

GMAP Internship Report / GMAP インターンシップ報告書

No. 2023-02

I. Basic information / 基本情報

- 1) Name / 名前 : Yumeka Uchiyama
- 2) Enrolled year / 入学年 : 2022
- 3) Period of internship / インターン期間 : 17th August 2023 – 13th September 2023
- 4) Place of internship / インターン場所 : Jeff Leong, Poon & Wong (JLPW)
- 5) Person who accepted your internship / インターン受入担当者 : Mr. Jeff Leong
- 6) Content of work in your internship / インターン中の作業内容
 - Preparation for Queries List
 - Revising and checking documents
 - Adding comments on Verification note
 - Attending clients meeting
 - Compilation of the Due Diligence Working Group report

II. Details and impressions / 詳細と感想

Including the following points: merits, demerits, lessons, contribution to your future career, personal experience etc.

1. Details of my work

During my internship, I worked at the corporate department which focuses on matters regarding shares of companies. Most of my work experience was related to matters regarding such as M&A, IPO and considering a share scheme of a company. My first task was helping preparation for Queries List to request outstanding information for a company's secretary. I made a note to remind the company to prepare specific document. The other tasks were related to making Due Diligence Working Group report for IPO and a share scheme of a company. I checked some documents and added comments on Verification Note to get a person's signature. I also had a chance to attend a meeting, which was called "verification meeting" to get a confirmation by a client and ask whether information in the Due Diligence Working Group report was accurate or not.

In order to do these tasks, my supervisor gave me a detailed explanation about procedure for compliance due diligence in advance. She also taught me about the importance of following strict rules and procedure. It was very helpful for me to understand what procedures go through for IPO and what meanings my tasks had.

I was also given opportunities to attend internal meeting by Mr. Jeff Leong and a JLPW lawyer. The content of the meetings was for the lawyers who work at the firm. One of the topics of the meeting was what are important elements to be a good lawyer in the field of cross border business and how to get legal writing skill. The meetings were interesting for me because I could find out what lawyers think about their work and how it can be improved by themselves.

2. Contribution to my future career

As for my future career, I will start working in the legal/compliance department at a company next year. I can definitely say the internship will be valuable for me. One of the biggest reasons is that I understand the importance of a company having social responsibilities and acting in accordance with corporate ethics as well as complying with laws and regulations in its day-to-day business operations. In the context of IPO or M&A situations, a company is examined from legal issues and risks in its business activities, such as its stock, assets, transactions, and litigation history. Therefore, maintaining sound corporate activities and mitigating the risk of litigations in daily business operation are essential to increase the value of the company itself in case of those situations. Thanks to the work I was involved in during this internship, I was able to gain a deeper understanding of the essence and significance of my future work.

The other reason of the internship contributing my future work is that I was able to envision working in a legal/compliance department in the future. Firstly, I learned skills required for legal work by seeing lawyers' work. I realized communication skill is quite important in legal work. Although legal work often deals with documents, such as reviewing and drafting contracts, I understand that it also requires the ability to explain the complex laws and procedures with clients and colleagues in the everyday workplace in a way that is easier to understand. Secondly, I was able to get to know the structure of a company. Since I have a lot of opportunities to read documents including information about the structure of a company, shares, and directors, I could see how a company actually works in practice. For these reasons, my work experience during the internship was precious and I will make use of it in my future career.



3. Personal Experience

During my stay in Malaysia, JLPW lawyers took me to some places after their work and on the weekends. Thanks to them, I enjoyed not only doing the internship but also going sightseeing outside the work. Some of the places I visited with them are Kanching Waterfalls, night market, and a theme park in Genting Highland. I definitely enjoyed these activities and local foods that I cannot find in Japan. The most interesting thing for me was cultural diversity in Malaysia. Walking around the town, I found there were many cuisines from various countries and people in Malaysia were talking in multiple languages.

I also joined sports activities with the lawyers after their work. They do sports after going for dinner together every week. I enjoyed golf and table tennis with them during my stay in Malaysia. Although I had never played golf before this sports event, they taught me how to do that. I was happy to join that activity for not only doing sports but also talking and communicating with many JLPW lawyers.



(Genting Highland)



(Night market)

4. Conclusion

I can definitely say the experience for one month was quite precious for me. Regarding my work in the internship, it was a good opportunity to know how law is used in practice. Since academic study usually focuses on the analysis of law, this internship helps me to deepen understanding of how law and act work in reality.

A stay abroad for one month is also great experience for me because I had never stayed by myself for such a long period before the internship. I was a little nervous before starting the internship, but I quite enjoyed experiencing the different culture in Malaysia. I am very glad to spend wonderful time during my stay.

Finally, I would like to express my gratitude to JLPW. Thanks to support by JLPW lawyers, I spent wonderful time in Malaysia. I appreciate them for giving me such a great opportunity. I would like to make the most of what I have learned during the internship.

(2023.09.21)