

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

No. 2016-09

### I. Basic information / 基本情報

- 1) Name / 名前 : Li Shengjun
- 2) Enrolled year / 入学年 : 2015
- 3) Period of internship / インターン期間 : 25 February 2017 ~ 24 March 2017
- 4) Place of internship / インターン場所 :  
China International Economic and Trade Arbitration Commission
- 5) Person who accepted your internship / インターン受入担当者 : Jie Wang
- 6) Content of work in your internship / インターン中の作業内容 :  
International Commercial Arbitration

### II. Details and impressions / 詳細と感想

#### 1) Details / 詳細

##### Case management

##### a) Notification

Notice the parties and the arbitrator about starting Arbitration and other procedure.

##### b) Transmission

Pass on materials from the parties to the other parties and the Arbitrator.

##### c) Prepare for Arbitral tribunal

Prepare for Arbitral tribunal and record the tribunal records.

##### d) Edition

Write down the procedure of Arbitral tribunal in the awards and check the awards, if they have some mistakes about numbers and wrongly written characters.

#### 2) Impressions / 感想

CIETAC is the biggest international commercial arbitration institution in China. CIETAC held not only domestic cases but also international cases. Staffs in CIETAC gave interns a lot of chances to learn and practice how to assist for case management. In CIETAC, I learned not only how to perform

the duty as a case manager but also leaned how to perform the duty in tribunal as an attorney. I believe that the experience of doing intern in CIETAC will be my great asset in the future.



(Date: 31 March, 2017)