1. **Serve other people.** (Do not be arrogant specially when you occupy a superior position. A doctor, for example, should talk nicely to his patients, a teacher to his pupils and a nurse to the sick people).

2. **Respect other people's opinions.** (Opinions differ. There is nothing to be angry. Be calm and explain your position when something is not clear but never be upset or try to insult someone simply because he or she does not agree with you).

3. **Be careful when talking to people.** (Never come in between two persons while they are conversing and never cut in before the person has had his say. You should have the patience to listen so that other people too could listen to you).

4. **Be punctual in everything you do.** (Time should be valued. If you do not keep your appointment, it is imperative that you should present your apology. You should bear in mind that through lack of punctuality, you are wasting not only your time but also the time of others who might be waiting for you).

5. **Act in the right direction.** (Actions are inspired by sublimated feelings and noble thoughts. Actions done without selfish motives should always be practised. Never do anything which might harm someone who has done something for you and at the same time be
helpful to others who might not have done anything for you. Have a clear conscience in whatever you do. Sublime your feelings and have pure and noble thoughts through meditation and prayer).

6. **Do not back-bite or criticize other people.** (Fault-finding and back-biting should be avoided. Some people have the bad habit of criticizing or back-biting others for nothing. A good habit which needs encouragement is to learn to criticize oneself, that is, practise self-analysis with a view to bettering oneself. One should meditate on spiritual qualities such as tolerance, love and non-violence and try to imbibe them in their life. The contrary cannot but degrade a person).

7. **Serve world society.** (It is imperative that you consider the entire world as being one family or one society and work with Love and Non-violence to slowly realize self and God which are the ultimate Truth).