

## **WELCOME TO THE MANAPAKKAM ASHRAM**

All abhyasis must register with the Ashram Office on arrival. Bring your abhyasi I.D Card and letter of permission from your centre -in-charge. You may be denied permission to enter the ashram if you do not have either or both of the above.

You will receive a Registration Slip, which you will need to show to pick up lunch and dinner coupons every day, for admission to the dormitories, and to pick up bedding rolls. Please return the Registration Slip to the Office before you finally leave the Ashram.

Duration of stay in the Ashram

Your period of stay in the Ashram will be as approved on your Registration Slip. Ordinarily, no extensions will be granted beyond this period.

Abhyasis from overseas centres must arrange to leave India before the expiry date on their visa. **Extension of visa at Chennai is not possible since the local government authorities are no longer authorized to give such extensions.**

On arrival, please give the Registration Desk a copy of the first page of your passport as also the page containing your visa.

You are required to wear your Identity Card **or Mission's Badge when you are inside the Ashram.**

Page 1 of 3

### Satsangh

Satsanghs are held daily at 6.30 am and 5.00 p.m on weekdays. When Rev. Master is in Chennai, there is an additional satsangh at 9.00 am. When Rev. Master is in the Ashram, satsangh timings may vary - please wait for the bell !

On Sundays, satsangh timings are as follows: 6.30 am, 9.00 am and 4.30 pm.

### Individual Sittings

Individual sittings may be taken three to four hours after a group sitting. For abhyasis who are regular with their practice, an individual sitting is recommended once every 15 days.

Individual sittings are usually conducted in the hall below the meditation hall. Arrange your sitting with a preceptor in advance – please contact the Ashram Office for assistance, if required.

### Bells

2 bells: Meditation starts in 15 minutes.

3 bells: - Wake up (5:30 am)

- Lunch (usually at 12:30 pm)

- Dinner (usually at 7:30 pm)

- Lights out ( 9:30 pm)

### Facilities

#### ➤ Water:

During the summer, drink plenty of water adding electrolytes such as Electral, available at local pharmacies, if needed. All drinking water at the ashram has been treated and is safe for drinking.

***WATER IS A SCARCE RESOURCE, AND IT IS THEREFORE IMPORTANT THAT IT BE USED JUDICIOUSLY. IF RESTRICTIONS ARE POSTED, PLEASE COOPERATE.***

#### ➤ Sanitation

Toilet paper and sanitary products must not be flushed down the toilets, as they will clog the drainage system. Please use the receptacles provided. Put all garbage in the containers provided all around the ashram.

#### ➤ Doctors

Doctors are available on weekdays at the ashram's Medical Centre between 10.00 am and 12.30 pm, and 6.00 pm and 7.00 pm.

On Sundays, the Medical Centre is open from 10:30 am to 12:30 pm

#### ➤ Pharmacy

Public pharmacies are located within walking distance from the ashram. Homoeopathic medicines are also available at the ashram.

During big celebrations, most over-the-counter medicines are available at the medical counter .

#### ➤ Food

As per Babuji Maharaj's wishes, simple food is served at meal times in the Dining Hall. Those who want to have a wider range are welcome to use the Cafeteria.

➤ Bedding

Mattresses, sheets, pillows and mosquito nets are available on rent at the Bedding Counter. During celebrations, you can purchase new mattresses and mosquito nets there as well. Rates are posted at the Bedding Counter.

➤ Laundry

In order to conserve water, please avoid doing laundry at the ashram. During celebrations, an outside laundry service is normally available at a counter in the ashram.

➤ Telephone and fax

Telephone calls can be made at the STD/ISD booth located a few hundred feet outside the main gate, to the right. A pay phone is located at the Ashram Office. During celebrations, an STD/ISD booth is available inside the ashram premises.

➤ Mail– Postal Facilities

Aerogrammes and stamps can be purchased at the Bedding Counter. A mailbox is located just outside the main gate, to the left. Incoming personal mail can be picked up from the Ashram Office.

➤ Valuables

**It is advisable to keep passports, tickets, money and other valuables in the locker facility available in all four dormitories, and provided at a nominal fee. You may access your valuables at any time.**

**Keep your luggage locked at all times. Numbered tags are issued for all luggage kept inside the dormitories. The tags are to be surrendered to the security staff at the end of your stay.**

➤ Cafeteria

The cafeteria, under the water tower, provides Indian snacks, ice creams, sandwiches, tea, coffee, cool drinks and mineral water all year long. The cafeteria is normally open from 6:00 am. to 2:00 pm and from 3:30 pm to 9:00 pm. It usually remains closed during group satsangh.

