

HH Bhakti Ashraya Vaishnava Swami

- [May-25 Diksha Management](#)
- [May-25 UN Diksha Management](#)
- [May-25 RKBM Diksha Management](#)
- [May-25 Schedule](#)
- [May-25 Diksha Instructions for Diksha Devotees](#)
- [Pranati Mantra](#)
- [Photos](#)

May-25 Diksha Management

Accounts

- Decide overall budget and allocate to sub headings Pandal, Decoration, Prasadam
- One devotee should maintain Accounts, Keep advance cash ready for Misc expenses (Pujari etc)

Anchor

- Decide Anchor for the event, someone who can speak English and Hindi surely. Additionally if he can speak local language it is a bonus.

Kirtan Team

- Decide this team and ensure good singers and instrument players are there.
- Clarify to them about instruments (Mridang, Harmonium, Kartal etc) and who will bring.
- Ask if any additional requirements.

Pandal Setups

- Decide if you need to put up a Pandal. If it is Summer and very hot and/or there is chance of Rain it is a good idea to put Pandal to provide a well covered place for devotees to sit and watch program or honor prasadam.
- Decide if we need Pandal for shoe stand in case of summer / rainy season.
- LED if required should be placed on a pandal so that visibility is better. Speaker should be connected for sound.

Event Decoration

- Decide if you need to put a Stage. Decide location. Take measurements and plan nicely. Ensure devotees DO NOT FACE THE DEITIES.
- Decorate Main Altar, SP Altar, Vyasasana and Temple Hall.
- Put enough chairs in hall
- Decorate entrance doors with Bananas, Banana Plants and Mango leaves. Additional places can be decorated with these same items as per need.
- Temple entrance must be decorated nicely with Rangoli / flowers.

Flowers

- Garlands for Deities, SP, Photos on Stage etc.
- Garlands for Maharaj.
- Garlands for Senior Vaishnavas.
- Garlands for Diksha candidates. Jhandu typically has worms, consider some alternative like Mogra.

Sound

- Good Sound system.
- 2 Wireless Mic.
- Stands for Kirtan team (for Mridanga etc).

Light

- If the program is in the evening ensure whole area is light up nicely.
- Place a few lights on or near the stage so that the stage is well lit up.

Backup Generator

- It is better to have a Backup Generator in case power goes down.
- if possible the Backup can connect to the Mains.

Fire Extinguisher

- Must be placed at key points.

Prasadam Cooking

- Decode count - for how many to cook.
- Decide separate menu for Diksha devotees and other devotees based upon budget.

Prasadam Serving

- Coupons must be distributed at the entry gate from the starting time of the program. Decide till what time coupons will be distributed and then stop after that.
- Coupons must be checked and also Plates must be Counted so that we know how many devotees took Prasadam.

- What is the plan for those who do not have coupons? Should they wait till some time and after that they will get? Decide clearly ahead of time and instruct Volunteers so that there is no confusion at run time,
- Prasadam serving start time must be clearly decided when planning.

Plate Washing

- Garbage bags
- Waste collection
- Plate Washing

Shoe Stand

A proper shoe stand to ensure people do not lose their foot wear is required. Generally thieves arrive when events like this happen and steal - it is a known issue. So the solution is to provide a good shoe stand with ENOUGH bags and tokens. If you are expecting 1000 people then be ready for at least 600 bags and tokens.

This is a heavy seva with lot of momentum - so volunteers who can stand the heat and crowd should be allocated. Five volunteers with One Team lead will be ideal. Remember that the stall must be open from start to finish - so allocate, relieve and rotate volunteers.

if it is going to be hot put a Pandal for the shoe stall. Provide a fan for the volunteers if possible.

Drinking Water / Juice Counter

- Ensure there is enough Drinking water supply.
- If it is summer consider providing cold water and Juice as well.

Donation Counter

- Keep a table with Receipt books and QR codes for online payments.
- Keep a Notebook and Pen for tracking purposes.
- If devotee is giving Bhiksha Laxmi decide if you need to give a Receipt or not. If Diksha Guru wants Bhiksha Laxmi to be donated to a specific temple then don't give Receipt - just make a note.

