up on earlier levels. This is true of ARC Straight Wire and OT VI alike. One does not give the next level to solve an earlier out tech situ ation. Elementary case repair. How to handle.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Mar 21, 1969 HCO B <i>Cancelled by HCO B June 17, 1970</i>	AUDITORS REPORT TRIPLE GRADES	Remimeo Class VIII Class VI	The admin of the sessions of Triple Grades. How to do it. The reason for admin. How to do the auditors reports. Why.
Mar 12, 1969 HCO B	PHYSICALLY ILL PCs AND PRE OTs (WITH A NOTE ON DRUGS)	Remimeo Class VIII Tech Secs Qual Secs	Various viewpoints in relation to the extremes of the cause of mental and physical illness. How physical illness can interrupt auditing. How to handle and why this is necessary. How ill ness relates to insanity. Healing. Why tranquillisers work. Drugs how they work.
Mar 14, 1969 HCO B <i>Cancelled by HCO B June 17, 1970</i>	"IT IS OK FOR ANY CLASS VIII ...	Remimeo "	How the Course Supervisor (as a Class VIII) handles his students pc folders. Differentiation between this and case supervision.
Mar 17, 1969 HCO B <i>Amends HC0 Bs June 14, 1965 Issure II and Jan 24, 1969. Amended by HC0 B June 20, 1970</i>	SUMMARY REPORT	Remimeo Students	New format of the Auditors Summary Report. How to use it.
Mar 17, 1969 HCO B	POLITICS	Remimeo	Scale of politics taken from memory from Excalibur. Use of Science of Survival and this scale to handle and predict the ideologies. Cycle of a nation. The ones who are likely to fight and the ones who are not. The problem man is trying to solve.
Apr 2, 1969 HCO B <i>Revised May 14, 1969</i>	DIANETIC ASSISTS	Remimeo	To be included in Medical Series. Data on the use of Dianetic Assists.
Apr 5, 1969 HCO B <i>Corrected HCO B May 26, 1970</i>	NEW PRECLEAR THE WORKABILITY OF SCIENTOLOGY	Remimeo Dianetic Course D of Ts D of Ps Class VIII	Training of a new pc. Conditions of a new pc. The three points it is too much to ask of a being in starting processing. The correct steps to take. Various cases re viewed. "No auditing" was found. Not doing auditing is a fundamental



<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Apr 6, 1969 HCO B	FUNDAMENTAL AUDITING	Remimeo Dianetics Course	error. Five things which may be present if an area thinks Dianetics and Scientology don't work. Concrete rule.
Apr 6, 1969 HCO B Issue II	DIANETICS COURSE AUDITING REQUIREMENTS	Remimeo Dianetics Course	The true fundamental background of a Scientology auditor -- Dianetic auditing, its early use, when it operates and its heritage. End product of Dianetics. How the Scn auditor is balked by an ill pc. How the two relate to each other.
Apr 11, 1969 HCO B <i>Corrected</i> <i>Issue of</i> <i>HCO B Jan</i> <i>30, 1969</i> <i>Amended by</i> <i>HCO B June</i> <i>17, 1969</i>	TRIPLE RUDIMENTS	Remimeo Class IV	The auditing requirements of a Dianetic Auditor -- 25 hours. Points that must be done and the case gain achieved. What the checksheet must contain. Requisite for Academy enrollment. The relationship of Dianetic and Scientology auditing and the results.
Apr 15, 1969 HCO B <i>Amends HCO B</i> <i>Sept 23, 1968</i>	PTP RUDIMENT	Remimeo All Students St Hill Courses All Staff	Triple rudiments. How they are used. The commands. How to handle errors. The importance.
Apr 16, 1969 HCO B <i>Revised by</i> <i>HCO B May</i> <i>19, 1969</i>	HEALTH FORM, USE OF	Remimeo Class VIIIs Dianetic Auditors Checksheet Tech Sec Ds of T Ds of P	How the PTP rud is handled. Itsa earlier itsa. Do not use a process.
Apr 17, 1969 HCO B	DIANETIC CASE SUPERVISION	Remimeo Dianetics Chksheet Class VIII's Dianetic	Guide to what to audit on a case. Some pcs do not know they have recovered. Second health form gives a comparison. One of the old problems of Dianetics. How to handle each symptom or complaint. When to do a new health form. Purpose of sessions. Eleven steps in the use of the health form.
			Dianetics is done differently than Scn. Six things the Dianetic Auditor does not do and the Case Supervisor must not expect. How we handle the pc's needs in Qual.

Auditors

How to run out bad sessions.  
What an HDA can do.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Apr 17, 1969 HCO B	DIANETIC CASE FAILURES	Remimeo Qual Secs Class VIIIs Dianetic Auditor Tech Secs Ds of T Ds of P	The foremost failures of Dianetics on cases. It just wasn't used at all, or not completed, or didn't clean up all the somatics. The source of the somatics. Example.
Apr 22, 1969 HCO B	DIANETICS VS SCIENTOLOGY	Remimeo Class VIIIs Dian Auditors Tech Secs Qual Secs Dianetic Checksheet	Dianetics and Scientology are separate subjects. Have certain tools in common. Dianetics addresses the body, Scn addresses the thetan. To mix the two is a bad error -- it will produce no real case gain. What LRH found about Dianetics -- man's usual PTP is his body. Keep the two separate (Dianetics and Scientology).
Apr 22, 1969 HCO B Issue II	SOMATICS AND OTs	Remimeo Usual Dn Dist Dian Check- sheet AO's	When a pc or a pre OT has physical and other difficulties he needs Dianetics. Once this is understood it will end any and all failures. The PTPs of a thetan. Mixing of practices in relation to Dn and Scn. What you handle in Dianetics and what is handled in Scn. The two now clearly separated.
Apr 23, 1969 HCO B	DIANETICS, BASIC DEFINITIONS	Remimeo Dn Checksheet Class VIIIs Qual Secs Tech Secs	As per title definitions of erasure, lock, secondary, engrams, somatic, misemotion, time track, pleasure moments, black field, invisible field, pressure somatic, key in, key out, F/Ns, multiple illness chain, automatic bank basic, unburdening basic basic, valence ally, assess. The importance of these in Dianetics.
Apr 23, 1969 HCO B Issue II	DIANETICS ERASURE HOW TO ATTAIN	Remimeo Dn Checksheet Class VIIIs Qual Secs	If you run a lock, secondary or engram through twice and it does not erase -- go earlier. Follow the somatic not narrative content.
Apr 23, 1969 HCO B Issue III	PAST LIVES	Remimeo Dn Checksheet Class VIIIs Qual Secs Tech Secs	When a group seeks to forward only what is currently acceptable it of course stalls all progress, and it is dishonest to suppress or fail to reveal scientific discoveries. As far as past lives are concerned, if you don't run the pictures when they come up on a chain, the pc will not recover.

