There is one simple, sure-fire way for you to ensure you get the names right, in all references, of Asian and Asian Pacific American subjects: Ask them their personal preferences.

This point is especially important with new immigrants, because some may still list their names in the style of their homeland (often, family name listed first) while others may have already adopted American usages (family name listed last).

But it also is a worthwhile practice to inquire about name preferences of Asians still in Asia who have long-standing associations with this country. They—or the American media—may have adopted Anglicized usages. For example, former South Korean President Park Chung Hee (family name of Park listed first) was often named in the American press as Chung Hee Park.

Most Asian Pacific Americans who have been in this country for awhile will list their names in the American style—but you should always ask the preference.

Based on discussions with writers, editors and other experts, publications such as the Los Angeles Times have set their own style rules for Asian Pacific name usages.

While it is important for you to know your own organization’s style, here are some general guidelines about traditional name usage in Asian Pacific cultures:

**Chinese** - Most Chinese names consist of two parts, a family name followed by a personal name. It remains a sound practice to check individuals’ preferences as to the order they wish the parts of their name listed, as well as whether their personal name should be hyphenated, two separate parts or run together, if the personal name has two syllables.

Chinese from the People’s Republic of China are likely to use Pinyin spellings (Mao Zedong) for all proper names. Ethnic Chinese from Hong Kong, Taiwan, Singapore and other places generally use the old Wade-Giles spellings (Mao Tse-tung).

Ethnic Chinese from countries other than the People’s Republic, who live in the United States, may have a preferred spelling that is a variant of a standard family name (Wong instead of Wang, Lee rather than Li, Loo rather than Lu). Or they may have a Western given name, retaining a couple of initials to stand for part of their Chinese name (Timothy T.C. Wong).

In Pinyin style, the personal name generally is not hyphenated (Zhao Ziyang, Lui Binyan, Mao Zedong), while Wade-Giles style generally does use hyphens (Wang Mao-hsin or Liu Mei-lai).

Married women generally adopt their husbands’ names, although not in all cases, especially in the People’s Republic of China. It would be inappropriate, for example, to refer to Chou En-lai’s widow, Deng Yingchao, as Mrs. Chou or Madame Chou.

Common Chinese family names include: Chan, Chang, Chiang, Chin, Chow, Chung, Lee, Louie, Lum, Wong and Woo. Generally, the usage of Chinese names is: Chiang Ching-kuo, Mr Chlang, Mrs. Chiang.
Japanese - While most Japanese names consist of a family name, followed by a personal name, it remains a sound practice to double-check individuals’ preferences as to the order they wish the parts of their name listed. (Most western publications, though, still Anglicize the order, listing personal name first, family name second.) Married women adopt their husbands’ names.

Common Japanese names include: Kawaguchi, Nakamura, Tanaka, Watanabe and Yamamoto. Generally, the usage of Japanese names is: Yamamoto Kenji, Mr. Yamamoto, Mrs. Yamamoto; Mishima Yukio, Mr. Mishima, Mrs. Mishima.

Koreans - Most Korean names consist of a family name followed by a two-part personal name. Check to be sure of the individual’s personal preference as to name order, and whether the parts are hyphenated, run together or separate. Married women in Korea usually do not adopt their husbands’ names, but Korean American women usually do. Many Korean Americans have already switched the order of their names so that their family name is last: You-Kyong Kim, Ms. Kim.

Kim, Park and Lee are common Korean family names. Generally, then, the usage of Korean names is: Rho Tae Woo, Mr. Rho, Mrs. Rho; Kim Il Sung, Mr. Kim, Mrs. Kim; Chun Doo, Hwan, Mr. Chun, Mrs. Chun. But: Syngman Rhee, Mr. Rhee, Mrs. Rhee.

Asian Indians - Most Asian Indian names follow standard, Anglicized usages with three important variances: In South India, two initials are used (V. V. Giri); the middle initial is generally regarded as an important part of an individual’s identity (Moraji R. Desai); women’s names consist of a first name, the initial of their father’s first name and the surname (Indira J. Nehru is the daughter of the late Jawaharal Nehru; after marriage, she became Indira F. Ghandi, the initial standing for her husband’s first name).

Pandit (scholar), Maulana (priest) and Sardar (nobleman or military officer) are commonly used as titles, though Pandit also may be a surname. Singh is a common Sikh family name.

Vietnamese - The first name given in Vietnamese names is the family name: Nguyen Van Thieu belongs to the Nguyen family; Ngo Dinh Nhu and Ngo Dinh Diem belonged to the Ngo family. But individuals are commonly referred to by their personal names, listed last: Pham Van Dong, Mr. Dong, Mrs. Dong; Nguyen Cao Ky, Mr. Ky, Madame Ky.

