

Appendix B

PROTOCOL FOR CANADIANS

China is an ancient civilization with well-established norms of social behaviour. A premium is placed on courtesy to guests. The Chinese are tolerant of the social customs of others, and do not expect visitors to be fully conversant with the norms of Chinese social behaviour. When in doubt, it is useful to remember that good Canadian manners will almost always be recognized as courteous behaviour in China.

Public Behaviour

- The Chinese tend to be more formal than Canadians, especially so with foreigners until they know them well.
- Dress in China is almost always informal. Most Chinese wear loose-fitting cotton slacks and jackets, though young people are increasingly wearing Western fashions, and officials increasingly wear Western suits.
- The Chinese are punctual. Do not arrive late, particularly at a banquet where this would be construed as an insult. If you are the host of the banquet, arrive before your guests. Banquets end shortly after the fruit course and are no longer than 2 hours.

Forms of Address

Chinese personal names usually consist of a three-character combination, with the surname being given first. There is a paucity of surnames, and the Chinese share a few commonly used names. A Chinese with the name, for example, Zhou Pengfei, goes by the family name Zhou (pronounced "Joe"). In formal situations, which extend to all business and work contracts, it is best to stick with Mr./Mrs./Miss Zhou. In Chinese, you