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# Name: Org: \_\_

## **About this booklet:**

The Scientology® religion is the fastest-growing religion in the world today with millions of members and more than 600 service organizations, missions and Scientology groups in countries all over the world.

This booklet contains information about the Scientology religion that is vital for you to know. It describes the corporate structure of Scientology organizations. It also explains how this structure is indispensable to keeping Scientology working.

All the activities of the Scientology religion are carried out within or through corporations.\* They are the stable legal foundation from which the organizations are able to hold their position in space in society and thus expand.

As many of the words used in this booklet may be new to you, definitions have been given on page 24.

If you have any questions about the information contained herein, write to:

President, Church of Scientology International 6331 Hollywood Boulevard, Suite 1200 Los Angeles, California 90028 USA





"Our growth depends on our staying out of trouble, getting our lines in and keeping corporate structure straight. And understanding these separate identities or titles and functions and using them."

L. Ron Hubbard LRH Relationships to Orgs, HCO PL 4 Jan 1966, Issue IV

### The Corporations of Scientology

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# The Corporations of CIENTOLOGY

he Scientology religion consists of hundreds of separately incorporated religious, nonprofit corporations,\* legally established and operating throughout the world.

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A sound corporate structure is the first legal basic an organization should have in order to function and expand. Legal incorporation\* is the first rudiment of any Scientology organization.

Because corporate form is basic to the existence of the organization, it is important that every staff member learn what this subject is about and how the Scientology religion is structured.

L. Ron Hubbard said in HCO PL of 6 Nov AD 14 CORPORATE STATUS:

"We cannot go into this boom with indefinite corporate structures. This point, if weak, would shortly mess us up. We must have our structure strong organizationally . . ."

Corporations are fairly easy to comprehend when one understands the basics. In order to understand what a corporation is, it is worthwhile to look briefly at the derivation of the word. The word corporation is derived from the Latin word CORPUS which means "body." All organizations, including Management Organizations, contained within the Scientology religion are normally housed within their own separate religious, nonprofit corporations. These corporations facilitate the operations of the Scientology organizations. Nonprofit does not mean a corporation does not charge for its services. For example, most universities are educational nonprofit corporations and they charge money for tuition. Scientology organizations are nonprofit corporations and this means that the money received by the corporation is used exclusively for the corporation's religious or charitable purposes.

Having a corporation facilitates a church<sup>\*</sup> organization being able to sign a contract, rent a building, have a phone installed or open a bank account, etc. A corporation, however, can only act through individuals. Therefore, a corporation must have legally assigned individuals who are responsible for these activities and who carry them out.

Each individual corporation is responsible for its own actions. No corporation within the hierarchy\* of the Scientology religion may be held legally responsible for the acts of another corporation. Each is separately and legally constituted. Each and every Scientology corporation is bound legally to abide by the Scientology scriptures\* in their operations by their own legal constitutions — called articles of incorporation\* and bylaws.\*

### Corporate Officials And Responsibility

A corporation has several posts of which, the names vary depending on local law, the most common are: trustee,\* director\* and officer.\*

The trustees' (also called "voting members" in many countries) function is to elect the directors. In the United States the directors in turn elect the officers. In the rest of the world there are no officers, but only directors whose functions entail those of both directors and officers.

The board of directors normally consists of 3 people. The main duties of directors, where they exist separately from officers, is to elect the offi-

"We cannot go into this boom with indefinite corporate structures. This point, if weak, would shortly mess us up. We must have our structure strong organizationally..." LRH HCO PL of 6 Nov AD 14

CORPORATE STATUS

cers and to ratify all major planning of the organization. The duties of the officers consist of running the day to day functions of the organization. There are usually 3 officers in each corporation: a president, treasurer, and secretary. The officers have corporate duties that align with these titles. The duties of the officers of a corporation roughly align to the duties of the organization's Commanding Officer (CO) or Executive Director (ED), Flag Banking Officer (FBO) and Director of Special Affairs (DSA). Therefore the people on these org posts also hold either the director or officer hats in a corporation.

The directors and officers of all Scientology corporations are completely responsible both legally and ecclesiastically\* for the successful operation of the corporation. These officials are responsible for ensuring that every legal requirement that the corporation must meet is met.

Each Scientology organization is normally a separate corporation, although in some countries due to local law, a single corporation will house several organizations in which case the senior organization's CO, FBO and DSA hold the director or officer posts.

