Governor Recertification Course *Overview of Policies & Procedures*

May, 2005

Prepared by Raja Kingsley & Leslie Brooks-with additions by Colleen Rosania

This Document is <u>not</u> an official Movement operations manual. It is simply a brief summary of the policies and principles set forth on the April, 2005 Governor Recertification Course. By providing these points in an organized format, we hope to facilitate the rapid start up of Peace Palace activities in your existing and new cities.

MAHARISHI SPEAKING ABOUT GOVERNOR RECERTIFICATION COURSE

In this world assembly of the enlightened, the Center Leaders will be deciding on the Peace Palaces in order that everyone singly, and society as a whole, will keep radiating the Total Light of Life, and this will be radiated by the shining star of every Center.

And each of the Governors in this blessed assembly will be Raja in their territory. The Rajas are the representatives of Divine Intelligence. They will set all life in the evolutionary direction, the ideal parental role for their people. They'll radiate the Light, and everyone will draw the Light, according to their ability to absorb. This assembly is a beautiful expression of Total Knowledge, that great law, the Constitution of the Universe, which will not allow anyone to go astray.

This will be the Peace Government, as the government of Nature administers a very concrete galactic universe, but very peacefully. We are going to be a practical channel of the Cosmic Government on Earth. We are going to be the administrators of Heaven on Earth.

These days are going to bring to us that benign authority which is pure Divinity in our simple humble human nature. This is the fruit of this Assembly. It started very fortunately, and it will end with greatest fortune of the whole world for all times.

With this thought, we offer our everything to Guru Dev. Jai Guru Dev

Overview of Main Peace Palace Operations:

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1. Personal Practice of TM and TM-Sidhi Program

Guiding Principles:

- We are successful only on ground of purity and simplicity—never do anything behind curtain in terms of wealth or behavior—never do it or else you will scrap your life—this is main feature of course!
- Don't waste time on gossip as life is precious
- Get graha shanti done—even small get done
- Never go to untruths otherwise life not neat and clean
- Don't stop for anything—where there is a will there is a way (for spreading this precious knowledge)
- Recertified Governors are only hope of the world and you are very few and must know what you are—you possess Total Knowledge and you go to bank to fulfill your desire
- We never, never ask obligation from anyone—we only go to bless them
- Do not schedule any appointments for the first 1/2 hour after your morning program.
- Have as many assistants as needed and don't worry about \$\$--the more you invest you will gain
- We have a parental role for the public. We are not in a position to have a negative feeling for anyone. That we always remember.
- Individually you don't strain the mind have a very uplifting mode. We want to build Peace Palaces, but never strain the mind. Main thing is morning and evening

meditation. We are 24 hour employment. Whenever there is more work, engage more help.

Action Steps:

- ∞ Do your three-hour program morning and evening
- ∞ Spouses may also follow the instruction for the 3-hour program, if they can be regular in practice.
- ∞ You may do program with a group if you wish. Simply plan your program start time to align properly with the group's Yogic Flying start time. Continue flying for the full time, then do full rest and listening.
- ∞ Assistants who are Sidhas should be on their 2 hours program morning and afternoon program and Yogic flying—is a must!
- ∞ Even spa people who touch body should start TM—the touch will be softer so they must meditate

2. Teaching of TM Policies

Guiding Principles:

- We don't have to find a new means to say it (the teaching points)—just say it the same in all simplicity and honesty
- Natural Law has created human brain from field of total consciousness—never condemn yourself to be short of anything as you can do anything for your city by teaching Transcendental Meditation, Transcendental Meditation, Transcendental Meditation.
- We don't give out anything free, except personal checking (for which they have already paid). If you don't charge, wealthy people won't come.
- Ladies always teach ladies and men always teach me. You will gain more by having divisions. There will be Men and Ladies Peace Palaces.
- Good idea to have Introductory Lectures and all our displays on DVDs so people can take them home for all future generations.

Action Steps:

- ∞ Only Certified Governors teach Transcendental Meditation technique
- ∞ Non Certified Governors are not Governors. Governors will need to be recertified every five years or so. Anything dealing with lecturing or teaching or checking (except an initiator checking his initiates) can only be done by recertified Governors. But a Teacher of TM who is not certified can be hired in some other capacity at a Peace Palace or some other Movement organization. But teaching or lecturing on their own in the area of TM is not an option.
- ∞ Introductory and Preparatory Lectures will be given from a standard videotape. The Three Days checking, however, will be given only by Certified Governors.