➤ Bookshop

A bookshop is available inside the ashram, where Mission books, periodicals, abhyasi diaries, photographs, audiotapes and videotapes are available for purchase. It is open from 9.00 am to 1.00 pm, and from 2.00 pm to 5.00 pm.

➤ Library

The Ashram library has a small collection of books and publications on Sahaj Marg and other subjects. Books may not be borrowed. Abhyasis may use the reading room in the library. The library is open from 10:30 am to 12:30 am, 2:30 pm to 4: 30 pm and from 6:30 pm to 7:30 pm.

➤ Dress

Abhyasis are expected to be modestly dressed at all times. This means being presentable, clean and comfortable.

For men, bare upper torso is discouraged, except when working. Shorts (to the knees) are acceptable.

For women, dresses should be well below the knees. Avoid tight clothing, low cut tops (scarves may be worn), bare midriffs (except for saris), shorts and see-through material. Loose fitting and light cotton clothing, is cooler and more comfortable.

➤ Voluntary work

**Abhyasis wishing to participate fully in life in the ashram may work a few hours a day. Many different tasks can be undertaken (washing dishes, kitchen duties, minding children, garden work, security duty etc.,). Tasks are posted every morning at the Registration Desk.**

➤ Indoor Games This is being relocated to another area within the ashram. The work is expected to be completed by early 2003.

➤ Playgrounds

To the west of Master's cottage, a small playground welcomes the toddlers with seesaws and toboggans.

Behind the indoor game room, you will find a playground for children above 5 years old. There are seesaws, toboggans, balance bridges, monkey bars etc.,

For older children and adults, cricket, basketball, and volleyball are also available.

➤ The children's corner

Apart from the play areas, children also meet every Sunday morning at the dining hall for various activities.

➤ Transportation

If you need to go into town, auto-rickshaws are usually stationed outside the main gate of the ashram. Fix up the price of your trip with the driver before leaving the place and ask for help from your local brothers and sisters.

➤ Donations

Abhyasis who wish to make a donation should contact the Ashram Office. Abhyasis from overseas centres should contact the Ashram Manager for assistance.

Use of the Meditation Hall

**The Meditation Hall is to be used for group meditation only. Sleeping is not permitted in the Meditation Hall. Individual sittings are to be conducted in the hall below the Meditation Hall. Please observe silence at all times. Children are not permitted in the Meditation Hall except during cultural functions.**

➤ General

- No alcohol or drugs are allowed in the ashram. Smoking is prohibited inside the ashram.
- Please be seated in the meditation hall at least 15 minutes before satsangh. Remain seated until the program is finished.
- Chairs are available in the hall, for those who require them.

- Be silent when close to abhyasis receiving individual sitting.
- An alert posture (back erect) is recommended during meditation.
- Make sure you take your own sandals, as many look alike. Consider marking them to make them easier to spot.
- Turn lights and fans off when not in use.
- Garden of Hearts is a block of private apartments. Visiting abhyasis are therefore requested to use the **ashram** facilities and accommodation only.
- Master's office, garden and cottage are to be treated as private areas. Abhyasis will be contacted when Master wishes to see them.
- **THE MAIN GATES ARE CLOSED AT 9:30 P.M. ALL RESIDENTS AND VISITING ABHYASIS ARE EXPECTED TO BE IN THE ASHRAM BY THAT TIME.**

➤ Stores

There are several stores within easy walking distance of the ashram for items not available at the ashram.

➤ Public Transportation

Bus numbers 54 B, 54 N and 9 are available from Guindy to the Ashram. Ask for Manapakkam, Babuji Memorial Ashram, Shri Ram Chandra Mission.

Bus numbers 54 L and 9 are available from Parris / Broadway to the Ashram.

Bus numbers 88C, 88 K and 18 L are available from Guindy to the Main Road. Ask for Ramavaram Bus stop.

Auto rickshaws

These are available outside the Ashram. Fares should be negotiated prior to commencing the journey. Contact the Ashram Office for indicative fares.

Taxis

Contact the Ashram Office for help with hiring of taxis.

Prepaid Taxi services are available from the Airport (Domestic and the International Terminals). Please contact the counter at the terminal.

Ask for Babuji Memorial Ashram, Shri Ram Chandra Mission, Manapakkam.

Call Taxi Service: 2473 2020, 2473 2021, 2538 4455

Ashram Telephone numbers

+91 (044) 5217 1111 / 2252 1099

Fax : +91 (044) 5201 4421

Email address:

[manapakkam@srcm.org](mailto:manapakkam@srcm.org)

Incoming e-mails only.

**FOR ANY FUTHER ASSISTANCE, PLEASE CONTACT THE ASHRAM OFFICE – WE WILL BE HAPPY TO HELP YOU!**