Set forth in the following pages is more detailed information about the corporations in the international ecclesiastical hierarchy.



# Religious Technology Center

R eligious Technology Center (RTC) is a religious, nonprofit corporation formed with the approval of L. Ron Hubbard to be the protector of the Scientology religion and to maintain the purity and ethical use of the philosophy and technology of the religion, including the services rendered under the many trademarks\* and service marks\* of the Scientology religion. Religious Technology Center is responsible for ensuring that the nature and quality of all services and products that are associated with the marks are in accordance with policy.

Religious Technology Center owns all the marks of the religion. These marks were gifted to Religious Technology Center by L. Ron Hubbard on 16 May 1982.

In Ron's Journal 38, L. Ron Hubbard stated:

"As you may know, a long time ago I made a free gift of all trademarks of Dianetics\* and Scientology to an independent nonprofit corporation. This was the Religious Technology Center. I no longer own these marks. And RTC controls the licensing and use of all trademarks." In order to carry out its task, Religious Technology Center has registered\* and maintained\* as trademarks the many words and symbols of the religion with the appropriate government agencies in countries all over the world. This means that these marks are now officially recognized under the law of these countries. Any use of these marks without permission from Religious Technology Center is illegal and punishable by law.

In accordance with the rights granted by L. Ron Hubbard, Religious Technology Center has given a trademark license,\* which is legal permission to use the marks, to Church of Scientology International (CSI). Religious Technology Center has also given Church of Scientology International the right and responsibility to license all the organizations of the religion of Scientology that use the marks. Without written authority to use the marks from CSI, with approval from RTC, an organization cannot legally use the marks and thus is not a Scientology organization.



"A syou may know, a long time ago I made a free gift of all trademarks of Dianetics and Scientology to an independent nonprofit corporation. This was the Religious Technology Center. I no longer own these marks. And RTC controls the licensing and use of all trademarks."



L. Ron Hubbard Ron's Journal 38, Today and Tomorrow: THE PROOF



# Church of Scientology International

 hurch of Scientology International (CSI) is a religious, nonprofit corporation. It is the Mother Church\* of the Scientology religion.

Church of Scientology International is the corporation which houses International Management. Organizations that are part of International Management are the Watchdog Committee, Commodore's Messenger Organization International, Senior Executive Strata, the International Finance Office, the International Network of Computer Organized Management, which runs the Central Computer Bank, and Golden Era Productions', which is the international dissemination center of the Scientology religion.

Church of Scientology International also includes the Flag Bureaux and the highest offices of the LRH<sup>™</sup> Communicator network, the Flag Representative network, the Flag Finance Office and the Office of Special Affairs.

"There is at this time brand new corporate structure in International Management. Hard, experienced hands now newly have the helm."

> L. Ron Hubbard The Make-Break Point of an Org LRH ED 339R-1 INT 10 OCT 82





## Flag Ship Service Organization

hurch of Scientology Flag Ship Service Organization, located aboard the ship, Freewinds", is incorporated as a religious, nonprofit organization. This is purely a delivery organization and is not part of management. This service organization is the only organization in the world entrusted to deliver the highest auditing level available on The Bridge<sup>®</sup> to Total Freedom, New OT<sup>®</sup> VIII — Truth Revealed".





## **Flag Service Organization**

hurch of Scientology Flag Service Organization, Inc. is a religious, nonprofit corporation. This corporation houses the Flag Service Organization which is the service organization that delivers the highest training levels available on the planet. The Flag Service Organization is purely a delivery organization and is not part of management. This organization also delivers the highest auditing levels (except New OT VIII) of any org on the planet. The Flag Service Organization is known as "the Mecca of technical perfection."

This corporation also houses the Flag Crew Organization which is the organization that operates and maintains the facilities at the Flag Land Base for the accommodation of staff and parishioners.





## Celebrity Centre International

elebrity Centre International is housed in a religious, nonprofit corporation, the Church of Scientology Celebrity Centre International. This is both a service organization dedicated to servicing celebrities and a management organization which heads up the network of Church of Scientology Celebrity Centres around the world each of which are separately incorporated, religious, nonprofit corporations.