- ∞ A Mediator's TM practice should only be checked by the Recertified Governor. If possible this Governor should also be the Initiator. Ideally Ladies check ladies and men should check men
- ∞ There will be Men and Ladies Peace Palaces, Ladies always teach Ladies and Men teach Men.
- ∞ Advanced Technique—waiting time reduced from 18 months to 6 months for advanced techniques—we wanted to make sure people were not straining so we we're overhauling everything
- ∞ Fifty-five programs of Knowledge we can offer (see New England Governor download page)
- ∞ In advanced lectures we can spread carpet of "Peace and Heaven on Earth" but 1st emphasize benefits. Soon we will have brain mapping—this total brain functioning is a good thing—our programs silently create coherence in brain functioning.

 ∞ Maharishi said near the end of the course not to use "unknown" words when first introducing Maharishi's programs—keep the language simple and benefit oriented. For example "Vedic" right at first is unknown.

- ∞ Pricing of TM program proposed to be on 3 levels: \$2500, \$4000, \$6000. Anything above \$2500 would be tax-deductible donation. (This idea is not yet finalized) When presenting fees use very elevating words—very respectful and very cheerful. If a man donates or not, he will do that when he wants—we don't mind—not too much attention on money.
- ∞ The policy is only a Recertified Governors can teach his father/parents. If the father really wants to learn he needs to pay the fee and learn properly. Otherwise he is not respecting the knowledge and what it can do. To say he will only start if it is free is like saying he does not believe it. His son should go on the Recertification Course if he works for that project.

3. Administration and Finance

Guiding principles:

- Each Peace Palace Director should have 4-5 assistants, who you know well and are your friends and when their time is saturated get more assistants
- Personnel should be simple, not creative. They have to be faithful to you
- \circ Don't bother the Raja of your domain with petty details.
- The chiefs have to be in tune with every area of their concern every day -1 hour each area, every day.

Action Steps:

3a. Personnel

 ∞ Create a manual for each assistant: prepare a paper of what each assistant will do – areas and activities- and give it to assistant. Should be short – 2-3 paragraphs.

3a-1 Personnel Training

 Personnel Application and a general manual are posted on the New England website (<u>www.newengland.globalcountry.org</u>) Governor download page

3a-2 Personnel Payroll

- Full time Recertified Governors who are in charge of Peace Palaces will be compensated \$4000/month.
- A full-time Governor who works for another Movement organization will be paid by that organization as always.
- A full-time recertified who goes to a town where there is already a Peace Palace Director, can be hired by that Director as a Sub-Director. In this case the Sub-Director is paid \$2000/month.
- Governors who have not taken Recertification course can be our full-time assistants. Assistants to Peace Palace Directors will be compensated at \$2000/month
- Don't think of having part-time assistants only full-time.
- To receive your automatic payroll please fill out forms posted at the New England website (<u>www.newengland.globalcountry.org</u>) Governor download page. Follow instructions on the 'Instruction page"
- There is no longer compensation by commission. All teaching revenues are deposited into a National MVED account.
- Only the Peace Palace Director is on the Raja track.
- Hire a computer expert for your area.

3b. NetSuite Accounting System

- ∞ All Peace Palace Revenues and Expenses will be managed through an online Accounting System called NetSuite. Please see NetSuite site for Manual and all Procedures. Your Raja will authorize a NewSuite password for you to log onto NetSuite.
- ∞ Computer with NetSuite will be in a private room in the Maharishi Enlightenment Center (office of Sales Associate or Manager)

3c. World Peace Bonds

?	\$ 1,000	
Silver	\$ 25,000	‰ = 5 - 1/2
Gold	\$ 50,000	% = 6
Platinum	\$ 75,000	% = 6.5
Diamond	\$100,000	% = 7

 ∞ At the end of three years the investor receives the principle plus compound interest.

