BUSINESS ETIQUETTE & OFFICIAL DINING

british polish
chamber of commerce

BPCC TRAINING PROGRAMME

The British Polish Chamber of Commerce offers a professional training programme in business etiquette and official and corporate dining, designed for senior management, sales teams, public affairs professionals, and all individuals representing their organisations in formal national and international settings.

The objective of the training is to strengthen participants' communication and image-building competencies, and to prepare them to operate with confidence, professionalism and cultural awareness in business and diplomatic environments.

THE PROGRAMME COVERS, INTER ALIA:

- principles of professional self-presentation in business relations,
- etiquette of formal and informal meetings,
- rules of precedence, greetings and introductions,
- business protocol in interactions with public administration and diplomatic representatives,
- seating arrangements and hosting protocol in a corporate context,
- cultural nuances in international business environments,
- managing challenging or unexpected situations with tact and confidence,
- etiquette of making and responding to toasts in formal and business settings,
- principles of official dining: table setting, table manners, and the correct use of cutlery and glassware,
- common business faux pas and how to avoid them,
- dress code standards in professional and official contexts.

The training is delivered in an interactive format, combining real-life business examples with practical workshop elements.

It can be conducted in Polish or English, and the programme may be tailored to the specific needs of the organisation.

BENEFITS FOR PARTICIPANTS:

- increased confidence in formal and semi-formal situations,
- a stronger and more credible professional image of the organisation,
- more effective relationship-building with partners and stakeholders,
- practical skills applicable during conferences, official dinners, business meetings and diplomatic events.

MAGDALENA PAROL

PUBLIC AFFAIRS MANAGER, BPCC

Magdalena is a graduate of the Protocol Officer and International Etiquette programme at The Protocol School of Washington, with professional expertise in diplomatic protocol and international standards of conduct. She works in public affairs and government relations, cooperating with ministries and diplomatic partners, and is recognised for her strategic mindset, relationship-building skills, and composed, professional approach.

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