Audit what the pc has to audit.  
Leave the social aspects of the  
case to others.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Apr 24, 1969 HCO B	DIANETIC USE	Remimeo Dn Checksheet Class VIIIs etc.	Why Dianetics fell out of use. How to handle people who are ill. How Dianetics is used like a remedy. Use it. The reintroduction of Dianetics, a restatement and easier to use. We now have Standard Dianetics.
Apr 24, 1969 HCO B Issue II	DIANETIC RESULTS	Remimeo Dn Checksheet Class VIIIs Qual Secs Tech Secs	Occasionally Dianetics gives Scn results and vice versa. The clue is consistency. Dianetics addresses the body and Scn the thetan. Each has separate results.
Apr 24, 1969 HCO B <i>Added to by HCO B Sept 25, 1970</i>	PRECLEAR ASSESSMENT SHEET	Remimeo All Staff Auditors D of P HGC Admin	As per title. How to use. The assessment itself.
Apr 26, 1969 HCO B	BAD INDICATORS	Remimeo Dianetic Course	A list of 38 bad indicators.
Apr 26, 1969 HCO B	SOMATICS	Remimeo Dianetics Checksheets etc.	Somatics only to be run -- examples of what are and what are not somatics. Follow down feelings and only assess the feeling stated.
Apr 27, 1969 HCO B	R-3-R RESTATED	Remimeo Dn Auditors etc.	What is done the second time through an incident, the steps to take, A~ B, C, and D. Erasure or going solid.- Pc interest. Erasing last incident found. Completing chains. F/Ns vs erasure. Ending session. Ending Dianetics.
Apr 27, 1969 HCO B Issue II	DIANETIC FAILURES	Remimeo	Dianetics can be made to fail by alteration. Three headings under which this can occur listed. What the failures come from.
Apr 28, 1969 HCO B	HIGH TA IN DIANETICS	Remimeo Dianetics Ck Sheet	What a high TA in Scn is. What it is in Dianetics. How an Scn auditor handles overrun, how a Dianetic auditor handles overrun. Further data.
Apr 29, 1969 HCO B	ASSESSMENT AND INTEREST	Remimeo Dn Checksheet	Dianetic assessment by longest read. Different from Scn assessment by elimination and listing

