A-12013/01/2016-Adm.1B
Government of India
(NITI Aayog)

New Delhi, 03rd October,2017

Subject :- NITI Internship Scheme

In supersession of the previous guidelines dated 09-08-2017, NITI Aayog announces the revised NITI Internship Scheme. This Scheme seeks to engage students pursuing Under Graduate/Graduate/Post Graduate Degrees or are Research Scholars enrolled in recognized University/Institution within India or abroad, as "Interns". These *"interns"* shall be given exposure to various Verticals/Divisions/Units within NITI Aayog and would be expected to supplement the process of analysis within NITI Aayog through empirical collection and collation of in-house and other information. For the "*Interns*" the exposure to the functioning of the Indian Government may be an add-on in furthering their future interests.

2. The internship will be on unpaid basis.

3. The Scheme

3.1 Name of the Scheme: The NITI Internship Scheme.

3.2 Purpose: To allow short term exposure of "selected candidates" with the different Verticals/Divisions/Units of NITI Aayog, Government of India as *'Interns'*. A list of domains/areas for which Internship is invited is enclosed as *Annexure 'A'*.

3.3 Objectives of the Scheme: The Scheme has the following stated objectives:

a. To allow young academic talent to be associated with the NITI Aayog's work for mutual benefit.

b. The "*Interns*" shall have an opportunity to know about the Government functioning and Developmental Policy issues

in Government of India and contribute to the Policy formulation by generating policy inputs such as empirical analysis, briefing reports, policy papers, etc.

3.4 Internship:

(i) Internship shall be available throughout the year based on the requirements of NITI Aayog.

(ii) Eligibility: The following category of applicants are eligible to apply for the internship. The applicant should be pursuing Graduation/Post-Graduation/ Research from any recognized University/ Institution within India or abroad.

(iii) Period: The period of Internship shall be at least six weeks but not exceeding three months. Interns not completing the requisite period will not be issued any certificate.

(iv) Experience Certificate: A certificate regarding successful completion of Internship shall be issued by the Adviser of the concerned Subject Division in the enclosed format at *Annexure 'B'*.

3.5 Logistics & Support: Interns will be required to have their own laptops. NITI Aayog shall provide them working space, internet facility and other necessities as deemed fit by the concerned Heads.

3.6 Procedure for Applicants:

(i) Interested applicants may apply **online only** in the address link to be indicated in the website of NITI Aayog during 1st to 10th of every month for internship likely to commence from the following month.

(ii) Interns must also clearly indicate the area of interest.

(iii) A candidate can apply for internship only once during a financial year. The application will be valid for consideration for the entirety of the financial year in which the application is made.

(iv) At the time of joining on selection, applicants shall be required to produce a letter from their Supervisor/ Head of Department/Principal, indicating their status in the Institution and "No Objection" for allowing their student to undergo Internship programme for the period for which he or she is selected.

3.7 Procedure for Selection and Other Modalities of the Scheme:

(i) All the applications received online will be forwarded to the concerned Heads of Verticals/Units/Divisions and OSDs/ Senior Consultants/ Consultants in NITI Aayog for further scrutiny and selection. The concerned Heads may take into account the applications for the current financial year while selecting suitable interns.

(ii) The Heads of Verticals/Divisions/Units can take a maximum of 3 (three) interns for Internship at a time. This number may be relaxed beyond 3(three) with the permission of CEO, NITI Aayog. After selection of the candidates, the concerned Division will send the offer of internship directly to the selected candidate under intimation to the Administration. The decision of the Adviser regarding the suitability of a candidate as intern shall be final and binding.

(iii) Depending upon the number of applications received against a particular domain/area, NITI Aayog reserves the right to fix up the eligibility criteria, limit the number of applicants to be called for a particular period and to decide about the mode of screening thereof.

(iv) The concerned heads of Verticals/Divisions/Units and OSDs/ Senior Consultants/ Consultants shall be personally responsible for ensuring that the work programme and output mutually agreed upon with the Intern is satisfactorily completed. Interns shall be required to submit a brief report/paper at the end of their assignment to the Heads of the concerned Verticals/Divisions/Units and OSDs/Senior Consultants/ Consultants about their learning experience.

(v) Seminars/presentation can be conducted by the concerned Heads of particular Verticals/Divisions/Units and OSDs/ Senior Consultants/ Consultants for their interns.

(vi) The attendance record and the details of work

supervision shall be maintained by the Heads of the Verticals/Divisions/Units and OSDs/ Senior Consultants / Consultants.

(vii) It may be strictly observed that the conduct of the interns and their access to data shall be the sole responsibility of the concerned Advisers/Heads only.

3.8 Scheme Review: NITI Aayog reserves the right to review the scheme at any time. The Scheme so reviewed will be placed on the website of NITI Aayog.

3.9 Relaxation: CEO, NITI Aayog will have the power to relax any of the conditions mentioned above, in respect of any deserving candidate.

4. This issues with the approval of Vice Chairperson, NITI Aayog.

(Shashi Pal)
Dy. Secretary (Admn.1B)

Annexure "A"

Domains/Area Available for Internship

Domains/Area

- Agriculture
- Communications and Information
- Communications and Social Media
- Data Management and Analysis
- Development Policy
- Economics
- Energy Sector
- Environment & Forests
- Finance
- Foreign Trade/Commerce
- Health, Nutrition, Women and Child Development
- Human Resources Development
- Industry
- Infrastructure (Rural/Urban)
- Macro-Economics
- Perspective Planning, Poverty Alleviation
- Programme Evaluation
- Research
- Rural Development, Drinking Water
- Science and Technology
- Skill Development & Employment
- Social Sector
- Transport Sector
- Water Resources

Annexure "B"

FORMAT OF INTERNSHIP COMPLETION CERTIFICATE

(To be given on Letter Head)

Dated: <Date>

TO WHOMSOEVER IT MAY CONCERN

This is to certify that <Mr./Ms.>_____ a student of <University/Institution> has successfully completed <his/her> Internship with NITI Aayog, Government of India from _____to_____. During the period of Internship he/she worked under_____ in the following areas.

(i)

(ii)

2. <He/She> has shown special flair for_____ and <his/her> performance in preparation of the report has been rated as _____.

3. During the period of <his/her> internship programme <he/she> was punctual and hardworking.

4. I wish <him/her> every success in <his/her> life and career.

(Signature)
<Adviser>