



# Mess Etiquettes

# DINING HALL / MESS TIMINGS:

**Breakfast – 07.45 am to 09.15 am**

**Tea break - 11.25 to 11.40 am**

**Lunch – 01.35 pm to 02.30 pm**

**AN Tea - 04.25 pm to 04.40 pm**

**Dinner – 08.00 pm to 10.00 pm**

**Dress: Appropriately dressed**



# General guidelines:

- **Behave courteously with mess staff and room bearers**
- **Leave your belongings on the racks outside the Mess**
- **No room service  
(except on medical grounds)**
- **Kindly advise your families about appropriate behaviour expected in the Mess**
- **It's your Mess, take ownership**



# General guidelines:

- **Specific feedback about food, hygiene & behaviour of your colleagues and staff**
- **Every Officer-Trainee is a “Host”.**
- **Arrive before the guest, leave after the guest**
- **Do not monopolize the senior guest or leave abruptly**
- **Escort Officers to receive guests at the entrance, look after them, introduce them appropriately and see them off**

# Dinners & Lunches



**Officers need to be equally comfortable in all settings !**

# **I. BUFFET DINNERS:**

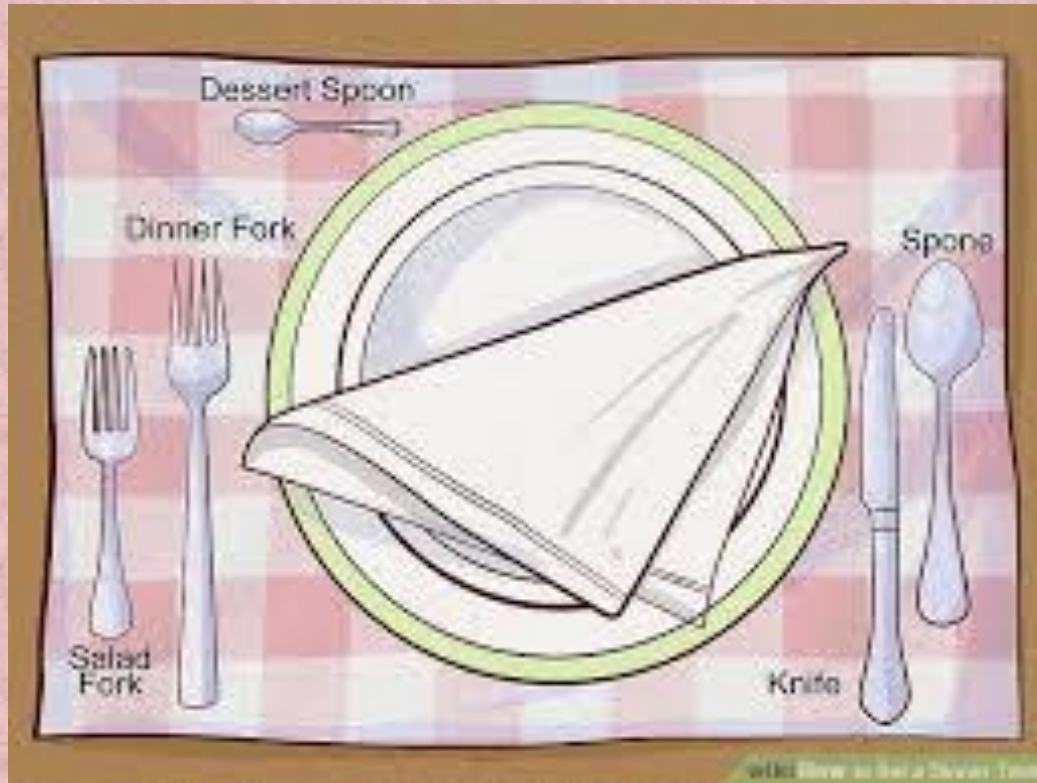
- **Ladies may be allowed to approach the table first**
- **Guests to serve themselves first**
- **Do not crowd the table, serve yourself and move away**
- **Go for extra helpings after everyone has had his/her first helping**
- **Keep the napkin with you through out**
- **Leave the used plate, cutlery & napkins at the designated location**

## **II. FORMAL DINNERS:**

- **Formal dinner – Ceremonial dress**
- **Arrive 10 mins before the Chief Guest**
- **Find your sitting placement**
- **Table service – course by course**
- **More a ceremony than to “tuck-in”**
- **<http://www.youtube.com/watch?v=FDGGv7z5r2c>**



# The Formal Table





## Placement & Procedure:

- **Work inwards**
- **Outermost is the “salad fork”**
- **Forks: On your left**
- **Knives and Spoons: On your right**
- **At the top: dessert spoon and dessert fork**

## How to start / end?

- **Serviette on your lap**
- **Fork in the left hand**
- **Knife in the right hand**
- **No shifting of cutlery**
- **Once done: place soup, coffee and dessert spoons on the side plate/ saucer**

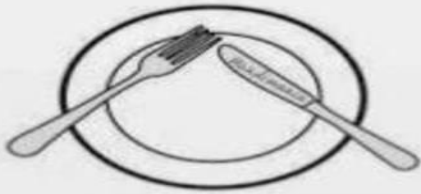
## Posture and Behavior:

- Give your coat to the waiter
- Hang Coat/ Hat outside
- Sit erect, do not slouch
- Don't talk loudly
- If you wish to use the men's room or women's room, excuse yourself politely

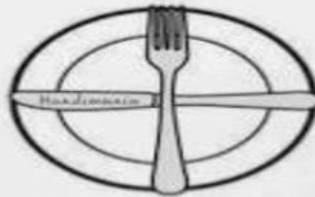


# The Language of Cutlery

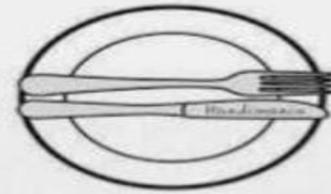
## *Eating Etiquette 101* KNIFE & FORK LANGUAGE



Pause



Ready for a  
second plate



Excellent



Finished



Don't like

## The Do's:

- **Wait for the host/ hostess to start**
- **Always pass to the right**
- **Initiate the passing of rolls, butter etc.**
- **Pass jugs, gravy boats etc.**
- **Knife in the right hand (firm grip)**
- **Use your lap napkin**
- **Dessert: one bite at a time**

# The Do's:

- **Handle tucked into your palm**
- **Thumb finger along the top**
- **Fork in the left hand**  
**(when used with a knife or spoon)**
- **Prongs facing downwards**
- **When on its own, to be held the right hand**
- **Chew and swallow**
- **Placement of fingerbowls to the left of the setting**



## The Don'ts:

- **Never chew with your mouth open**
- **Never talk with food in your mouth**
- **Never put too much food in your mouth**
- **Never mash or mix food on your plate**
- **Do not blow on hot food or drink**
- **Do not sip from a coffee spoon or tea onto your spoon or fork**

## The Don'ts:

- **“ELBOWS off table”**
- **Do not use napkin as a handkerchief**
- **Do not wipe off cutlery or glassware with your napkin**
- **Never scrape the plate**
- **Place your serviette in loose fold at the left of your plate**



*Thank You*

*Best Wishes!*