and nulling. Symbols and their definitions. The reason why one

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Apr 30, 1969 HCO B	AUDITOR TRUST	Remimeo Dianetics Checksheet	assesses. The result of trying to run a somatic which has not read on the list. Exception to a reading item. Never run a pc against his protest but where the pc's interest lies. Further data.
May 1, 1969 HCO B	GRINDING OUT ENGRAMS	Remimeo Dn Checksheet	Pc tends to be able to confront to the degree he feels safe. How this works and why. How the auditor makes the session safe for the pc.
May 4, 1969 HCO B	DIANETICS MAJOR AUDITING FAULTS	Remimeo Dianetic Course	Grinding out incidents. How this occurs. After once or twice through go earlier. How OTs get grinding. How to handle. How pcs who shift from somatic to somatic could get into grinding.
May 5, 1969 HCO B Issue I	TOUCH ASSISTS	Remimeo Dianetic Course	22 major Dianetic auditing faults listed. The major fault being not doing it.
May 5, 1969 HCO B Issue II	DIANETICS CASE SUPERVISION FORMS	Dianetic Checksheet Class VIIIs Qual Secs Tech Secs	How to do a touch assist -- compiled from a lecture given by LRH October 3, 1968.
May 6, 1969 HCO B Issue I	DIANETICS AND REVIEW	Remimeo Dianetics Course Qual Secs	Standard Dianetics C/S No. 1 and No. 2 forms. How to use.
May 6, 1969 HCO B	ROUTINE R-3R REVISED ENGRAM RUNNING BY CHAINS	Remimeo Dianetic Course Class VIII	How to handle when pc is not running properly. The need for this only occurs after non Standard Dianetic auditing.
<i>Revised by HCO B Dec 1, 1970</i>			This bulletin contains part of 27 April 1969 and 24 June 1963. Important points on running of engrams. R3-R revised by steps. Erasure or going solid, pc interest, erasing last incident found, completing chains, F/N vs erasure, ending sessions, ending Dianetics.
May 7, 1969 HCO B Issue III	DIANETICS EXTRACTS FROM EARLY BULLETINS	Remimeo Dianetic Course	Extracts from HCO B May 15, 1963, June 8, 1963 and Apr 3, 1966.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
May 7, 1969 HCO B Issue IV	THE FIVE GAEs	Remimeo Dianetic Course	(HCO B Sept 21, 1965 edited for use on the Dianetic Course). The five GAEs listed. These are the only errors in the auditing of an auditor.
May 7, 1969 HCO B Issue V <i>Revises HCO B Oct 21, 1968</i>	FLOATING NEEDLE	Remimeo Dianetic Course	(Revision of HCO B Oct 21, 1968 for use on Dianetic Course only . )
May 7, 1969 HCO B Issue VI <i>Revises HCO B Sept 1, 1968</i>	SUMMARY OF HOW TO WRITE AN AUDITOR'S REPORT WORK- SHEETS AND SUMMARY REPORT, WITH SOME ADDITIONAL INFORMATION	Remimeo Class VIII Dianetic Courses	Revision of HCO B Sept 1, 1968. For use on Dianetic Course.
May 7, 1969 HCO B Issue~VII <i>Corrected by HCO B June 19, 1969</i>	DIANETIC COURSE STUDY DRILLS	Remimeo Dianetic Course	Study drills for five of the HCO Bs on the Dianetics checksheet.
May 8, 1969 HCO B	REPETITIVE STUDY	Remimeo Dianetics Supervisors Course	Following study datum has emerged. Number of times over the material equals certainty and results. How this applies to Standard Dianetics Course Students. Results in the student's own case is the guarantee of successful application by the student.
May 8, 1969 HCO B Issue II	TEACHING THE DIANETICS COURSE	Remimeo Dianetics Course	As the teaching of basic data re stimulates confusions which are then dramatised by throwing the course off line, the way the Dianetics Course is taught is vital. Nine steps in the teaching listed. If not, what must be done.
May 9, 1969 HCO B	SUPERVISION DRILLS	Remimeo	Student Drill 1 -- Handling student questions. Student Drill 2 -- Handling misunderstood words or phrases. Student Drill 3 -- Handling enturbulative students.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
May 9, 1969 HCO B	CASE SUPERVISING DIANETICS FOLDERS	Remimeo Dn Checksheet	What Case Supervisors look for in Dianetic folders. Two data that emerged from LRH C/Sing many Dianetics folders. There is only one exact procedure. It is a serious error to mix Dianetics and Scn in the same session. Further data.
May 9, 1969 HCO B	CASE SUPERVISOR FORMS	Remimeo Dn Checksheet	Dn C/S 1 for new unaudited pcs. Dn C/S 2 for cases who have or have not been given a medical exam and have had auditing. The forms.
May 11, 1969 HCO B <i>Replaces HCO B July 27, 1966</i>	TECH DIV QUAL DIV METER TRIM CHECK	Remimeo All Orgs Exec Secs Tech Sec Qual Sec All Tech Hats All Qual Hats Dianetic Course	Why E-Meters go out of trim during session. Five steps in meter calibration at end of session.
May 11, 1969 HCO B <i>Revised by HCO B Oct 12, 1969</i> <i>Revised by HCO B Oct 16, 1971</i>	FORCING A PC	Remimeo Dn Checksheet	Don't force a pc to go on being audited. Why. There is no exIssue II cause for it. It invalidates the pc's cause.
May 13, 1969 HCO B	PECULIARITIES	Remimeo Dn Checksheet	If you run into some odd pc phenomena in Dianetic auditing, the rule is end off and send the pc to a Scientology Review. How to handle if no org nearby and you are a Scn auditor as well. Source of the phenomena that can come under this rule. How to handle the session.
May 14, 1969 HCO B <i>Revision of HCO B Apr 2, 1969</i>	DIANETIC ASSISTS	Remimeo	Include in Medical Series. The use of Dianetics to the medical doctor. Use of Dianetics in relation to illnesses and insanity. What insanity often is. Touch assist, contact assist and the auditing assist. Further data on Dianetics and its use.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
May 14, 1969 HCO B  <i>Corrected by HCO B Aug 29, 1970</i>	SICKNESS	Remimeo Dn Checksheet	What has happened when a pc after a Dianetic session gets ill a few days later. Homeopathy. Stuck mental picture. Use of Dianetics to make medicine work. Further data. Audit the pc standardly on Dianetics.
May 14, 1969 HCO B Issue II  <i>Replaced by HCO B Aug 1, 1970</i>	F/N AND ERASURE	Remimeo Dn Checksheet	F/N in relation to locks and key outs. The erasure F/N is the F/N wanted in Dianetics. TA position. GIs in relation to F/Ns and erasure. Overrun. Cognition and erasure and F/N.
May 14, 1969 HCO B Issue III	CULTURAL LAG	Remimeo Dn Checksheet	The reason why Dianetics and Scn were abused -- cultural lag. Various examples. It occurs for various reasons. Dianetics and Scn, why they are subject to dis belief. Dianetics and Scientology are just in time.
May 15, 1969 HCO B	DIRTY NEEDLE	Remimeo Dn Checksheet	What a dirty needle indicates. What to do if dirty needle after Dn C/S 1.
May 17, 1969 HCO B	TRs AND DIRTY NEEDLES	Remimeo Dn Checksheet	If student's pc develops a dirty needle it is caused by out TRs, student breaking Auditors Code, pc has W/H. The remedy for each of these.
May 18, 1969 HCO B	ERASURE	Remimeo Dn Checksheet	How to handle when pc says it is gone but no F/N. Check is the 'picture' erasing -- but not habitually. What erasure depends on. Only chains of feelings (pains, sensations, misemotions etc.) uniformly go down to a basic that will erase.
May 19, 1969 HCO B  <i>Revises HCO B April 16, 1969. Revised</i>	DRUG AND ALCOHOL CASES PRIOR ASSESSING	Remimeo Dian Checksheet	Somatic shut off or drug and alcohol cases. Prior assess to before he started taking drugs or alcohol. How to do it. Use of PA in relation to a curative activity also.
May 19, 1969 HCO B	HEALTH FORM, USE OF. A BRIEF DESCRIPTION OF AUDITING	Remimeo Class VIIIs Dian. Auditors Checksheet Tech Sec	Additional data on symptoms or complaints and how to run them.