Wash Rooms

- Please ensure there are enough washrooms.

- Ensure the washrooms are thoroughly cleaned before hand. Broken taps if any should be fixed ahead of time.
- Put clear boards indicating way to washroom.

Welcoming Devotees

- Put table at entrance to welcome devotees.
- Chandan, Gulab Jal, Attar - ladies and gents separate.

Guru Arati before Diksha

- If Maharaj has a desire to worship his Guru before Diksha begins then a photo of his Guru Maharaj along with Arati plate must be kept ready.

Social Media

Diksha is a rare event (does not happen frequently) and is a important milestone for devotees. So we need to keep the memories by taking photos and video (live streaming).

- One Photographer will be required to TAKE PHOTOS of Maharaj giving beads to the DEVOTEE. This photo will be very important for the devotee. We will frame and give it later. So the Photographer needs to be super alert with full focus. Ask him to have full breakfast and come and tell him he will be standing for 4o to 6 hours - so come prepared physically. Decide ahead of time if you want to frame the photo horizontally or vertically and instruct the Photographer. He should come well prepared with his charger, lighting setups etc so that the photos come out nicely.
- We need to livestream the event to the temple YouTube channel, so a high quality camera is required.
 - Proper position for the Camera to cover the event
 - Table/Stand
 - Electricity Points (at times camera runs out of power - need to charge)
 - Audio inputs
 - POC (Point of Contact) for this Seva should allocate one devotee to keep checking if Streaming is coming correctly or not. One important program in one temple we lost the entire video because for some reason audio did not stream
 - YouTube channel login credentials

From here onwards Temporary Notes - need to clean up

- Stage
- Vyasasan for Maharaj

- ONE Assistant can sit down besides to give BEADS to Maharaj and ONE Assistant to give Name chit the devotee after Maharaj gives initiation
 - Photo of HHGKGM, SP(?), Deities(?) [This will vary as per temple e.g. in Uttam Nagar Diksha will be in temple hall itself, so Deities are right there and SP Deity is also there]
 - Cooler for cold air for Maharaj
 - Cooler for cold air for Devotees (Peak temp in May)
 - Special Garlands for Maharaj, HHGKGM Photo
 - TEN Good Garlands for Senior Vaishnavas
 - ? Garlands for all Harinam and Brahmin Diksha candidates
 - One devotee near Kirtan Party who will repeat name loudly
 - Kirtan Party
 - Photographer
 - Videographer
 - Live Streaming
-
- Yajna Kunda
 - Yajna Setups for all Candidates



BEFORE Coming to Maharaj



In front of Senior Devotees (Decide 2 for Males and 2 for Females), Diksha candidate will tell:

1- HHBAVSM Pranati Mantra

2- Four Regulative Principles

3- I will chant 16 rounds daily, 25 on Ekadashi and Festival days and I will read Prabhupada books regularly.

IN FRONT OF Maharaj

1- Do full Dandavats (Prs) and half (Mtjs) : Ensure your feet are not facing the Lord

2- Take beads from Maharaj and name chit

3- Go back to seat and on the way you can offer Full Dandavats again (in a designated place)

May-25 UN Diksha Management

Budget

- Decide overall budget and allocate to sub headings Pandal, Decoration, Prasadam
- 2.5L

Anchor [Hg Akhil Guru P]

- Decide Anchor for the event, someone who can speak English and Hindi surely. Additionally if he can speak local language it is a bonus.
- Hg Akhil Guru P / vgkd

Kirtan Team [UN - Damodar P]

- Decide this team and ensure good singers and instrument players are there.
- Clarify to them about instruments (Mridang, Harmonium, Kartal etc) and who will bring.
- Ask if any additional requirements.

Pandal Setups [Prakash Patil P]

- Decide if you need to put up a Pandal. If it is Summer and very hot and/or there is chance of Rain it is a good idea to put Pandal to provide a well covered place for devotees to sit and watch program or honor prasadam.
- Decide if we need Pandal for shoe stand in case of summer / rainy season.
- LED if required should be placed on a pandal so that visibility is better. Speaker should be connected for sound.

