

KALPANA SHARMA  
JOINT SECRETARY



(20) 183  
13/7/16

LOK SABHA SECRETARIAT  
PARLIAMENT OF INDIA

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*for posting on the  
website*  
2/7/16

*and N.B*

No.1/INT/BPST/2016

Dated the 2<sup>nd</sup> July 2016

**Subject: Lok Sabha Internship Programme 2016-2017**

Sir/Madam,

Hon'ble Speaker, Lok Sabha has approved a Lok Sabha Internship Scheme which is being conducted by Lok Sabha Secretariat. Under the Scheme, there will be two types of Internships (i) Student Internship of one month's duration; and (ii) Regular Internship of three months for Post Graduates.

In this connection, I am forwarding herewith information relating to Internship Programme. It is requested that the enclosed details regarding the Internship Programme may kindly be given wide publicity and brought to the notice of the interested students in your University/Colleges/Departments.

Regards,

*KNSP*

Yours faithfully

*Kalpana Sharma*

( KALPANA SHARMA)

The Vice-Chancellor  
Nalanda Open University  
Biscomum Bhawan  
West Gandhi, Maidan, Patna  
Bihar-800001

**PARLIAMENT OF INDIA  
LOK SABHA SECRETARIAT  
(Bureau of Parliamentary Studies and Training)**

**LOK SABHA INTERNSHIP PROGRAMME**

Applications are invited in the prescribed format for 25 Internship Positions for a duration of three months and 25 Internship Positions for a duration of one month in the Lok Sabha Secretariat. The Internship Programme is aimed to provide an opportunity to young talent in the country with outstanding academic credentials for acquainting them with the working of parliamentary democracy through Parliamentary Internship and to train them to contribute towards generation of research inputs for members of Parliament. This Internship would expose the selected Interns to the constitutional and legal provisions with respect to working of Parliament and while contributing to the research inputs, they shall gain valuable experience of parliamentary democracy at work.

**I. Three-month Internship**

**Duration:** The duration of the Internship Programme will be three months starting from 01 December 2016 to 28 February 2017.

**Eligibility:**

**Qualifications:** The Internship shall be open to Indian citizens between 21 and 30 years of age as on 31 July 2016, provided they have outstanding academic record in disciplines such as Social Sciences, environment, law, journalism, finance, management, languages, etc. In exceptional circumstances, the Internship Committee may also allow students who are pursuing doctoral study to undergo internship. The applicant should have completed a two-year Post-Graduate Degree.

**II. One-month Student Internship:**

**Duration:** Dates for Student Internship Programme will be from 14 December 2016 to 13 January 2017.

**Age:** The applicant should not be less than 18 years of age and more than 30 years as on 31 July 2016.

**Qualification:**

The applicant should be a student pursuing graduation/post graduation. The applicant should submit a recommendation letter from the Principal of the College/Head of the

Institution she/he last attended or is enrolled in to pursue higher studies along with the completed application form. The applicant must also submit a brief statement in 250 words which should *inter alia* state why she/he intends to join the Internship Programme; her/his career goals; and how the Internship will help her/him in achieving those goals. An application received without the statement will not be considered.

**Reservation for Candidates belonging to SC, ST and OBC:**

Reservation of Internship positions belonging to the categories of SC, ST and OBC shall be made as per the extant policy. Candidates belonging to the above categories should attach requisite certificate issued by the Competent Authority in support of their claim.

**Stipend and Other Facilities:** In case of the three-month Internship, the Intern may be paid an amount of Rs. 20,000/- (Rs. Twenty Thousand only) per month. A sum of Rs. 10,000/- (Rs. Ten Thousand only) meant for stationery and typing expenses may be granted as one-time expenditure during the last month of the Internship to facilitate the completion of the project.

In case of one-month Student Internship, the Intern will be paid a lump sum amount of Rs. 25,000/- (Rs.20,000/- as stipend and Rs.5,000/- for stationery and typing expenses). The Lok Sabha Secretariat will not provide any accommodation/transport facilities to the Intern and the Intern may have to make her/his own arrangements for accommodation/transport during the term of the Internship Programme.

The selected Interns will have to sign a Memorandum of Undertaking and conditions attached thereto separately. The Lok Sabha Secretariat shall have the right to cancel the Internship awarded to any Intern, without stating any reason, during the course of the Internship at any point of time.

The Lok Sabha Secretariat shall award a Certificate to the Interns on the successful completion of the Internship Programme.

The completed application in the enclosed format should reach the Director, Bureau of Parliamentary Studies and Training (BPST), Lok Sabha Secretariat, Room No. F-076, Parliament Library Building, New Delhi-110001, latest **by 31 July 2016**.

## APPLICATION FORMAT

1. Name (in block Letters): \_\_\_\_\_
2. Parents'/Spouse's Name: \_\_\_\_\_
3. Residential address:  
(a) Present: \_\_\_\_\_  
(b) Permanent: \_\_\_\_\_  
(c) E-mail: \_\_\_\_\_
4. (a) Date of Birth: \_\_\_\_\_  
(b) Age as on \_\_\_\_\_ (years) \_\_\_\_\_ (months) \_\_\_\_\_ (days)

**Attach  
passport size  
photograph**

5. Academic qualifications: (including professional/technical qualifications, if any)

Sl. No.	Exam. passed	Board/University	Subjects studied	Year of Passing	% of marks	Division obtained
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)

6. Whether belonging to SC/ST/OBC? (Yes/No) \_\_\_\_\_ SC( ) ST( ) OBC( )
7. Details of articles/publications, if any:
8. Proficiency in computer applications:
9. Professional experience, if any (In case the applicant is working with any Government organisation, the application shall be routed through the proper channel).
10. Any other relevant information in support of the candidature of the applicant, with documentary evidence.

11. **DECLARATION**

I declare that I fulfill the eligibility conditions as per the advertisement and that all the statements made in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility conditions according to the requirements mentioned in the advertisement, my candidature/Internship is liable to be cancelled/terminated.

**PLACE:**

**DATE:**

**(SIGNATURE OF THE APPLICANT)**