### The Corporations of Scientology



## **Scientology Organizations**

- Church of Scientology Service Organizations
- Flag Operations Liaison Offices
- Commodore's Messenger Organizations Continental

he intention of all management activities is to help accomplish the purpose of expanding organizations which FREE PEOPLE. That is the ONLY reason orgs, units, and management exist. ALL service organizations have the purpose of making L. Ron Hubbard's technology known and delivering it to the public, with the ultimate goal of clearing this planet and accomplishing the aims of Scientology which call for creating a "civilization without insanity, without criminals and without war, where the able can prosper and honest beings can have rights, and where man is free to rise to greater heights ..." (L. Ron Hubbard).

continued

### Scientology Organizations continued

All Church of Scientology service organizations (Advanced Organizations, Saint Hills and all Class IV organizations) around the world are housed in separate corporations. There are well over one hundred such corporations currently in existence. Each is controlled and run by its own corporate officials.

Scientology organizations expand their reach by setting up numerous city offices, gung ho groups, and field auditor groups in their areas to disseminate and deliver Scientology services.

Flag Operations Liaison Offices\* and the Commodore's Messenger Organization\* in each Continental area are housed within the same corporation as their nearest major service organization. This corporate arrangement exists because experience has shown the quality of management is best reflected in the statistics of its nearest major org. For example, in New York, the nearest major service organization to the Flag Operations Liaison Office East US is the New York Organization. The Flag Operations Liaison Office, the Commodore's Messenger Organization Unit, and the New York Organization are all housed within the religious, nonprofit corporation called Church of Scientology of New York.



## International Hubbard Ecclesiastical League of Pastors

nternational Hubbard Ecclesiastical League of Pastors (I HELP<sup>\*\*</sup>) is a religious, nonprofit corporation. It ensures the standard application of L. Ron Hubbard's technology by field auditors and individual ministers in the field all over the world.



## Scientology Missions International

S cientology Missions International is housed in the religious, nonprofit corporation of the same name, Scientology Missions International. Scientology Missions International is the Mother Church for Missions. This management organization is fully responsible for establishing new missions and for keeping all missions in-ethics, in-tech, and on policy.





## World Institute of Scientology Enterprises

he World Institute of Scientology Enterprises (WISE<sup>\*\*</sup>) International is a religious, nonprofit corporation. This management organization is responsible for seeing that L. Ron Hubbard's Administrative Technology is made known, gotten into use and standardly delivered to the business world.





## Association for Better Living and Education

ssociation for Better Living and Education International is housed in a nonprofit corporation, the Association for Better Living and Education (ABLE). It was formed to forward social reform activities.

ABLE consults and assists separately incorporated independent secular nonprofit organizations operating in accordance with the writings of L. Ron Hubbard in the fields of drug rehabilitation, education, rehabilitation of criminals, and other areas of social betterment. These non-Scientology corporations include Narconon<sup>®</sup> International, Applied Scholastics<sup>™</sup> International, The Way To Happiness Foundation, and Criminon<sup>™</sup>.

ABLE owns certain trademarks (such as "Narconon" and "Applied Scholastics") and licenses these marks to the various social reform groups for use in their social betterment activities.



New Era Publications International and Bridge Publications, Inc. are very large international publishing companies. They manufacture, print and distribute L. Ron Hubbard's books and materials around the world. Although they are not churches, they deserve special mention in this booklet due to their importance in getting Scientology materials into the hands of the public.



## **New Era Publications**

ew Era Publications International is a publishing company incorporated in Denmark. It is responsible for the publication, distribution and sales of L. Ron Hubbard's books and tapes as well as many other dissemination materials of Dianetics and Scientology. It is responsible for selling these materials to orgs and missions around the world except for the United States and Canada. It also distributes and sells Scientology and Dianetics books and bestselling fiction works of L. Ron Hubbard to the book trade and public bookstores internationally.



## **Bridge Publications, Inc.**

Republications, Inc. is a publishing company incorporated in California. It is responsible for the publication, distribution and sales of L. Ron Hubbard's books and tapes as well as many other dissemination materials of Dianetics and Scientology. It sells these materials to orgs and missions in the United States and Canada. It also distributes and sells Scientology and Dianetics books and bestselling fiction works of L. Ron Hubbard to the book trade and public bookstores in both of these countries.