Event Decoration [HGSNCP]

- Kalewadi devotee [Hg Manya Nimai P] in charge.
- Decide if you need to put a Stage. Decide location. Take measurements and plan nicely. Ensure devotees DO NOT FACE THE DEITIES.
- Decorate Main Altar, SP Altar, Vyasasana and Temple Hall.

- Put enough chairs in hall.
- Decorate entrance doors with Bananas, Banana Plants and Mango leaves. Additional places can be decorated with these same items as per need.
- Temple entrance must be decorated nicely with Rangoli / flowers.

Flowers [HGSNCP]

- Garlands for Deities, SP, Photos on Stage etc.
- Garlands for Maharaj.
- Garlands for Senior Vaishnavas.
- Garlands for Diksha candidates. Jhandu typically has worms, consider some alternative like Mogra.

Sound [Hg Sandipani Mukund P]

- Good Sound system.
- 2 Wireless Mic.
- Stands for Kirtan team (for Mridanga etc).

Light [Hg Sandipani Mukund P]

- If the program is in the evening ensure whole area is light up nicely.
- Place a few lights on or near the stage so that the stage is well lit up.
- Hanging garland lights on temple (Pitambar).
- LED in altar, SP, Stage in temple hall - SIX total in temple hall. Four in Prasadam hall. Two in hall below. Two in front of main gate.
- Two Halogen in Temple hall - focus on Stage.
- Setups will be ready by 20th Apr evening.

Rs.10,000

Backup Generator [Hg Sandipani Mukund P]

- It is better to have a Backup Generator in case power goes down.
- if possible the Backup can connect to the Mains.
- Only on 21st.

Rs.10,000

Fire Extinguisher

- Must be placed at key points.

Prasadam Cooking

- **We will cook for 500 devotees.**
- Menu
 - Jira Rice, Dal Tadka, Salad, Chapati, Mutter Paneer, Fruit Salad, Dry Aloo Sabji, Lemon Ginger Juice, Pakoda (Alook, Veg, Dodka)

Prasadam Serving

- No coupons
- First batch for Diksha devotees - serving team vgkd
- Other devotees - serving team?

Plate Washing [Hg Akhil Guru P]

- Garbage bags
- Waste collection
- Plate Washing

Shoe Stand [Shailesh Jadhav]

A proper shoe stand to ensure people do not lose their foot wear is required. Generally thieves arrive when events like this happen and steal - it is a known issue. So the solution is to provide a good shoe stand with ENOUGH bags and tokens. If you are expecting 1000 people then be ready for at least 600 bags and tokens.

This is a heavy seva with lot of momentum - so volunteers who can stand the heat and crowd should be allocated. Five volunteers with One Team lead will be ideal. Remember that the stall must be open from start to finish - so allocate, relieve and rotate volunteers.

if it is going to be hot put a Pandal for the shoe stall. Provide a fan for the volunteers if possible.

Drinking Water / Juice Counter

- Not applicable

Donation Counter [VGKD]

- Keep a table with Receipt books and QR codes for online payments.
- Keep a Notebook and Pen for tracking purposes.
- If devotee is giving Bhiksha Laxmi decide if you need to give a Receipt or not. If Diksha Guru wants Bhiksha Laxmi to be donated to a specific temple then don't give Receipt - just make a note.

Wash Rooms [Hg Sandipani Mukund P]

- Please ensure there are enough washrooms.
- Ensure the washrooms are thoroughly cleaned before hand. Broken taps if any should be fixed ahead of time.
- Put clear boards indicating way to washroom.

Welcoming Devotees [Kadam Mtj]

- Put table at entrance to welcome devotees.
- Chandan, Gulab Jal, Attar - ladies and gents separate.

Guru Arati before Diksha [Bhushan P]

- If Maharaj has a desire to worship his Guru before Diksha begins then a photo of his Guru Maharaj along with Arati plate must be kept ready.

Social Media [Shruti M]

Diksha is a rare event (does not happen frequently) and is a important milestone for devotees. So we need to keep the memories by taking photos and video (live streaming).