 ∞ Bond offering must be to credited investors (i.e. those who have \$1 million net worth or \$200,000 income per year

3d. MVED Legalities:

- ∞ Make sure MVED registered to do business in your state.
- ∞ Apply for Tax-exempt certificate in your state. Check with your Raja or fellow Recertified Governors to make sure this certificate does not already exist.
- ∞ Secure Sales permit for selling MAPI products—this must be obtained for each city or location you are selling products.
- ∞ MVED Corporate Office

Global Country of World Peace Corporate Office 1900 Capitol Boulevard (or P.O. Box 670, Fairfield, IA) Maharishi Vedic City, IA 52556 Ph: 641-470-7000 Fax: 641-470-7001

3e. Secretarial Services

• Each Peace Palace Director should employ a Secretarial Service to answer the phone "in person" during office hours in each of your Peace Palace cities.

3f. Communication and Email Accounts

Each Peace Palace Director should be set up with both a personal Global Country email account (e.g. jdoe@globalcountry.net and a business email address (e.g. bostonma@globalcountry.net). Your Raja will organize this for you.

3g. Raja Training

- ∞ The Peace Palaces will be built with funds from World Peace Bonds and donations. The estimated cost of land and construction for each Peace Palace is about \$3 million. The initial goal is to raise half of this—\$1.5 million.
- ∞ Once this initial goal is reached for a Peace Palace, the Governor (the Raja designate) or Governor Couple associated with that Peace Palace will attend the Raja Training Course in MERU,

4. Promoting our Knowledge and Programs

Guiding Principles:

• Lecturing is all right because everyone is intelligent, but the principles have more meaning if they are seen—better if abstract principles can be seen. Develop all those lecture items so we can see them. We will show them in exhibitions and displays. Beautiful pictorial things with a little bit written at the bottom.

- Our strength is not the creativity of the people we engage. Our strength is in constant publicity.
- Mall or no mall we do our publicity and create and awakening in the public
- Don't depend on \$\$ but knowledge which will mint \$\$ for you—when you give benefit then \$\$ will come
- Our winning point is our method of publicity—we advertise benefits to people as this will attract them—not world peace if he has a headache.
- Advertise twice a week and try to get a year contract with deep discount.
- We use the word Vedic when we want to go into the knowledge of Natural Law. But for public advertising we should use words that people understand – more fulfilling life, good health, etc

Action Steps:

4a. Materials & Displays

- ∞ Advanced Technique Programs brochure
- ∞ 55 programs
- ∞ Electronic Exhibitions
- ∞ Airports would be a good place to advertise our programs
- ∞ MUM Press is developing a secure section of their web site at <u>www.mumpress.com</u> for purchasing teaching and display materials.

4b. Publicity

To place a newspaper ad:

- ∞ Determine the largest newspaper to reach wealthy neighborhoods.
- ∞ Tell them we are a non-profit educational organization, and ask for their non-profit rate (50% less than typical national rate). We have a 501c3 letter, but if they don't accept us as non-profit, the next best rate is retail rate (40% less than national rate). To qualify for retail status, you'll need a local address and phone number.
- Also, tell them we have our own Ad Agency, which may qualify you for a 15% discount. This is a real in-house agency, called the Age of Enlightenment Advertising Agency. It designs ads for us and prepares camera-ready copy. (Most papers won't give <u>both</u> non-profit and ad agency rates, but of course, even if you don't get the discount, you may use our ad agency to prepare your ad.)
- ∞ If the ad is running 4-6 times, ask also if you qualify for a frequency discount.
- ∞ Ad Placement: Request that the ad be placed in the Premium Position:
 - 1. As far forward in the paper as possible
 - 2. On the right page
 - 3. On the top right-hand side of the page
 - 4. Right page position is more expensive, but we can pay for it. If they ad runs in the wrong spot the first time, then call the paper to have it corrected for the next run.
- ∞ Ask for the e-mail address to send ads.
- ∞ Make sure they accept PDF files.
- ∞ Send ad to e-mail address for ads.

∞ Publicize the difficulties of living in non-vastu—Agriculture and construction go together

4c. Malls: Maharishi Enlightenment Centers

Guiding Principle:

- If Mall does not work use hotel or office space but we are in the mood to start quickly.
- Where there's a will, there's a way.

