

Puasa (Ramadan), the fasting month which falls in September or October, Muslims will not eat, drink, or smoke from sunrise to sunset. As a general rule, therefore, food, drink, or cigarettes should not be offered to Malays during those hours.

Before entering a Malay house, shoes should be removed unless the host is wearing his. Even if the host instructs the guest not to, one should remove one's shoes if the host's are off. Such action will be appreciated as indicating a knowledge of Malay customs and courtesy. In addition, when handling or receiving something, use either your right hand or both hands — never just the left hand. It is also offensive to point or extend the hand palm up or to show the soles of your shoes or feet.

*Forms of Address* — Malay forms of address are many and complicated. The following is only a general indication of precedence since in some cases a person's function gives him a higher rank than his title would indicate. In addition, local practice varies widely in ranking the holder of various titles. The following categories of titles are most likely to be encountered:

#### 1. Nobility

- (a) Tunku or Tengku — different spellings of the same title which is loosely equivalent to prince. The title descends through both sides of the family and is accorded great respect by the Malays.
- (b) Raja — in certain states Raja is used instead of Tunku but means exactly the same.
- (c) Ungku — a Johore title denoting a lesser degree of royalty than Tunku.

#### 2. Orders of Chivalry

- (a) Tun (M) or Toh Puan (F) — Tun is the title given to a recipient of the Federation's highest order of chivalry granted to nonroyal persons. The wife of a Tun is called Toh Puan.
- (b) Tan Sri (M), Puan Sri (F) — Tan Sri is a title given to a recipient of Malaysia's second highest order of chivalry granted to nonroyal persons by the Supreme Ruler (national level). Membership in this order is a high honour and the living membership