## Summary

Il Scientology organizations are housed within legal bodies called corporations. This gives them a legal identity which they need to have to operate within society. The Scientology religion is comprised for the most part of individual corporations, separate and distinct from one another, which are fully legally responsible for their own actions. These corporations have their own board of directors, and in some cases separate officers, who see to it that the corporation is viable, that it standardly delivers Scientology religious technology, and that it meets all of its legal obligations.

Each is legally bound to abide by the Scientology scriptures in their operations thus ensuring they are keeping Scientology working for one and all.

All staff in every mission and org play a vital role in ensuring that the integrity of their corporation is of the highest standard at all times. This is achieved by the unreasonable application of the Dianetics and Scientology technologies.

"Each staff member is responsible for the organization itself. For its physical appearance — its personnel — its performance. It cannot properly perform unless each staff member makes it do so." LRH

(HCOPL 25 April 1963, Corrected and Reissued 6 October 1985, Duties of a Staff Member)





## Organization Rudiments by L. Ron Hubbard

(This HCOPL was originally written by LRH in 1961. It was later revised to include LRH data on staff getting run on Objective Processes but when that was done non-LRH data was entered into the issue. This revision removes the off-Source additions and fully updates the policy letter. Revisions in script.) Include: Duties of the HCO Area Sec.

The handling of an org begins with simplicity and ends with complexity from additives none know about but the adders or omissions none ever noticed were now gone.

For some time, I have been advocating that you get one piece of organizational data in before you do another. This has been a very rewarding action. Orgs have become better off at once by doing this.

Therefore, let's call it "Rudiments of an Org" and have the HCO Area Sec get them in one at a time all the while the Executive Director is keeping things running.

While orgs are not cases, they sometimes act aberrated. This is never from unwilling staff in my opinion. It is always from uninformed staff, untrained staff, disorganized staff.

Therefore, to make an organization whizz, while keeping it running, you don't try to get everything straight at once. You get in one simple thing. Then you get in another.

An org is composed of two factors. These are technical and administration. These must never get out of balance, in either personnel numbers or programs. Therefore, when getting in org rudiments, you always get one in in tech and one in in admin at the same time. Do rudiments in order. Get one in before going on to the next.

#### **RUDIMENT 1**

<u>ADMIN</u>: Be sure the organization is properly registered and is *lawfully licensed by Church of Scientology International and Religious Technology Center*. Be sure key posts are covered even if doubled. Make sure there is an Executive Director on post doing Exec Dir work of running the org, a Registrar, a Letter Registrar, somebody handling Div 6 public, somebody on Accounts, somebody answering the phone, somebody receiving and mailing the mail, somebody selling books, and that the persons on these posts are doing these jobs.

Do up the org board properly and truly.

Make sure that quarters exist adequate to need, that bank accounts exist in proper order and that records of income and disbursement are being kept.

Be sure the standard unit system is in force without large sums going out on fixed pay or unjust favoritisms.

<u>TECH</u>: Be sure that there is an Academy in the hands of a person who knows his Scientology and that there is an HGC in the hands of somebody who can crack cases and that staff auditors exist who can audit.

The extent of action of this rudiment is to get basic legal, basic posts, basic quarters entirely covered, a condition which may deteriorate at other times than at an org's beginning. So cover all these points by careful review each time this rudiment is done.

Incidentally, make sure there are no new departments or posts which are contrary to the seven division system.

#### **RUDIMENT 2**

<u>ADMIN</u>: Get the personnel busy. We don't care at what, but really rip up people who stand around talking and who burn up the staff's units with no production.

Get staff meeting reorganized and going.

Hold a staff meeting, explain unit system and how nobody can afford idle hands. The way to raise the unit is to get busy. New wild ideas won't work. It's getting busy on the existing ideas that raise the unit. The org makes as much as it can deliver service and no more.

#### HCO PL ORGANIZATION RUDIMENTS continued

Find out who thinks they are overworked and underpaid and find out what they've done on their jobs the past week.

Raise a storm and get people busy.

TECH: Get the Supervisors training and the auditors auditing. We don't care how at this stage. Just get them busy doing technical actions flat out. We don't care how, but get pcs being audited so they're better and students trained so they can audit.

#### **RUDIMENT 3**

<u>ADMIN</u>: Get the current *org board* hat checked on everybody including all executive, admin and tech staff and the janitor. Get everyone to pass it from Executive Director to cat on all departments until every person knows the functions and actions of <u>all</u> departments. Then they see what's supposed to be happening.