Action Steps:

- ∞ The mall will usually build out the space to our requirements, sometimes for a charge. The storefront is usually about 30 feet wide. Try to find a mall with a major entrance to the east or north, with outdoor entrances as well as inner. We need 2500-3000 square feet for 12 rooms:
- ∞ Space Overview:
- MAPI Storefront area
- 4 Panchakarma treatment rooms with 2 private showers and bathroom
- 1 PK prep room
- TM instruction room
- 1 MAPI store room
- 1 Whisper room (recommend they use day bed)
- 1 Exhibition hall
- 1 Lecture hall for videos and 3-days checking
- 1-2 Offices
- 1 Accounting office (mention NetSuite computer should be in a private office)

4d. Indo-American Project

- Promote our Yagya program in India to Indo-Americans. We will build in their birthplace Yagya Mandaps—this may appeal to them--say be at home in your birth place even while in America—these are the days that Pandits will do yagyas in you home town and you can watch them. For more information see www.vedicpandits.org.
- MUM Press has printed a beautiful Indo-American brochure. See <u>www.mumpress.com</u> to purchase this brochure and for any materials your may need that were discussed on the course.

4e. New Sidhis Refresher Courses

∞ Option 1: World Peace Dinners—Our new Vedic Experts look forward to meeting all of the Governors and Sidhas and will present an inspiring overview of the most recent developments, their relationship to our own personal growth of higher states of consciousness and our role in creating an upsurge of peace and prosperity in world consciousness. A delicious organic vegetarian dinner will be served at a price of \$10 at 7:00 PM. The presentation will follow at 8:00-9:00 PM. Please call to reserve dinner and a seat for the presentation.

- ∞ Option 2: Sidhis Consultations—TM-Sidhi® program and Advanced Techniques personal consultations are now available. This is an excellent opportunity to meet one-on-one with our Vedic experts to discuss and review all aspects of your TM-Sidhi program or Advanced Technique practice. The consultation includes answering questions, the discussion of personal experiences, and recommendations for the refinement of your practice and removal of obstacles. The price for a 15 minute consultation is \$50, for a 30 minute consultation is \$100 and for 45 minute consultation is \$150. Please call to schedule a consultation.
- ∞ Option 3: TM-Sidhi program Refresher Course (not in residence)— Many people find that after months or years of enjoying the beautiful growth of consciousness and inner bliss that comes with the practice of the TM-Sidhi program, that it is valuable to sit with our Vedic Experts to refresh oneself in the principles and practice of all the many different aspects of this wonderful program. The course is conducted in two 3-hour group meetings held over two days. The first course is scheduled for this Saturday and Sunday from 4 PM to 7 PM. This course will also include the group practice of the Transcendental Meditation and TM-Sidhi programs with the Vedic Experts. The price for the 2-day course is \$75. Please call to apply.
- ∞ Option 3: TM-Sidhi Program WPA Refresher Course In Residence This special in-residence World Peace Assembly is a wonderful opportunity to review the principles of the practice of your TM-Sidhi program with the Vedic Experts. The course includes extended practice of the TM-Sidhi program, beautiful tapes of Maharishi speaking about the knowledge and experience in practicing all aspects of the TM-Sidhi program, group discussion of these principles and a TM-Sidhi Personal Consultation with the Vedic Expert. The price will be the WPA price plus an additional \$125 for the TM-Sidhi Refresher Course and TM-Sidhi Personal Consultation that are included. Please call if you would like to attend.

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5. Maharishi Ayurveda and Day Spas

Guiding Principles:

- We are not going to take help from medical Drs. as medical professionals give poison. So don't engage any medical Drs. for anything—absolutely whatever it is—even if they are in our Movement family
- Raja Raam's discovery shows us that without handling consciousness there is no hope of handling health--there will never be total health. And we have the programs for handling consciousness.
- Hold onto the fact that we are the supreme authorities on health—we know how to create perfect health—we are challenging all governments in world.

Action Steps:

5a. MAPI Product Sales

- ∞ Regional Director should take care of getting product sales permit for their state.
- ∞ Get 1 or 2 selling MAPI. The more help we have the less tired we will be
- ∞ Need to file for sales permit to sell MAPI products. This is different in each state and in many cases you need a permit for Each location where MAPI products are sold. Contact your State Dept. of Revenue for details (reference point 3d).