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<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
May 20, 1969 HCO B	KEEPING DIANETICS WORKING IN AN AREA	Remimeo Dian. Checksheet	The problems of alteration at the beginning of Dianetics Course. Starting out in an area. How to handle. The five problems of early Dianetics. The four points of potential failure. If it isn't working it's being varied.
May 20, 1969 HCO B	DIANETICS COURSE DATA	Remimeo Dianetics Course	Course Sections 1-4. Students ready to audit, handwriting, pc assessment sheet, location of lists, auditing environment, contagion of error, Dianetic auditing assists, sensitivity setting, clearing commands, attestations, Cramming, flunks, statistics, case supervisor instructions.
May 21, 1969 HCO B	ASSESSMENT	Remimeo Dian Checksheet	In all the years of auditing, listing and assessing anything has been a weak spot in auditing. How this relates to Standard Dianetics. An old operating definition of assessment. What one is assessing for. How to tell it's a right item. What the Dianetic auditor should understand about right items to run. Difference between Dianetic and Scientology lists.
May 22, 1969 HCO B	DIANETICS, ITS BACKGROUND	Remimeo Dian Checksheet	As per title. The mission of Dianetics is to get itself applied. The importance of the 1969 Standard Dianetics breakthrough.
May 22, 1969 HCO B <i>Cancelled by HCO B Sept, 2, 1969</i>	NOTES ON C/S INSTRUCTIONS	Remimeo Dn Course	Auditors hat is to audit. The C/S goes by folders. How to keep Dianetics working. The use of an existing list. Flattening chains. Following the C/S instructions. Accept the pc's data. How to query C/S instructions.
May 23, 1969 HCO B	AUDITING OUT SESSIONS NARRATIVE VERSUS SOMATIC CHAINS	Remimeo Dian Checksheet	Now and again auditors have to run out a session by R3R. In this instance get an earlier similar incident. Liability of running a narrative chain. The best thing is to goof no assessments or sessions in the first place.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
May 24, 1969 HCO B	THE DIFFICULT CASE	Remimeo Dian Checksheet	Dianetic Course Supers can expect up to 20% threatened course failures because of students own case. In HGC 25% of pcs will not resolve on Standard Dianetic auditing alone. Students don't have cases but failed students do. OT cases and how to handle either with Dianetics or Class VIII.
May 24, 1969 HCO B Issue II	DIANETIC HIGH CRIMES	Remimeo Dian Checksheet	Aside from Auditors Code violations there are four Dianetic High Crimes. These listed. Examples of each. There are countless variations.
May 25, 1969 HCO B <i>Reissued in HCO B July 22, 1969</i>	HIGH TA ASSESSMENT	Remimeo Dianetics Checksheet	When a pc has a high TA after one or more sessions, earlier chains found were not erased. High TA equals one or more engram chains in restimulation. High TA = mental energy mass. How to handle high TA. Low TA and what it means and what to do. Excep tion.
May 26, 1969 HCO B	DIANETICS STUDY AND DRILLS	Remimeo Dianetics Course	Purpose of study drills and auditing on a doll. Importance of checkouts. LRH case super vised sessions. You have to be a competent Dianetic case super visor by the end of the course. How achieved. Duplication of C/S instructions and how this is
May 27, 1969 HCO B	IMPORTANT URGENT THE VIII's NIGHTMARE	Remimeo Class VIII's ECs Qual Secs	The nightmare for a Class VIII C/S is to have to do his job without a competent Review Auditor. How the Class VIII C/S would handle this. This must not break down. We must keep tech standard and well done.
May 27, 1969 HCO B	EARLIER SIMILAR	Remimeo Dn Course Tech Hats	What gets handled in Dianetics. Handling of incidents. Command confusion clarified. The precise use of commands.
May 28, 1969 HCO B	HOW NOT TO ERASE	Remimeo Dian Checksheet	Two extremes a Dianetic Auditor can go to on the subject of erasure. Go earlier when going solid. The pc who blows it. The importance of understanding the procedure.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
May 28, 1968 HCO B Issue II	DIANETICS AND RESULTS DLANETIC COUNSELLING GROUPS	Remimeo Dianetics Checksheet	Isolated practitioner has to be a one man band. The other hats needed to be worn. It takes about two admin personnel to keep one tech personnel going. The best auditing results from teamwork. Handle by forming a Dianetic Counselling Group. Details with regard to the Dianetic Counselling Group.
June 3, 1969 HCO B	TR NOTES	Remimeo	Common denominator in Dianetic auditors was found to be out TRs. The importance of TRs in Dianetics. The success of the student can be measured by, and is proportional to the degree of excellence in TRs. LRH says a student has no case but a failed student has. TRs are not a tea party.
June 4, 1969 HCO B	COMM IMPEDIMENTS	Remimeo Class VIII	How stuttering or comm difficulties may be handled if they read on the meter- A Class VIII activity.
June 5, 1969 HCO B  <i>Ammended by HCO B July 12, 1969 Revised by HCO B Oct 3, 1969</i>	TWO DIANETIC REMEDIES	Remimeo Dianetics Course	As per title. Two points. Detailed. The procedures are special applications of the Prior Assessment principle.
June 6, 1969 HCO B	CRAMMING	Remimeo Dn Course Tech Hats	The functions and actions of the Cramming Officer must be understood. What the Cramming Officer knows and handles. How the Cramming Officer handles the student. Cramming and supervision must not collapse into each other.
June 6, 1969 HCO B	PREDICTION AND CONSEQUENCES	Remimeo Class II Checksheet Academy SHSBC	Main reason for overts of omission and commission. Why Pavlov was acceptable. The pinning of people close to PT and overwhelm into the past. Man is basically good. How we know this. The road from insanity to sanity.
June 7, 1969 HCO B	DIANETICS POINTS WHICH GO OUT AND WRECK PCs	Remimeo Dianetic Supervisor's Course	Eleven points which go out on a course and wreck it. They must be kept in.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
June 7, 1969 HCO B	HOW TO MAKE A PERSON SOBER	Remimeo	The use of locational havingness in making a drunk person sober. This is an assist, not a cure. What a drunk can't confront. Do not ever get angry with or strike a drunk whatever the provocation.
June 10, 1969 HCO B	LANGUAGE DICTIONARIES AND TRANS- LATIONS APPLICATION OF STUDY TECH	Remimeo All Translators Comm Supervisors All Foreign Students	In doing translations of Scn into other languages, beware synonyms. The use of an English standard dictionary.
June 11, 1969 HCO B	MATERIALS, SCARCITY OF	Remimeo Dian Course Super Checksheet Dissem Secs Tech Secs Qual Secs	A whole course can be wrecked by scarcity of materials. How to handle for courses. Break the checksheet down into sections.
June 12, 1969 HCO B	7 CSE R3R SET UP	Remimeo Class VIII	Use of prepchecking LXL R3R run down and handling drugs, other practices and former therapies. 7 case assessments can be done over and over each time deleting the item just handled.
<i>Amended by HCO B July 10, 1969 Cancelled by HCO B July 6, 1971</i>			
June 13, 1969 HCO B	THE 3 WAY S & D	Remimeo Level III Students	As per title. 3 way flow S 8 Ds. How to use. U, S and W and their questions.
<i>Amends HCO B Jan 13, 1968 and Jan 19, 1968</i>			
June 19, 1969 HCO B	DEFINITION OF TERMS	Dianetics Course	Definitions of terms are not required to be learned verbatim. Further data- All theory check-outs must consult the student's understanding.
<i>Corrects HC0 B May 7, 1969</i>			
June 23, 1969 HCO B	F/N	Remimeo Dianetics Checksheet	It is possible to get a F/N and VGIs while simply spotting or dating an engram. Let the pc have his win. What has happened. Auditor's problem is to tell which it is. Further data.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
June 26, 1969 HCO B <i>Revised and Replaced by HCO B June 28, 1969</i>	C/S HOW TO CASE SUPERVISE DIANETICS FOLDERS	Remimeo Class VIII Checksheet Dianetics Checksheet	See entry June 28 1969.
June 26, 1969 HCO B	ENGRAMS, HANDLING OF AND OTs	Remimeo Class VIII Dn Checksheet	The way a case can run at high velocity on R3R when pc/pre OT case is in good shape. How to handle this.
June 26, 1969 HCO B	CLASS VIII PRE-AUDITING REQUIREMENTS	Class VIII	As per title. Class VIII student must have gone three times through the checksheet and passed a tough written exam 100%. What happens if he flunks. When he can graduate.
June 27, 1969 HCO B <i>Revised July 5, 1969 Cancelled Sept 2, 1969</i>	Q & A	Remimeo Tech Hats Class VIII Dianetics Supervisor Hats	Various examples of how Dianetic auditors and Class VIIIs could and have gone off standard and how they must not do this and how they can handle.
June 28, 1969 HCO B <i>Replaces HCO B June 26, 1969 same title</i>	C/S HOW TO CASE SUPERVISE DIANETICS FOLDERS	Remimeo Class VIII Checksheet Dianetics Checksheet	It is very easy to case supervise a Dianetics folder. How to do it. What the C/S must be. Four actions for the Dianetics C/S to take. Two types of cases. How to handle. Handling of sick and insane cases. C/S procedure. Five steps of folder inspection. The handling of C/S folders and getting good case gain on pcs.
July 1, 1969 HCO B <i>Adds to HCO B May 25, 1969</i>	HIGH TA ASSESSMENT	Remimeo Dianetics Course	The actions to be taken when a pc has a high TA. C/S instructions.
July 3, 1969 HCO B	HEALTH FORM AND SOMATICS	Remimeo Dian Checksheet	The compilation of the Health Form is an auditing action. How to ensure reads are not missed. Somatics, ending off, additional somatics. Understandingness.
July 4, 1969 HCO B	AUDITING OF OT III PRECLEARs	Remimeo Tech Sec Qual Sec Dianetics Course	Pcs who have studied or run the OT III materials, may only be audited by auditors who are OT III and above. A non OT III Dianetic auditor can be wrecked