<u>TECH</u>: Get all trained Scientologists checked over on operating an E-Meter until there isn't anybody present who hasn't passed <u>E-Meter Essentials</u> 100% perfect and can actually run a pc on a meter without goofs of any kind.

#### **RUDIMENT 4**

<u>ADMIN</u>: Check out the Letter Registrar and all address and mailing personnel on their jobs, making up any non-existent hats from old files and get all the addresses you can that would mean <u>anything</u> into action and get them personally getting written to as a steady high volume program.

<u>TECH</u>: Get all Scientologists into line on *Confessional* procedure until they never goof a withhold on anyone.

#### **RUDIMENT 5**

<u>ADMIN</u>: Get the Registrar and Reception hats made up and checked out and the body lines of students and pcs really straight and working. <u>TECH</u>: Get D of T, *Tech Sec*, *Qual Sec*, *Ethics Officer* 

and all Supervisors hat checked on HCOPL 30 Oct 78R, COURSES — THEIR IDEAL SCENE and HCOPL 16 Mar 71R, WHAT IS A COURSE? and make sure the Academy is running to train students, not to burn time. Get Academy 8-C tough and sharp and training pressure up. When the students' tongues are hanging out and their foreheads bead with sweat and they're really learning, this rud is in.

#### **RUDIMENT 6**

ADMIN: Get Accounts hats on and collections straightened up and to date.

TECH: Hat check the C/S, D of P and any other staff in Tech or Qual on HCOB 5 Mar 71, C/S Series 25, THE FANTASTIC NEW HGC LINE; HCOB 25 Aug 71, C/S Series 56, HOW TO GET RESULTS IN AN HGC and HCOB 1 Sept 71 1, C/S Series 57, A C/S AS A TRAIN- ING OFFICER, A PROGRAM FOR FLUBLESS AUDI-TING and get them functioning on them.

#### **RUDIMENT 7**

<u>ADMIN</u>: Get Confessionals done on all personnel, regardless of whether they've been checked before. Use HCOPL 18 Sept 61R, HCO WW SECURITY FORM 7B.

<u>TECH</u>: *Get Confessionals done* on all personnel, regardless of whether they've been checked before. Use HCOPL 18 Sept 61R, HCO WW SECURITY FORM 7B.

#### **RUDIMENT 8**

<u>ADMIN</u>: Get *the* Estates Manager hat assembled and checked and get building(s) clean, his personnel straightened out and odd jobs unfinished ended or re-started.

Check up on any new quarters or plans and status of buildings regarding mortgages, etc. <u>TECH</u>: Get the Hatting Officer and SSO hat checked and operating on HCOPL 23 Jul 72RA, Esto Series 23RA, THE VITAL NECESSITY OF HATTING, with staff through their basic hatting actions and programed for and onto Objective Processes, Reach and Withdraw, 8-C and S-C-S under the direction of the SSO. Get the staff co-audit in hand and Staff Staff Auditors well hatted and operating and the C/S reviewing staff cases to be sure of progress. Check, by this progress, that no patty-cake tacit consent is occurring in view of fact execs choose their own auditors.

#### **RUDIMENT 9**

<u>ADMIN</u>: Get magazine in hand and outflowing to all available lists, on schedule, straighten up such lists and improve means to acquire more names.

Check over comm centers and see that all persons in org have proper comm baskets. Check up on HCO hats and comm system.

Get report lines to Flag straightened up. <u>TECH</u>: Get all staff auditors and Supervisors hat checked on all Tech bulletins that apply to their jobs.

#### **RUDIMENT 10**

<u>ADMIN</u>: Get *the Public Divisions' executives* and Supervisors hat checked on public *courses'* admin, schedules, advertising, etc.

<u>TECH</u>: Get the Success Through Communication and HQS courses delivered per the instructions given in their course booklets, Public Division courses and co-audits running in line with the standard service routes for new public and these Supervisors hat checked on technical material as it applies to their actions as contained in HCOBs, Policy Letters and the Supervisor instructions given in Dept 17 course booklets.

#### **RUDIMENT 11**

<u>ADMIN</u>: Get Executive Director hat checked on all applicable policy, his comm system, quarters and lines straight, get any personal personnel he has hat

checked. Get his OIC board going or up-to-date and gone over with him.

Check up on org legal matters and position.