5b. Licensed Massage Therapists (LMT):

- ∞ LMT's need to learn Transcendental Meditation technique first. It's for their personal enlightenment and world peace If LMT does not want to start TM then we do not take them. We can help them with their Transcendental Meditation fee by delaying payment of ½ or 1-3 months but not for too long.
- ∞ 2 hours of TM and TM-Sidhi program is a must for Sidha LMTs also. Tell them that their arms will be softer.
- ∞ We need to find Licensed Massage Therapists. First look on your state home page for School of Massage Therapy. This will list requirements for your state.
- ∞ Contact Schools of Massage Therapy Training in your area. They have Placement Officers who will put up posters for you or send you resumes. These schools usually graduate a new class every three months.
- ∞ There is usually a State Massage Association of some kind. Be in touch with the local chapter, and get to know them. They'll send you bulletin e-mails or give you a mailing list
- ∞ We should have a copy of the LMTs' license on file.
- ∞ Place ads offering positions in your Spa.
- ∞ Raja Rogers says we should pay on average \$15/hour guaranteed for 30hrs/week and if they work up to 40 hours we pay by the hour
- ∞ LMT's should sign non-disclosure form
- ∞ Ask LMT to sign on for a year at least and this will minimize training time and expense

- ∞ Organize a Maharishi Ayurveda Technician Training program. This is a 2-3 day training course to learn the five most popular therapies:
 - Abhyanga
 - Shirodara
 - Vishesh
 - Udvartana
 - Pizzi chili
- ∞ Contact the state Board of Massage Therapy to apply for a Massage Establishment License. This takes 120 days, but if you establish a good rapport with them, they can expedite the wait time for you.
- ∞ Contract people and pay at end of month. Technicians will get wages when they deliver services.

5c. Setting up your Day Spa

Note: A complete Manual has been prepared by Raja Rogers and Candace Badgett and is posted at the New England website (<u>www.newengland.globalcountry.org</u>) Governor download page. General points are as follows:

- ∞ Stuart Rothenberg says in addition to state licensure requirements, you have to apply to local/county licensure. Also for selling products must get sales permit in each stat
- ∞ Also insurance is necessary on 2 levels:
 - 1. for General (\$100,000 monthly revenue means \$100/mo insurance that we pay) this covers general accidents that could occur so we make sure we are covered, e.g. slipping on floor
 - 2. professional insurance which is what LMT should carry and we should require it. It is inexpensive for them if they belong to their professional organization and this comes w/ their \$100/year membership
- ∞ For setting up a new spa and building it out you must get a building permit which takes 60 days per location for regional permit...you must follow up regularly or it will take longer
- Regional permits may vary per state. Raja Rogers says that 2 cities may be so close as to be inseparable but have different restrictions...some strict and some not so strict...know these before you set up spa and you will save time and \$\$
- You can get massage table made locally...also in US there are over 60 tables which Badgetts are tracking down. Also you can purchase them from www.steamywonder.com, phone number is 641-472-0945.
- ∞ Tables You will need our special tables for Shirodhara and Pizichili treatments. OK to use conventional massage tables for other treatments.
- ∞ Do 5 hours of treatment in 6 hours and we should be open 7 days/week from 9am-9pm on 6 hour shifts so 2 shifts of men and ladies each
- ∞ Treat 5 men in am and 5 men in pm and 5 ladies in am and 5 ladies in pm so 20 total a day x 7 days = 140 per week and need 1 cup oil for regular massage and 1 liter oil for Shirodhara so average 23 liter/day x 30 = 690 or 800 liters/month or 150 gallons/moplus you need oil for training

Additional Points from a Governor who has already set up a Spa:

- Have someone contact the town. Do it on a no-names basis. Just find out if they have any rules on health spas that offer massage. Be careful about how this is worded. "Massage parlors" have a bad reputation all over the US and towns don't want them. So make sure that you talk about opening a health spa. Be careful there too, though. If they think it is a medical clinic there are a whole set of rules that relate to that.
- You might want to call the Health and Human services commission to confirm hat the state only regulates massage therapists and not massage establishments. Again, do it on a no-names basis.