if assigned to OT III pc -- so  
don't do it.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
July 4, 1969 HCO B Issue II	DIANETICS STUDENT AUDITORS	Remimeo Dianetics Course	After student auditors on Dianetics Course have passed their written exam 100%, must audit their first sessions on other students. Why. When he may audit other pcs.
July 5, 1969 HCO B <i>Revision of HCO B June, 27, 1969 Cancelled Sept 2, 1969</i>	Q & A	Remimeo Tech Hats Class VIII Dianetics Supervisor Hat	See earlier entry.
July 10, 1969 HCO B	STENOGRAPHIC AUDITING	Remimeo	Stenographic notes of auditing not required. Pc has not got an auditor if this is so. Why, how to handle, what the C/S expects. The auditor controls the session, has excellent TRs and gets results.
July 10, 1969 HCO B Issue II	EXTERIORIZATION REMEDY	Class VIII	When a pc is not stably exterior, what can be run. Technique developed and used by LRH in recent Dianetics research.
July 10, 1969 HCO B <i>Amends HC0B June 12, 1969</i>	FORMER THERAPIES AND EARLIER PRACTICES	Remimeo Class VIII	As per title. How they are handled when assessed on seven resistive cases. This supersedes and cancels any previously issued method of handling these.
July 11, 1969 HCO B	SUPERVISION	Remimeo Dianetic Supervisors Course	A course supervisor can give himself and his students losses by being too careful. Dianetics is a fast simple course. It is not complicated. Two types of students. How to handle. Supervisor validation.
July 12, 1969 HCO B <i>Amends HC0 B June 5, 1969</i>	AMENDMENT TO HCO B 5 JUNE 1969, TWO DIANETIC REMEDIES	Remimeo Dianetics Course	The question to use on pcs who cannot go earlier than this life. Question in HCO B June 5, 1969 is incomplete.
July 12, 1969 HCO B	EXTERIORIZATION	Remimeo Dianetics Course	Exteriorization is one of the Scn results that sometimes occurs in Dianetic auditing. How to handle this. C/S and Examiner action. An auditing session is not carried on beyond exteriorization.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
July 12, 1969 HCO B	STARTING DIANETICS ON PCs WHO HAVE HAD SCIENTOLOGY AUDITING	Remimeo Dianetics Course	The use of Dianetics C/S 1 on pcs who have had Scn auditing but have not had Dianetic auditing.
July 12, 1969 HCO B	THE PC WHO HAS SOMETHING THAT HASN'T BEEN HANDLED	Remimeo Dianetics	As per title. How to handle the pc with Dianetics.
July 16, 1969 HCO B	URGENT - IMPORTANT	Remimeo Dianetics Checksheet Class VIII Course Supervisor Cramming Case Super- visors	LRH new breakthrough. When you have a failed session, you ask the pc what the auditor did. Chief outness appears to be auditor failing to give the next command. Other outnesses TRs 101, 102, 103, and 104 developed to handle failure to give the next command. Further data.
July 17, 1969 HCO B <i>Revised by HCO B Dec 1, 1970. Added to by HCO B Mar 3, 1971</i>	DIANETIC COMMAND TRAINING DRILLS	Remimeo Dianetics Course	The most common errors made by student auditors -- the need for drilling TR 101, TR 102, TR 103, TR 104. The drills in full and how to do them .
July 17, 1969 HCO B Issue II	FLAGRANT AUDITING ERRORS	Remimeo Dianetics Course Class VIII Academies All Levels	A list of auditor errors discovered by asking the pcs what was done in their sessions after the sessions had mysteriously failed. Each is a flagrant departure from standard auditing. The auditors were extensively retrained on TRs 101, 102, 103, 104.
July 17, 1969 HCO B Issue III <i>The drug handling method as given in this HCO B was Cancelled by HCO B July 6, 1971 Issued I and HCO B July 16, 1971</i>	AMENDMENTS AND ADDITIONS TO CLASS VIII C/S BULLETIN OF 10 DEC. 1968	Class VIII	As per title.
July 18, 1969	DIANETICS	Remimeo	Class VIII auditor may have to