There are a small number—roughly a dozen—common Vietnamese family names (54% of all Vietnamese are named Nguyen; 31% are named Tran, Le, Pham, Vu, Ngo, Do, Hoang, Dao, Dang, Duong or Dinh, the Los Angeles Times stylebook notes). Van is a common middle name for men; Thi is a common middle name for women. Married women retain their family name but it is appropriate to identify them by using Mrs. and the last part of their husband’s names (see previous examples).

There is one important exception to these usage suggestions: the late Ho Chi Minh (a nom de guerre for “He Who Enlightens”); Ho is the preferred second reference.

Cambodians - Most Cambodians list family name first, personal name second. Middle names are rare. It, generally, is appropriate to use both name parts on second reference: Premier Pol Pot, Mr. Pol Pot; Keo Saroeurn, Mr. Keo Saroeurn. Married women retain their family name but it is appropriate to identify them using Mrs. and their husband’s personal names (Mrs. Pol, Mrs. Keo). Exception: Norodom Sihanouk, Prince Sihanouk.

Thais - Most Thai names have just two name parts, family name last. But spellings of the parts may be exceptionally long by Western standards. Thais tend to be known by their personal name, listed first,
even on second reference: Prapass Charusathira, Mr. Prapass, Mrs. Prapass; Prem Tinsulanonda, Mr. Prem, Mrs. Prem. Thai royal names actually are written as one long Thai word and are broken up only for the convenience of foreigners. They usually consist of seven syllables; the break usually occurs after the third syllable.

**Laotians**—Most Laotians list a family name first and a personal name second. Spellings of the name parts may be long by Western standards. Except for royalty, most Laotians should be described on second reference by their family name, listed first: Kaysone Phomvihan, Mr. Kaysone, Mrs. Kaysone; Kong Le, Mr. Kong, Mrs. Kong. Married women adopt their husbands’ family name and should be referred by them accordingly. The full name of Laotian royalty should be used on all references: Prince Souvanna Phouma, Mr. Souvanna Phouma; Prince Souphanouvong, Mr. Souphanouvong.

**Hmong**—Most Hmong names are brief, with two monosyllabic parts, the family name listed first and the personal name next. It generally is appropriate on second reference to use both name parts: Yang Chang, Mr. Yang Chang, Mrs. Yang Chang. Married women retain their family names, though it is appropriate to call them Mrs. and use their husband’s name. Common family names include: Chang, Chue, Fang, Her, Khang, Kue. Lor, Lee, Moua, Thao, Yang, Vue, Xiong and Yang.

**Indonesians**—Most Indonesian names have two parts, although some, including President Suharto, use only one. In most cases it is appropriate to use the last part of the name on second reference: President Sukarno, Mr. Sukarno, Mrs. Sukarno, - A.H. Nasution, Mr. Nasution, Mrs. Nasution; Ali Sastroamidjojo, Mr. Sastroamidjojo, Mrs. Sastroamidjojo.

Many Indonesians have Muslim names, which have their own special usages. If, for example, a filial indicator such as bin (meaning “son of”) appears, use the last part of the name before the indicator as a second reference. If no such filial indicator appears, use the last part of the name as a second reference. Names including Abu or Abdul should use that word plus the word immediately following as a second reference. Some Muslim names include a place name. The part of the name preceding the place name should be used on second reference: Abdullah Udjong Buloh, Mr. Abdullah.

**Malaysians**—Most Malaysians do not use surnames; their names are short and generally should be used in full on second reference: Mahathir bin Mohammed, Mr. Mahathir (bin meaning “son of”). As in Burma, honorifics (including such terms as Datuk, Dato, Tunku, Tun, Tan and Tan Sri) often accompany name parts and should be used sparingly, especially when listed with Western titles: Prime Minister Hussein bin Onn, Datuk Hussein bin Onn, Mr. Hussein.

Special care is required in handling names of Malaysian Chinese; their names follow personal preference. It also is necessary to use care in handling Malaysians with Muslim names, which customarily carry a filial indicator, such as bin. In these cases, only the name parts preceding the indicator should be used on second reference: Hussein bin Onn, Mr. Hussein, Mrs. Hussein,- Abdul Razak bin Hussein, Mr. Abdul Razak, Mrs. Abdul Razak.

**Burmese**—Most Burmese names consist of two, one-syllable parts. In such cases, use the full name on second as well as first reference. When the name consists of more than three parts, use the last two on second reference. Use care with Burmese names, which contain honorifics among them, including: Daw for older women; Maa for younger women; and Naw, Saw, U and Maung for men. Such honorifics may be appropriate on first reference, when not piled atop another title: U Ne Win or President Ne Win. But drop the honorifics on second reference. Maung and U also are either honorifics or name elements: Maung U Shan Maung, Mr. Shan Maung.