

Sub: Summer Internship for the Under Graduates of Engineering and Management Studies.

IRCON has decided that during the year 2018-19, summer internship would be allowed to students who are undergoing Engineering, Management and other professional Degrees / Diploma etc. on the following terms & conditions:

1. Summer internship will be offered to only those candidates who are yet to complete the Degree / Diploma and not to those who have passed their final examination and have left the Institution. Preference will be given to the wards of IRCON's employees.
 2. The duration of summer internship shall not be more than 12 weeks.
 3. No fees will be charged from the trainees.
 4. No remuneration in the form of stipend, salaries or allowances of any kind will be paid to the trainees by IRCON.
 5. Any loss or damage to equipment and fittings that may be caused by the trainee during the course of training in workshop etc. should be indemnified by the Parent/Guardian of the student.
 6. The trainee will be under the administrative control and discipline of the Head of Unit/Office/Project concerned.
 7. The trainee will not be treated as employee of IRCON and as such will not be entitled to any compensation or damages from IRCON for any injury to him/her or his/her properties etc. during the period of summer internship.
 8. The trainees will have to conform to all general rules and regulations of Discipline and Conduct Rules of IRCON.
 9. The internship course shall not confer any claim/right for employment in any office / project under the administrative control of IRCON.
 10. At the time of reporting for summer internship, trainee is required to submit a declaration in the prescribed proforma, copy enclosed, from the Institute where the student is pursuing the studies.
 11. On successful completion of the summer internship, the trainee will have to submit a report giving their feedback including ideas /suggestions for innovation etc. A certificate will be issued to the trainee by IRCON.
 12. IRCON may terminate the summer internship of the candidate at any time, as deemed fit, without assigning any reason. The decision of the IRCON shall be final in this regard. Also an intern can leave the programme, if he/she desires, giving prior notice of 7 working days to the controlling officer. No certificate shall be awarded to such intern.
-

FORMAT FOR DECLARATION BY TRAINEE

With reference to the offer for internship vide letter No. _____ dated _____, I hereby undertake the following that:

- i) I will be doing internship from _____ to _____ at _____
(Name of the Project / Office).
- ii) I am not entitled to any remuneration in the form of stipend, salary or allowance of any kind by IRCON.
- iii) I would be abiding by all General rules and regulations of discipline and conduct Rules of IRCON.
- iv) I am liable to compensate to IRCON for any loss or damage to equipment and fittings that may be caused during the course of training.
- v) I will not be treated as employee of IRCON and as such will not be entitled to any compensation or damages from IRCON for any injury to me or to my property etc.
- vi) I agree to be under the administrative control and discipline of the Head of Unit/office/ Project concerned.
- vii) I will not claim any advantage for employment in IRCON in future on the basis of the internships.

Date

Name

Institute:

Course:

Declaration by the Parent / Gurdian of Trainee

_____ (name of the Parent / Gurdian) undertakes to indemnify IRCON for any loss or damage to equipment and fittings that may be caused by Mr./Ms. _____ (name of the trainee) during his/her internship with IRCON.

Date

Signature
Name

Countersigned by

(Authorised Signatory)
For Head of the Institute
Stamp

IRCON INTERNATIONAL LIMITED
Application for Student's Training
(Summer Internship Training)

Affix recent
Passport size
Photograph

Details of the trainee (Strike out whatever is not applicable)

Name (in capital) _____

Date of Birth _____ Gender: M/F, Catedgory: Gen/SC/ST/OBC/Others

Address _____

Mobile No. _____ E-mail _____

Father/Mother's Name: _____

Father/Mother's Occupation: _____

If employee of IRCON

Designation _____ Place of Posting _____

Mobile No _____ E-mail _____

Academic Details:

Name of the Present Institute _____

Name of the Present Course _____

Present Semester/year _____

Last semester % age _____ %age of 10+2: _____ (Attach proof)

I _____ son/ daughter of _____ request the i/c nodal agency for granting me the permission to undertake student's training at IRCON- Corporate Office/ Site Office. I have not undergone any student's training in IRCON, of similar type before.

Date _____ (Signature of applicant)

I shall be responsible for the applicant's conduct and discipline during the students training at IRCON.

(Signature of Parents/ Guardian)

NOTE:

- a) Certificate Copy (In case of SC/ST/OBC/)
- b) The application to be submitted with sponsorship letter from Institute.
- c) Trainee is not entitled to any remuneration in the form of stipend.
- d) Trainee will not claim any advantage for any employment.
- e) Trainee is liable to compensate to IRCON for any loss or damage to equipment and fittings that may be caused during the course of training.
- f) Trainee will not be treated as employee of IRCON and will not claim any compensation or damages from IRCON on any injury during the training.