- One Photographer will be required to TAKE PHOTOS of Maharaj giving beads to the DEVOTEE. This photo will be very important for the devotee. We will frame and give it later. So the Photographer needs to be super alert with full focus. Ask him to have full breakfast and come and tell him he will be standing for 4o to 6 hours - so come prepared physically. Decide ahead of time if you want to frame the photo horizontally or vertically and instruct the Photographer. He should come well prepared with his charger, lighting setups etc so that the photos come out nicely.
- We need to livestream the event to the temple YouTube channel, so a high quality camera is required.
 - Proper position for the Camera to cover the event
 - Table/Stand
 - Electricity Points (at times camera runs out of power - need to charge)
 - Audio inputs

- POC (Point of Contact) for this Seva should allocate one devotee to keep checking if Streaming is coming correctly or not. One important program in one temple we lost the entire video because for some reason audio did not stream
- YouTube channel login credentials

Yajna [Santosh Mukund P]

- Yajna Saman
- Yajna Kund Material
- Yajna Kund setup will be done on 21st night

Other

- Cooler for cold air for Maharaj
- Cooler for cold air for Devotees (Peak temp in May)

May-25 RKBM Diksha Management

Accounts VGKD

- Decide overall budget and allocate to sub headings Pandal, Decoration, Prasadam 2L to 2.5L
- One devotee should maintain Accounts, Keep advance cash ready for Misc expenses (Pujari etc)

Anchor HGUNP

- Decide Anchor for the event, someone who can speak English and Hindi surely. Additionally if he can speak local language it is a bonus.

Kirtan Team TEMPLE

- Decide this team and ensure good singers and instrument players are there.
- Clarify to them about instruments (Mridang, Harmonium, Kartal etc) and who will bring.
- Ask if any additional requirements.

Pandal Setups Hg Subuddhi Raya P

- Stage setup
- LED location?

Event Decoration Hg Ananga Vijaya P

- Decorate Main Altar, SP Altar, Vyasasana and Temple Hall.
- Put enough chairs in hall
- Decorate entrance doors with Bananas, Banana Plants and Mango leaves. Additional places can be decorated with these same items as per need.
- Temple entrance must be decorated nicely with Rangoli / flowers.

Flowers Parmeshwari dd

- Garlands for Maharaj, Deities, SP, Photos on Stage etc. Hg Nityatrupta Mtj
- Garlands for Senior Vaishnavas.
- Garlands for Diksha candidates - Mogra Ladi

Sound TEMPLE

- Good Sound system.
- 2 Wireless Mic.
- Stands for Kirtan team (for Mridanga etc).

Light TEMPLE

- If the program is in the evening ensure whole area is light up nicely.
- Place a few lights on or near the stage so that the stage is well lit up.

Backup Generator TEMPLE

- It is better to have a Backup Generator in case power goes down.
- if possible the Backup can connect to the Mains.

Fire Extinguisher TEMPLE

- Must be placed at key points.

Prasadam Cooking Hg Hemang Keshav P

- Decode count - for how many to cook.
- Decide separate menu for Diksha devotees and other devotees based upon budget.

Prasadam Serving Hg Hemang Keshav P

- 300 Special Prasadam
- 700 Trimmed Special Prasadam
- Distribute Coupons from 8am till 2pm
- Coupons only to plan cooking at runtime
- Banana Leaves for 300 (give Drones for liquid). BCs should serve Diksha devotees. Banana leaves should be picked up by volunteers.

Dvadashi Fast Breaking, Water, Juice Parmeshwari dd

Water bottles

Juice

Plate Washing TEMPLE

- Garbage bags
- Waste collection
- Plate Washing

Shoe Stand TEMPLE

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This is a heavy seva with lot of momentum - so volunteers who can stand the heat and crowd should be allocated. Five volunteers with One Team lead will be ideal. Remember that the stall must be open from start to finish - so allocate, relieve and rotate volunteers.

if it is going to be hot put a Pandal for the shoe stall. Provide a fan for the volunteers if possible.

Donation Counter HGUNP

- Keep a table with Receipt books and QR codes for online payments.
- Keep a Notebook and Pen for tracking purposes.
- If devotee is giving Bhiksha Laxmi decide if you need to give a Receipt or not. If Diksha Guru wants Bhiksha Laxmi to be donated to a specific temple then don't give Receipt - just make a note.

