

Rajgarh Abhyuday Internship Scheme (for NITI Aayog Aspirational district programme)

This Scheme seeks to engage students pursuing Under Graduate/Graduate/Post Graduate Degrees or are Research Scholars enrolled in recognized University /institution within India, as "Interns". These "*interns*" shall be given exposure to various verticals/Divisions/Units of District Rajgarh for NITI Aayog Aspirational district programme and would be expected to supplement the process of analysis for NITI Aayog indicators through empirical collection and collation of in-house and other information.

For the "*Interns*" the exposure to the functioning of the Government may be an add-on in furthering their future interests.

2. No stipend will be given for internship

3. The Scheme

3.1 Name of the Scheme: Rajgarh abhyuday Internship Scheme (for NITI Aayog Aspirational district programme)

3.2 Purpose: To allow short term exposure of "selected candidates" with the different Divisions/Units of District rajgarh for NITI Aayog Aspirational district programme , as '*Interns*'.

A list of domain 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 District Rajgarh for NITI Aayog Aspirational district programme 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/State govt 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 District rajgarh for NITI Aayog Aspirational district programme

(ii) **Eligibility:** The following category of applicants is eligible to apply for the internship.

The applicant should be pursuing Graduation/Post-Graduation/Research from any recognized University Institution within India

(iii) **Period:** The period of Internship shall be at least 3month but not exceeding six 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 Collector Rajgarh in the enclosed format at *Annexure 'B'*:

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

3.6 Procedure for Application:

(i) Interested applicants may apply **online only** in the address link to be indicated in the website of District Rajgarh (www.rajgarh.nic.in) 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 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 Committee of Heads of District/Department and Senior Consultants in the district for further scrutiny and selection.
- (ii) Committee of Heads of District/Department can take a maximum of 3 (three) interns for a domain for Internship at a time. This number may be relaxed beyond 3(three) with the permission of Collector Rajgarh.
- (iii) After selection of the candidates, the Nodal officer NITI aayog Rajgarh will send the offer of internship to the selected candidate ,the decision of the Collector regarding the suitability of a candidate as intern shall be final and binding.
- (iv) Depending upon the number of applications received against a particular domain area, Collector 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.
- (v) The concerned heads of Department 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
- (vi) The attendance record and the details of work supervision shall be maintained by the Heads of the department
- (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 Department heads only.

3.8 Scheme Review: Collector rajgarh reserves the right to review the scheme at any time. The Scheme so reviewed will be placed on the website district rajgarh.

3.9 Relaxation: collector rajgarh 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 Collector Rajgarh.

Annexure 'A'

Domain Area Available for Internship

- 1- Health, Nutrition, Women and Child
- 2- Education
- 3- Agriculture and water resources
- 4- Financial inclusion
- 5- Skill Development & Employment
- 6- Basic Infrastructure
- 7- Data Management and Analysis
- 8- Communications and Social Media
- 9- Research
- 10- Social Sector

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 District Rajgarh on **Rajgarh abhyuday Internship Scheme (for NITI
Aayog Aspirational district programme)** fromto..... .

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 various analytical 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
Collector Rajgarh