**APPENDIXC**

**PROFORMA OF APPLICATION FOR BIS INTERNSHIPSCHEME**

Affix recent photo

(to be cross-signed by the applicant)

1. NameandAddressoftheInstitution :
2. ContactdetailsoftheInstitution :

*(ContactPerson’sNameandDesignation,Email,Phone)*

1. Name ofthe Student :
2. ContactDetailsof the Student

Address :

Email :

Mobile :

1. DateofBirth (in dd/mm/yyyy) :
2. Nationality :
3. EducationalQualifications *(10thClassonwards)* :

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl.No. | NameofInstitute/ Board/University | Examination Passed | Month/Yearof Passing | Marks Obtained (Percentage/CGPA) | Subjects |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

1. Coursepresentlybeingpursued :

(*Attach NOCfromInstitution,asper Annexure II*)

1. Current Year/Semester :
2. (i) Average Marks(%)orCGPAin all the years/ :

semesters whose results have been declared till the

date of application

(ii) Marks (%) or CGPA in graduation :

(iii) Marks (%) in the last year of integrated five :

 year course in law

(Fill one of the above options which is applicable as per **2.2**)

 **contd./-**

1. PeriodsuitableforInternship :

*(Indicate the duration in Day, Month &Year, for example,*

*15 May XXXX to 15 July XXXX)*

1. Choice of locationforworkingasIntern\* :

*(Indicate3 options out of the cities listed in Annexure IIIinthe*

*order of preference)*

*(\*Applicable for Engagement of Interns for Departments/Offices*

*other than BIS-HQ, New Delhi.)*

**DECLARATION**

I herebydeclarethattheinformationfurnishedaboveistrue,completeand correct to the best of my knowledge and belief. I understand that in the event of my information being foundfalseorincorrectatanystage,mycandidature/engagementshallbeliabletocancellation/termination without notice or any compensation in lieu thereof. I agree to the terms and conditions of Internship at **Annexure I**.

Place: (**Name and Signatureofthe Student)**

Date:

\*\*\*\*

**AnnexureI**

**TERMSANDCONDITIONSOF INTERNSHIP**

1. The Interns shall be willing to carry out the project at the station for which selected, irrespective of the choice of location(s) indicated in the application proforma.
2. The Intern, under no circumstances shall claim to become the employee of BIS. Nothing in this Scheme shall create, or be deemed to create, a partnership or the relationship of employer and employee between BIS and the Intern.
3. The Interns shall be duty-bound to follow the methodology and instructions given by the BIS and adhere to the time-frame for various aspects of the project.
4. The Internsshall berequiredto submittheReportfortheProject,tothe concerned BIS authority failing which s/he would not be issued the Certificate of Internship.
5. Interns shall not divulge or disclose to any person, any details of BIS office(s), security arrangements, administrative/operational process, any technical know-how, and other organizational matters.
6. Interns shall maintain confidentiality of data and shall not divulge or disclose to any person, any details of the manufacturer or other organizations collected/obtained as part of the internship project.
7. Internsshall beliableforcostsaccruedon accountofanylossthatmightbecausedto BIS due to lapse on his/her part while discharging in willful or accidental manner including fraud, etc.
8. Any violation of instructions or suppression of facts or disclosure of BIS matters, records,documents,IndianStandards,SpecialPublications,etc inhardorsoftformto an outsider shall lead to termination of Internship without anyreference.
9. TheBISshallbewithin itsrighttoterminatetheInternship forthwithortakeanyother action without assigning any reason whatsoever.
10. Anyor allthe termsandconditionscan bechangedwith theapproval of DG,BIS.

**AnnexureII**

**FORMAT FOR NOC TO BE OBTAINED FROM INSTITUTION/UNIVERSITY**

(To be given on Letter Head)/To be signed by Head/Principal/Registrar of the Institution/University

**Dated:**

**Subject: No Objection Certificate for BIS Internship Programme**

It is certified that <Shri/Smt./Ms.> is a bonafide student <College/Institute/University ID No. \_\_\_\_> of <Semester/Year> of <Name of the course/programme> of this <Institution/University>

We certifythat his/her candidature for Internship at Bureau of Indian Standards, submitted in the prescribed proforma along with the acceptance of Terms and Conditions is duly endorsed by our University/Institution and we have no objection to his candidature being considered. It is also certified that as per our record the information given by him/her is true and he/she bears good moral conduct.

The Institute/University has no objection for doing the Internship programme at BIS for the period from <\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_>. It is also certified that he/she is not registered/will be registered for any course/assignment requiring his/her attendance in the class during the said period.