Wash Rooms TEMPLE

- Please ensure there are enough washrooms.
- Ensure the washrooms are thoroughly cleaned before hand. Broken taps if any should be fixed ahead of time.
- Put clear boards indicating way to washroom.

Welcoming Devotees Hg Kadamba Krishna P

- Put table at entrance to welcome devotees.
- Chandan, Gulab Jal, Attar - ladies and gents separate.

Guru Arati before Diksha Hg Ananga Vijaya P

- If Maharaj has a desire to worship his Guru before Diksha begins then a photo of his Guru Maharaj along with Arati plate must be kept ready.

Social Media Hg Subuddhi Raya P

Diksha is a rare event (does not happen frequently) and is a important milestone for devotees. So we need to keep the memories by taking photos and video (live streaming).

- One Photographer will be required to TAKE PHOTOS of Maharaj giving beads to the DEVOTEE. This photo will be very important for the devotee. We will frame and give it later. So the Photographer needs to be super alert with full focus. Ask him to have full breakfast and come and tell him he will be standing for 4o to 6 hours - so come prepared physically. Decide ahead of time if you want to frame the photo horizontally or vertically and instruct the Photographer. He should come well prepared with his charger, lighting setups etc so that the photos come out nicely.
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 - Electricity Points (at times camera runs out of power - need to charge)
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 - YouTube channel login credentials

Yajna Hg Ananga Vijaya P

Samaan

Pujari

Kunda Setup

Bring extra fruits, flowers and decorate Kunda beautifully

- Request candidates to arrive in temple by 6am. Give Harinam Chadar etc for every devotee.
- ONE Assistant can sit down besides to give BEADS to Maharaj and ONE Assistant to give Name chit the devotee after Maharaj gives initiation
- One devotee near Kirtan Party who will repeat name loudly

BEFORE Coming to Maharaj

In front of Senior Devotees (Decide 2 for Males and 2 for Females), Diksha candidate will tell:

1- HHBAVSM Pranati Mantra

2- Four Regulative Principles

3- I will chant 16 rounds daily, 25 on Ekadashi and Festival days and I will read Prabhupada books regularly.

IN FRONT OF Maharaj

1- Do full Dandavats (Prs) and half (Mtjs) : Ensure your feet are not facing the Lord

2- Take beads from Maharaj and name chit

3- Go back to seat and on the way you can offer Full Dandavats again (in a designated place)

May-25 Schedule

Schedule

21-May-2025 (Wed)

- Overnight stay at Uttamnagar
- Arriving at Pune Airport at 3:45pm by Flight Indigo 6E-2132 from Delhi to Pune.
- Airport to Uttam Nagar. Vyasa Puja from 5pm to 8pm.
- Rest for the night in Uttam Nagar.
- All Prasadam cooking will be done by Uttam Nagar temple.
- Driving Seva : Hg Kadamba Krishna Pr will pick up Maharaj at Airport at 4pm and drive him to Uttam Nagar temple.

22-May-2025 (Thu)

- Mangalarati at Uttamnagar | Overnight stay at Uttamnagar
- Diksha at Uttam Nagar 8am onwards.
- 3 hour time slot for Photo Shoot - post Diksha, Lunch and Rest. Hg Subuddhi Raya Pr is POC.
- Rest for the night in Uttam Nagar.
- All Prasadam cooking will be done by Uttam Nagar temple.
- Driving Seva : Not allocated. We need one vehicle to be available from 8am to 8pm to drive Maharaj as per need.

23-May-2025 (Fri)

- Mangalarati at Uttamnagar | Overnight stay at RKBM
- Ekadashi.
- Rest in Farm house near Uttam Nagar (as per Maharaja's request to put him in a secluded place).
- Ekadashi Prasadam cooking will be done by Uttam Nagar temple.
- Driving Seva : Allocated to Hg Kashimishra Pr. We need one vehicle to be available from 8am to 8pm to drive Maharaj as per need.