Check up org personnel procurement and records. <u>TECH</u>: Get Extension Course I/C hat checked on his or her post, books and answers and his or her technical accuracy of reply to Extension Course students checked.

### **RUDIMENT 12**

<u>ADMIN</u>: Get book sales going in reception and through mails, book supplies adjusted and planned out.

<u>TECH</u>: Get all Scientologists on staff checked over on where they stand in classification. Get them working toward or examined for next classification or reviewing developments in their current classification. Go over their needed items on their own classification *checksheets* with them to get them to studying.

### **RUDIMENT 13**

<u>ADMIN</u>: Go over CF thoroughly and get it in hand and CF in-charge hat checked. Check over and get straight memberships and certification. Check up on Dept 13, Dept of Validity.

<u>TECH</u>: Go over HGC or Public *Div* testing or both and hat check all personnel and review their body traffic lines and testing records.

#### **RUDIMENT 14**

<u>ADMIN</u>: Go over accounts disbursement system and hat check personnel and review policy letters with them and inspect accounts. Check up on *org* accounts and *payments to Flag*.

<u>TECH</u>: Step in on HGC admin and interview HGC pcs to establish their attitude toward HGC so any faults can be corrected in technical service.

### **RUDIMENT 15**

<u>ADMIN</u>: Arrange tape plays, film showings, co-audits, open houses, events and other services in the Public Divisions to keep the field active.

Hat check all additional personnel and units not reached in these rudiments and get their hats and jobs in order.

<u>TECH</u>: Interview Academy students to see that they are actually learning something worthwhile. Examine two or three at random, talk to many. Try to shorten up their length of time on course and extend their knowledge, reversing any tendency to lengthen time on course and shorten knowledge.

#### **RUDIMENT 16**

<u>ADMIN</u>: Straighten out *Ad Comm and* Ad Council, read to *them* the *policy letters* creating *Ad Comms and* Ad Councils, get *them* effective in advising. Straighten out any misconceptions of *their* position or abuse of *their* functions. <u>TECH</u>: Hold several nightly meetings of all Scientologists in org and straighten up any difficulty they may be having with current rundown. Answer their questions by referral to HCOBs or tapes. Set up routine study of materials.

### **RUDIMENT 17**

<u>ADMIN</u>: Get HCOB and Policy Letter files up-todate. Be sure tapes are available where needed and tape library well cared for. Examine Field Auditor relations with org and take up their correspondence with *the Public Divisions* and straighten out any difficulties with them.

Check up on any special programs.

Check up on ethics problems.

<u>TECH</u>: Look over quality of auditing in field and attempt to get weak spots retreaded at Academy or audited at HGC. Enforce policies on uses of processes.

From here on review the org as a whole for a week or two, not more.

Then do all rudiments again, checking on them in the above sequence, finding if they're <u>out</u> and in the above sequence getting them in.

If all these rudiments stay in, an org will prosper.

It may take 34 weeks to get them all in the first time, 20 weeks the second time, 10 weeks the third time, etc., until they can be done easily in a month.

Naturally, all this time personnel *are* coming and going and transferring and one has to get them on the job when they get on the job. But all this is routine org running and has nothing to do with rudiments. One has one's job and the org is the org and then there are rudiments to get in. And, as in any session, if they do go <u>out</u> by reason of transferred personnel or ineffectiveness, the thing to do is get them in in an orderly sequence, not drive the whole org mad with a turmoil of doing it all at once. Rudiments <u>will</u> go in. And units <u>will</u> come up by that reason alone.

BUT don't ever <u>leave</u> a rudiment until it's <u>IN</u>. That's good auditing and good organization.

And each time you get a rud in, include it in the Org Rudiments Report to management saying how it was and is.

I strongly advocate this program. These are exactly the things I would do if I were right there daily. And you'd see things hum. So my secretary on the ground can do it for me. It would be a real help. And if continued and kept on with over and over, how could you lose?

> L. RON HUBBARD HCO Policy Letter of 11 December 1961RB. Revised 16 March 1989.

## Definitions

Articles of Incorporation: The document that creates a corporation which is filed with the appropriate governmental office. The articles are the organization's constitution describing the purpose and powers of the corporation. In all Scientology corporations, the articles of incorporation legally bind the organization to abide by the Scientology scriptures.

**Bylaws:** The regulations, rules and laws adopted by a corporation for governing its affairs. The Bylaws, like the articles of incorporation, legally bind all Scientology corporations to abide by the Scientology scriptures and establish the qualifications and responsibilities for the corporate officials.