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Class VIII  
only

run somatic 3 way chains. How  
to do this and the commands.  
Scn 3 way engrams and earliers  
of course remain exactly as per  
the C/S book. The use of the  
above.

July 19, 1969 HCO B	AUDITING PRE-OTs	Remimeo Class VIII Course Supervisors	Major reason for any failures in the auditing of Pre-OTs is the auditor was too slow and flubbed commands. The importance of being able to audit pre-OTs fast, without flubs, and other pcs also of course. How to handle.
July 19, 1969 HCO B	DIANETICS AND ILLNESS	Remimeo Dianetics Checksheet Class VIII Case Supervisors Registrars Public Officer	The idea of one can always get rid of an illness by auditing one chain to basic is false. An illness is a composite somatic. How to handle. The maxim -- how to handle "I've still got my ...". Auditing gives gains by deletion. How the Registrar handles "My lumbosis was not handled."
July 21, 1969 HCO B	R6-EW (Solo and Class VI auditors and above only. Confidential to lower levels)	Class VI Solo Course	Confidential.
July 21, 1969 HCO B Issue II	ONE HAND ELECTRODES	Level VI Solo Course	A one hand electrode shows as much as one TA Div high and hides F/Ns. The use of two cans to check to handle TA and needle phenomena.
July 22, 1969 HCO B <i>Revises HCO B May 19, 1969</i>	PASTORAL COUNSELLING HEALTH FORM	-	As per title. Its use. The form itself.
July 22, 1969 HCO B	IMPORTANT AUDITING SPEED	Remimeo Dian Checksheet AOs Class VIIIs Class VIII Checksheet D of Ps D of Ts	Almost any failure you have ever had with an auditor or in auditing came from auditor comm lags or errors. In assigning auditors you only dare assign fast ones to pre OTs. This hidden speed factor has lain behind the vast majority of our failed sessions for 19 years. Only other source of failure is physically ill pc. Speed and accuracy is the stress.
July 22, 1969 HCO B Issue II	UNFLAT CHAINS	Remimeo Dianetics Course	Never ask a pc whether a chain has been left unflat. He cannot see a chain, but he can see a picture. Hence pictures and masses are asked for. How to handle high TA at start of session in Dianetics.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
July 22, 1969 HCO B Issue II	HIGH TA ASSESSMENT	Remimeo Dianetics Chkst	Additional data on how to handle high TA in Dianetics.
<i>Reissue of HCO B May 25, 1969 Amended</i>			
July 23, 1969 HCO B	AUDITOR ASSIGNMENT POLICIES	Remimeo Dianetic Checksheet Class VIII Checksheet Case Supervisors Dir Tech Services Ds of P Ds of T	The answer now known to 'Scientologists are harder to audit than new pcs'. It is auditor speed. It is policy not to assign an auditor whose grade and class is less than that of the pc. Further data. It is policy to assign only good proven auditors to audit good auditors. It is a suppressive act to assign a new or poor auditor to an auditor who has proven he can attain uniformly good results. Slow auditors audit slow auditors.
July 24, 1969 HCO B	SERIOUSLY ILL PCS	Remimeo Dianetics Checksheet Class VIII Checksheet Class VIIIs Dianetic Auditors Case Supervisors D of P	How G/F 40 seriously ill is handled. Three steps. Main point is to exhaust the entire list of all reading items. How to handle the physically ill pc.
July 26, 1969 HCO B	BODY AND STANDARD	Remimeo All Levels Dianetics Class VIII	When treatment is prescribed in relation to Dianetics and Scientology, it is to be adhered to rigidly and no person is permitted to offer him anything to eat without permission of the person in charge of the treatment. Why. Further data on this. Drug. Body problems. What was done that was not ordered.
July 27, 1969 HCO B	ANTIBIOTICS	Remimeo Class VIII Dian Checksheet Ds of P Registrars	A pc on antibiotics should be given Dianetic auditing. Why. The auditing of unconscious persons. Post operative auditing. How to handle. The usual action -- four steps. Vitamins, saving lives. Objections to use of Dianetics.
July 27, 1969 HCO B	HIGH TA AND ERASING	Remimeo Dn Checksheet	How the TA can go high and the pc grind to not-is in Dianetics. How