6. Maharishi Vedic Organic Agriculture

Guiding Principles:

• Have farms everywhere. Advertise as Vedic Organic, and explain that this higher price covers the cost of growing the produce with the Vedic melodies. This is nectar.

Action Steps:

- ∞ Organic means food grown without toxins of any sort, no pesticides or herbicides, and not genetically engineered.
- ∞ Maharishi Vedic Organic means that the plants also have the added healthy influence that, as they grow, they are nourished by the Vedic melodies of Nature.
- ∞ Vedic Organic produce enlivens the deepest values of Nature's organizing power in the mind and body of the consumer--adding this health influence from Natural Law is a very powerful healthy influence.
- ∞ Gandharva Veda melodies help the growth of the plants as well as making them more nutritious.
- ∞ We don't mind being costly as long as we are supportive to life. What we offer has to be supportive to the Vedic life. We have to offer that which is most costly: bliss, enlightenment, invincibility.
- ∞ Every city should have 2 people for construction and agriculture.
- ∞ Visit <u>www.mvoa.com</u> or <u>http://www.mvoai.org/</u> for a complete review of Maharishi's Vedic Organic Agriculture Programs.

7. Maharishi Sthapatya Veda

Guiding Principles:

- Really for peace to be enjoyed on earth, reconstruction is a VITAL POINT.
- Without proper Vastu there will always be problems. Those who *really* want to be peaceful in life have to live in Vastu.

- The individual consciousness administers the individual body. The Cosmic consciousness administers the physiology of the galactic body. If the relationship between individual and cosmic consciousness is not harmonious, then there is discomfort, or disease, in the individual physiology.
- It is therefore necessary to establish an unbreakable relationship between individual and cosmic consciousness through transcendental consciousness, and an unbreakable relationship between the individual body and the cosmic body through Sthapatya-Veda.
- Remember we are going to rebuild world in every way--this is a huge undertaking so we must inspire all builders to re-construct all cities and must build beside existing cities

7a. Peace Palaces

Guiding Principles:

• Wherever earth or heaven when you have 2 divisions—then if you do both it will be a muddle—you gain more by divisions—don't mix up teaching some way here and another way there—have men PP and ladies PP and family PP

Action Steps:

- ∞ Start with ladies Peace Palace and men's Peace Palace—birds of a feather flock together Peace Palace in city
- ∞ Get the Peace Palace land. Doesn't matter where it is as long as it's in the city.
- ∞ You can advertise that you are looking for land with a description of where, type of place, etc.
- ∞ We go to banks with our head held high—we are not asking anything—you are the bank and we are the investors—you look for safety and we look for profit. We are providing life and breath to bank. We never ask favor from bank—we only give favor to the people
- ∞ A small business is done by one's won wealth but a big business is done by borrowed wealth that we pay back—

7b. Peace (or Vedic) Colonies

Action Steps:

- ∞ Have at least 2 assistants who move together and go around and find 2-3-5 Acres and build the Vastu buildings which they can rent and make money. Create 2-3 small areas of Vastu construction, engage local builders.
- ∞ They should go to the local architects, city planners, conferences of architects, and just give a few points of the advantages (don't lecture). Hand them some papers/out points. Don't go to great architects. They only know how to write great bills.
- ∞ Develop Vedic Colonies on outskirts of city. Think of Vedic Vastu colonies in 4 to 8 points around city with your Peace Palace in center.
- ∞ This modification of houses to turn non vastu into vastu is a fallacy—it must be laid out in proper angles so these rectifications are out! Demolishing is the only

way and billions flow all the time for building and this should flow through our intelligence

Misc. Points:

Staff for 4-5 Cities

1 staff: schedule spa, brain mapping, play Intro tapes, general tasks

1 staff: MSV, M Jyotish and Yagya

2 sales (1 answer questions and give knowledge principles and knowledge & 1 cash register and store assistance)

1 Financing, Enlightenment, & World Peace

Start with 2 men and 2 ladies Techs and as business increased hire more Techs.

2 Governors (one man, one lady) They visit each city one day a week.

Each of the 4 assistants has a book of 1000 pages of blank buyer request contact forms.

8 Panchakarma technicians (Licensed Massage Therapists)