**(SignatureofHead/Principal/Registrar**

 **of the Institution/Universitywith**

 **Name,ContactNo.&OfficialSeal)**

**AnnexureIII**

**LIST OF CITIES FOR SELECTING CHOICE OF LOCATIONS FOR INTERNSHIP FOR CONFIRMITY ASSESMENT**

|  |  |  |
| --- | --- | --- |
| 1. Bhopal
2. [Delhi](https://www.bis.gov.in/index.php/branches/central-region-office/central-region-office/)
3. Ghaziabad
4. [Jaipur](https://www.bis.gov.in/index.php/branches/central-region-office/jaipur-branch-office/)
5. [Lucknow](https://www.bis.gov.in/index.php/branches/northern-region-office/lucknow-branch-office/)
6. [Noida](https://www.bis.gov.in/index.php/branches/central-region-office/noida-branch-office)
7. [Chandigarh](https://www.bis.gov.in/index.php/branches/northern-region-office/northern-region-office/)
8. [Dehradun](https://www.bis.gov.in/index.php/branches/northern-region-office/dehradun-branch-office/)
9. [Faridabad](https://www.bis.gov.in/index.php/branches/central-region-office/faridabad-branch-office/)
10. [Himachal Pradesh](https://www.bis.gov.in/index.php/branches/northern-region-office/himachal-pradesh-branch-office/)
11. [Jammu & Kashmir](https://www.bis.gov.in/index.php/branches/northern-region-office/jammu-kashmir-branch-office/)
 | 1. [Bhubaneswar](https://www.bis.gov.in/index.php/branches/eastern-region-office/bhubaneswar-branch-office/)
2. [Guwahati](https://www.bis.gov.in/index.php/branches/eastern-region-office/guwahati-branch-office/)
3. [Jamshedpur](https://www.bis.gov.in/index.php/branches/eastern-region-office/jamshedpur-branch-office/)
4. [Kolkata](https://www.bis.gov.in/index.php/branches/eastern-region-office/eastern-region-office/)
5. [Patna](https://www.bis.gov.in/index.php/branches/eastern-region-office/patna-branch-office/)
6. [Raipur](https://www.bis.gov.in/index.php/branches/eastern-region-office/raipur-branch-office/)
7. [Bengaluru](https://www.bis.gov.in/index.php/branches/southern-region-office/bengaluru-branch-office/)
8. [Chennai](https://www.bis.gov.in/index.php/branches/southern-region-office/southern-region-office/)
9. [Madurai](https://www.bis.gov.in/index.php/branches/southern-region-office/madurai-branch-office/)
10. [Coimbatore](https://www.bis.gov.in/index.php/branches/southern-region-office/coimbatore-branch-office/)
11. [Hyderabad](https://www.bis.gov.in/index.php/branches/southern-region-office/hyderabad-branch-office/)
 | 1. [Hubli](https://www.bis.gov.in/index.php/branches/southern-region-office/hubli-branch-office/)
2. [Kochi](https://www.bis.gov.in/index.php/branches/southern-region-office/kochi-branch-office/)
3. [Vijayawada](https://www.bis.gov.in/index.php/branches/southern-region-office/vishakapatnam-branch-office/)
4. [Ahmedabad](https://www.bis.gov.in/index.php/branches/western-region-office/ahmedabad-branch-office/)
5. [Surat](https://www.bis.gov.in/index.php/branches/western-region-office/surat-branch-office/)
6. [Mumbai](https://www.bis.gov.in/index.php/branches/western-region-office/western-region-office/)
7. Nagpur
8. [Pune](https://www.bis.gov.in/index.php/branches/western-region-office/pune-branch-office/)
9. [Rajkot](https://www.bis.gov.in/index.php/branches/western-region-office/rajkot-branch-office/)
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**AnnexureIV**

**LIST OF CITIES FOR SELECTING CHOICE OF LOCATIONS FOR INTERNSHIP FOR CONFIRMITY ASSESMENT**

|  |
| --- |
| 1. Central laboratory - Sahibabad
 |
| 1. Western Region Laboratory – Mumbai
 |
| 1. Southern Regional Laboratory – Chennai
 |
| 1. Eastern regional Laboratory – Kolkata
 |
| 1. Northern regional Laboratory- Mohali
 |
| 1. Patna Laboratory – Patna
 |
| 1. Bangalore Laboratory- Bangalore
 |
| 1. Guwahati Laboratory – Guwahati
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