to handle.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
July 29, 1969 HCO B	THE "ART" OF CASE SUPERVISION	Remimeo Dian Chksht VIII Chksht Case Supervisors	What one case supervises against. How the Case Supervisor should apply this "art". The Case Super visor action is to get the case audited as long as possible. What the sudden big wins are. How the C/S helps the org finan cially. What the C/S should be alert to. How the case should progress up to OT.
Aug 2, 1969 HCO B	"LX" LISTS	Class VIII	There are now three "LX" lists. LX3, LX2, LX1. These serve to isolate reasons a being is charged up to such an extent that he is out of valence. End phenomena. Use of lists.
Aug 2, 1969 HCO B	LX1	-	Confidential.
Aug 3, 1969 HCO B	LX2	-	Confidential.
Aug 4, 1969 HCO B	LX3	-	Confidential.
<i>Amended and revised by HCO B Nov 5 1969 Issues IV and V</i>			
Aug 9, 1969 HCO B	CASE FOLDER ANALYSIS, DIANETICS	Remimeo Class VIII Class VIII Checksheet Dian Checksheet Case Supervisors	There are only 9 things that can go wrong in a Dianetic session. The nine listed. First four are beyond view of the C/S.~ How good the C/S must be to handle. Pcs repair, out ruds, physically ill pc, special cases, health form, exterior.
Aug 9, 1969 HCO B	LX 1 (CONDITIONS)	Class VIII	Earlier issued to Class VIII auditors as a research list on Oct 5, 1968. When to use. The list.
<i>Refers to HCO B Aug 2, 1969</i>			
Aug 12, 1969 HCO B	DIANETIC CASE SUPERVISOR ACTIONS	Class VIII Dianetic Course	Class VIII Confidential. Dianetic Course
<i>Revises and updates Dec 10, 1968</i>			

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Aug 12, 1969 HCO B	DIANETIC CASE SUPERVISOR ACTIONS	Class VIII Dianetic Course	This is the Dianetic Case Supervisor section of HCO B 12 Aug 1969 "Case Supervisor Actions". Gives the basic case supervisor actions for Dianetics.
Aug 15, 1969 HCO B	FLYING RUDS	Remimeo Class VIII Chksht Case Supervisors Class VIIIs	Clarification on how to fly the 3 ruds if they read and if they don't read. The incorrect action. The correct action. Two possible actions in flying ruds. The use of the Green Form. How to handle ARC Breaks, PTPs and M W/Hs.
Aug 16, 1969 HCO B	HANDLING ILLNESS IN SCIENTOLOGY	Remimeo Class VIII Chksheet Class VIIIs Class VIII C/S Book	What sickness is. What causes restimulation to occur. Full dress parade of Scn and Dn actions which can be used. This would be called beating the illness to death. Illness should have gone before all steps complete and all would only be used in a very resistive illness.
Aug 21, 1969 HCO B	TR 104 NOTE	Dianetic Course	TR 104 has been found to be out. TRs 2, 3 and 4 have been found to be out. How these are kept in. This applies too to TR 103.
<i>Cancelled by HCO B May 20 1970</i>			
Aug 25, 1969 HCO B	DEFINITION OF ARCU CDEI	Solo Course Only	Star rated. How to handle an ARC Break or ARC Break rud. When complete. Refer to HCO B Aug 15, 1969.
<i>Extracted from HCO B Aug 6, 1968 Level III</i>			
Aug 26, 1969 HCO B	OT III CASE SUPERVISION	-	Confidential.
Aug 26, 1969 HCO B Issue II	ADD OT III C/S	-	Confidential.
Sept 2, 1969 HCO B	DIANETICS THE E-METER DEFINED	Remimeo Dianetic Course	Definition of the E-Meter. The E-Meter does not and never has diagnosed physical or mental illness. It does not and cannot heal anything and does not and has never diagnosed physical or mental illness. What the Dianetic Counsellor does.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Sept 2, 1969 HCO B Issue II	CANCELLATION OF BULLETINS	Remimeo	Cancels HCO B May 22, 1969 and HCO B June 27, 1969.
Sept 14, 1969 HCO B Issue II	LEARNING PROCESSES, EDUCATION BY EVALUATION OF IMPORTANCE	Remimeo Course Supervisors Students All Levels	How to handle education by importance and why. What education basically is. How the power of choice may be returned to a person through education.
Sept 14, 1969 HCO B Issue IV	LEARNING PROCESSES GROUP TEACHING BY DEFINITION AGREEMENT	Remimeo Course Supervisors Students All Levels	How teaching by agreement is done. How it can be used for specialist groups as well. How using this method affects the group.
Sept 14, 1969 Issue V	LEARNING PROCESSES EDUCATION BY DUPLICATION AND REPETITION	Remimeo Course Supervisors Students All Levels	Three drills as per title to in HCO B increase gradient of learning. What this results in. What the group will know.
Sept 18, 1969 HCO B	DIANETIC AUDITING AND OT III	-	Confidential.
Sept 19, 1969 HCO B	STUDY SLOWNESS HDC Students	Remimeo DAC HDC Check- sheet	The probable why of a course not progressing rapidly. What a student should do if he feels he is not making it. Results of experiment. Value of study technology. Do not let you or your class be slowed by an out policy course.
Oct 1, 1969 HCO B	CONFIDENTIAL OT III and above only	-	Confidential.
Oct 3, 1969 HCO B <i>Revision of HCO B June 5, 1969</i>	DIANETIC REMEDIES	Dianetic Course class VIII	Past life remedy and the anaten pc. High TA. Three methods in handling each using both Dianetics and Scientology. Children as cases; ways to unburden.
Oct 3, 1969 HCO B <i>Referred to by HCO B Nov 5 1969 Issue IV Cancelled by HCO B Mar 25, 1972</i>	URGENT - IMPORTANT LX 3 HANDLING OF	-	Confidential.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Oct 5, 1969 HCO B	TRIPLE FLOWS	Dn Checksheet	A being has a minimum of three flows. What they are. Single items. Sick pcs. Necessity of triples.
<i>Revised by HCO B Dec 1, 1970</i>			
Oct 5, 1969 HCO B Issue II	DIANETIC TRIPLES	Remimeo	The additional two flows of Dianetic Triples. How to use them.
<i>Revised by HCO B Dec 1, 1970 Added to by HCO B 6 May 1970</i>			
Oct 6, 1969 HCO B	TRIPLE ERRORS IN DIANETICS	Remimeo Dianetic Auditors Dn Checksheet	What to do if TA is high in running triples, if TA is high at session start after running singles. The rule. How it can be handled otherwise.
<i>Amended and replaced by HCO B Jan 3, 1970</i>			
Oct 7, 1969 HCO B	CONFIDENTIAL (OT III and above only)	-	Confidential.
Oct 8, 1969 HCO B	OT III REMEDIES (OT III and above only)	-	Confidential.
Oct 12 1969 HCO B	LDN OT III R CONFIDENTIAL (OT III and above only)	-	Confidential.
<i>Reissued by HCO B May 16 1971</i>			
Oct 12, 1969 HCO B Issue II	FORCING A PC	Remimeo Dn Checksheet	The effect of forcing a pc to go on in session. This should not be done. The correct action to take.
<i>Revision of HCO B May 11, 1969.</i>			