24-May-2025 (Sat)

- Mangalarati at RKBM | Overnight stay at NVCC
- Diksha at RKBM 8am onwards.
- All Prasadam cooking will be done by RKBM GKG Counselors (Hg Shyam Krishna P, Hg Nitya Trupta Mtj, Hg Ugra Narsimha P, Hg Hemang Keshav P, Hg Subudhhi Raya P, Vijay Gopi Keshav das)

- Driving Seva : Two Cars we will need to drive Maharaj from Uttam Nagar to RKBM (Seva unallocated as of now).
 - Hg Nityatrupta Mtj (Anuj Mittal Pr) will drive Maharaj from Uttamnagar to RKBM. One more vehicle may be required.

25-May-2025 (Sun)

- Mangalarati at NVCC | Overnight stay at NVCC
- Diksha at NVCC 8am onwards.
- After Diksha Program Maharaj will go to Hg Shastranath Prabhuji's home for Lunch Prasadam (Maharaja's student got married on Friday to daughter of Hg Shastranath Pr).
- All Prasadam cooking will be done by NVCC GKG Counselors.
- Driving Seva :
 - Hg Sahasra Tirtha Pr (Prathamesh Pr 90962 32225) will drive Maharaj to NVCC after Mangalarati at RKBM

26-May-2025 (Mon)

- Mangalarati at NVCC
- Morning SB class at NVCC.
- Departure to Mumbai via Kalewadi center.
- All Prasadam cooking will be done by NVCC GKG Counselors. Hg Krishna Rupa Mtj will provide Packed Prasadam to Maharaj for his journey.
- Driving Seva : VGKD group will drive Maharaj to Juhu

May-25 Diksha Instructions for Diksha Devotees

What to buy

- New Dhoti
- New Saree
- New Innerwear

Soak once in Water overnight, Wash, Iron etc. Wear on Diksha day.

What we will give?

- Harinam Chadar
- 3 round Kanthi
- Bead Bag
- A Diksha hand band (required to go in front of Maharaj) - this devotees should collect from their Counselor before hand
- Beads (from the hands of Maharaj)
- A framed photo of your Diksha (Maharaj giving you beads) AND a framed photo of HHBAVSM for your altar (5inx7in) after two weeks - collect from your Counselor. You can also get soft copies after two weeks

What else?

- Devotees must appropriately the night before Diksha keeping in mind that you will be fasting till about 2pm on Diksha day. Sleep early.
- Devotees must take bath, clean shave, pass stool etc in their home. Once you come to temple you cannot go to Washroom till the Yajna is over nor can you take a bath etc. Not only should Prabhujs shave their faces, but they should also neatly cut or shave their hair on heads to maintain a clean and presentable appearance on the day of diksha.
- Devotees must try and come for Mangal Arati.
- At 6:30pm devotees should assemble in notified halls to get ready for Diksha. In the hall devotees can change clothes, put Harinam Chadar, Put three round Kanthi.
- By 8am devotees should assemble in the Diksha Pandal. Please handover your current Beads, Mobile to your family/friend. Carry your entry band.
- A photographer will take your photo when Maharaj gives you beads.
- Devotees will need to recite HHBAVSM Pranati, Four regulative principles in front of Senior Vaishnavas.

- Devotees should fast Nirjala till Diksha is over (not applicable if you health does not permit - eat fruits/ekadashi etc)
- Devotees should collect Bhiksha after the Diksha Program and handover at the Donation Counter or Seva Office- this laxmi will be handed over to Maharaj. Devotees can also collect via UPI (many people will not carry cash but can give via UPI). Withdraw cash and handover to your Counselor or give in Seva Office of your temple - CLEARLY TELL THIS IS BHIKSHA LAXMI. The cut-off date to deposit Bhiksha Laxmi is 15-Jun-2025. Devotees must try and collect as much as possible and not shy away from asking people for Bhiksha.

Pranati Mantra

नमः ॐ विष्णुपादाय
कृष्णप्रेषाय भूतले
श्रीमते भक्ति आश्रय
वैष्णव स्वामीनिति नामिने

नमः ॐ विष्णुपादाय
कृष्णप्रेषाय भूतले
श्रीमते गोपाल कृष्ण
गोस्वामीनिति नामिने

प्रभुपादस्य साहित्यं
यः प्रकाशय वितिर्यं च
प्रचारम् कृत्वान साधु
भगवत पादाय ते नमः

Photos