**Church:** A particular group of people who have the same beliefs and forms of worship; congregation; an organization for religious purposes.

**Commodore's Messenger Organization:** That organization which oversees the activities of the management organizations. There is a Commodore's Messenger Organization located next to each continental management organization.

**Corporation:** A corporation is a legal entity that is recognized by law as being separate and distinct from its members and corporate officials. As a separate legal entity, a corporation has its own set of legal rights, privileges, liabilities and obligations as if it were an individual person. When a corporation performs an act, the corporation is responsible for all resulting benefits or obligations.

**Directors:** Corporate officials who, in some countries, elect and oversee the officers who in turn manage the business affairs of the corporation. The directors, acting together, are collectively referred to as the Board of Directors. In some countries, the Church posts and duties of Executive Director, FBO and Director of Special Affairs align to the duties of the Directors of a corporation and therefore the individuals on these posts hold the corporate positions of Directors in Scientology organization corporations. This achieves the alignment of the corporate structure and positions with the Command Channels.

Ecclesiastical: Pertaining to anything belonging to, set apart for, or having to do with a church, as distinguished from "civil" and "secular," which mean with regard to the world or worldly affairs. In a Scientology organization, the organizing board is ecclesiastical; it is not legal or corporate. LRH policies, technical bulletins, books and tapes are the ecclesiastical scriptures used by the Scientology religion.

Flag Operations Liaison Office: Part of the ecclesiastical body known as the Continental Liaison Office. FOLOs are the link between management to the Class IV, St. Hill and Advanced Organizations. FOLOs are the execution arms of the Flag Bureaux and ensure that the organizations under their authority are put there and are managed.

**Hierarchy:** The body of officials of any church; considered as forming an ascending series of ranks or degrees of power and authority; church government.

**Incorporate:** To form into a legally organized group that acts as one individual; to form into a corporation.

License: A grant, usually in written form, by the owner of rights (such as a trademark right) to another person to exercise such rights.

**Maintain:** To keep in existence or continuance. In regards to trademarks, this concerns keeping the existing trademark registrations preserved, by getting the marks used adequately and having the marks properly licensed.

Mother Church: A church from which other churches have originated or from which they derive their authority. In the Scientology religion, Church of Scientology International is the Mother Church and exercises ecclesiastical authority over all Churches and Missions of the religion.

**Nonprofit corporation:** A nonprofit corporation is usually formed to benefit society, such as a church, school or charitable organization. In many parts of the world, the term "corporation" is only used to describe a business. In these places, groups which have formed distinct legal entities for nonprofit purposes are known as associations.

Officers: Persons holding an office of trust, command or authority in a corporation, government, armed service, or other institution or organization. In some countries, an officer of a Scientology corporation is a person charged with handling the day-to-day activities of the corporation. In most corporations there is a President, a Treasurer and a Secretary. The Officers carry out the orders of the Board of Directors.

**Register:** To formally accept and record officially a word, name, symbol, device or any combination thereof as a trademark.

**Religious, nonprofit corporation:** A nonprofit corporation that is formed primarily or exclusively for religious purposes. Scientology organizations are religious, nonprofit corporations. Some countries use the word "association" instead of "corporation."

**Service mark:** A type of trademark used to distinguish and identify a service delivered by an organization, as opposed to a mest product.

Scriptures: In the Scientology religion, the scriptures are all the spoken and written words of L. Ron Hubbard. The scriptures include millions of written words contained in books, films, various forms of issues, and writings and several thousand tape recorded lectures.

Trademark: A trademark, often simply called a "mark," is a word (or a collection of words) and/or a symbol used to identify the services or materials of an organization. The marks of the Scientology religion identify the services and materials delivered and used by the Scientology organizations around the world.

The purpose and function of a mark is to ensure the standardness of the services and goods and distinguish them from those created, or delivered by others. The trademarks of the Scientology religion guarantee the purity of the religion.

**Trustees:** In a Scientology nonprofit corporation, the function of the Trustees is to elect or replace the directors.

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full reorganization A of corporate status of all Scientology Churches and corporations was successfully concluded a year ago and is now in full effect with all corporate functions, status and boundaries, legally and completely in force. This legally blocks and prevents further takeover, attacks, false suits and power pushes."



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