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Oct 12 1969 HCO B <i>Revised by HCO B Dec 1, 1970</i>	DIANETIC TRIPLES PLURAL ITEM	Remimeo All Dn Auditors	The item is to be made plural for flows 2 and 3 for Dianetic Triples. Who may audit Dianetic Triples.
Oct 13, 1969 HCO B	OT III ERRORS (Confidential OT III and above only)	-	Confidential.
Oct 13, 1969 HCO B <i>Cancelled by HCO B Mar 17, 1970</i>	CLEARING COURSE CHARGE	-	Confidential.
Oct 17, 1969 HCO B	DRUGS, ASPIRIN AND TRANQUILISERS	Remimeo Dn Checksheet Class VIII Checksheets	The actual reason why drugs, pain killers etc. work. What pain and discomfort come from. The two things the drugs etc. do and how they affect theta, mind and body. How the drugs affect these over a period of days and thus affect the value of auditing and erasure. Further data on this.
Oct 25, 1969 HCO B	CONFIDENTIAL (OT III and above only)	-	Confidential.
Nov 5, 1969 HCO B Issue I	RE: PREPCHECKS	Remimeo Class VIII	How to handle considerations about a subject. Prepcheck it. How to assess a list and prep check. If pc or pre OTs keep bringing back same subjects to sessions, the C/S should be alert to this. Example.
Nov 5, 1969 HCO B Issue II	FOLDER SUMMARY	Remimeo Class VIII Dianetic Auditors Dianetic Checksheets	Folder summary must be kept up to date whether case is being audited or off auditing. How to do the FS and where it is kept.
Nov 5, 1969 HCO B Issue III	GF TO F/N	Remimeo Class VIII	How to run GF to F/N. How to run prepchecks to F/N. Never let a cycle drop without its end phenomena.

<u>DATE</u>	<u>TITLE</u>	<u>DISTRIBUTION</u>	<u>SUMMARY OF CONTENTS</u>
Nov 23, 1969 HCO B Issue III	STUDENT RESCUE INTENSIVE	Class VIII Class VIII Checksheet Course Supervisors Registrars Dianetic Checksheet Dianetic Auditors	Observations sent to LRH by OJ Roos about study and its effects on students. LRH developed Class VIII C/S which can be audited by a Class III. Dianetic Study Intensive, promoting Study Intensive.
<i>Amended by HCO B Aug 9, 1970</i>			
Dec 2, 1969 HCO B	RISING TA	Remimeo Dn Checksheet Class VIIIs Class VIII Chkshrt	TA starting to rise after two runs through on R3R indicates earlier incident or earlier beginning. How to handle this. Exception is low TA.
Dec 3, 1969 HCO B	"SOLO AUDITING FROM THE CLEARING COURSE ONWARDS"	Class VIII Level VI SHSBC R6 EW Solo Course	Pregnant women may not audit Solo from CC upwards till the baby is born.
Dec 11, 1969 HCO B	DIANETICS ILLUSTRATIONS	Remimeo Dn Checksheet Class VIIIs Qual Secs Tech Secs	The use of the illustrations in relation to HCO B April 23, 1969. The illustrations.
Dec 21, 1969 HCO B	SOLO AUDITING AND R6 EW	OTL DK to issue to all SHs and AOs Ltr Regs Hats Tech Sec OES To Master Files WW	Cancels Base Order No. 7 which removed HDC as a pre-requisite of R6 EW Solo. LRH earlier order of HDC material to go on Solo (R6 EW) checksheet misinterpreted. Solo course breaks down into 6 requisites. These listed and laid out.