Government of India

Ministry of Environment, Forest and Climate Change (MoEF&CC)

Indira Paryavaran Bhawan, 1st Floor
Prithvi Wing, Jor Bagh Road
New Delhi – 110003

File No.: A.33015/1/2019-P.I

INTERNSHIP SCHEME OF THE MINISTRY OF ENVIRONMENT, FOREST AND CLIMATE CHANGE

Important Notice

- **Only online applications will be considered.**
- **Physical applications will not be accepted.**
- Candidates who have already submitted physical applications may apply online.
- **Last Date to Apply:** 29 May 2025 (11:59 PM)

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1. Introduction

The Ministry of Environment, Forest and Climate Change (MoEF&CC) offers an Internship Scheme for students pursuing Graduation, Post-Graduation, or Research Programmes in recognized Universities/Institutions in India or abroad.

Selected interns will be attached to various Divisions/Units of the Ministry, Integrated Regional Offices, Autonomous Organizations, Subordinate Offices, and ENVIS Resource Partners & Hubs across the country.

The internship aims to provide exposure to government functioning while enabling interns to contribute through research, data collection, analysis, policy inputs, and preparation of reports.

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2. Scheme Details

2.1 Name of the Scheme

Ministry of Environment, Forest and Climate Change Internship Scheme

2.2 Purpose

To provide short-term exposure to selected candidates by engaging them as interns in various divisions and units of the Ministry.

2.3 Objectives

The scheme aims to:

1. Associate young academic talent with the Ministry's work for mutual benefit.
2. Provide interns an opportunity to understand government functioning, regulatory issues, and developmental policy matters.
3. Encourage interns to contribute through policy papers, empirical studies, reports, and analytical inputs.
4. Allow candidates to apply for internship only **once during a financial year**.

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3. Internship Conditions

3.1 Eligibility

Applicants must be pursuing:

- Graduation, or
- Post-Graduation, or
- Research Work

from a recognized University/Institution in India or abroad.

3.2 Duration

The internship period shall not exceed **three (3) months**.

3.3 Completion Certificate

A certificate will be issued upon successful completion of the internship by the concerned Divisional Head.

No certificate will be issued if the intern does not complete the prescribed internship period.

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4. Logistics and Support

Interns must bring their own laptops.

The Ministry will provide:

- Workspace
- Internet facilities
- Other necessary support, as deemed appropriate by the concerned Division Head

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5. Application Procedure

1. Applications must be submitted **online only** through the Ministry's portal.
2. Applicants must clearly indicate their preferred area of interest.
3. An applicant may apply in **only one discipline**.
4. At the time of joining, selected candidates must submit:
    - A letter from the Supervisor/Head of Department/Principal.
    - A No Objection Certificate (NOC) permitting participation in the internship.

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6. Selection Procedure

1. Applications received online will be scrutinized by the concerned Division/Unit.
2. An Internal Scrutiny Committee will evaluate candidates on merit.
3. Each Division/Unit may engage a maximum of **two interns per discipline** at a time.
4. The decision of the concerned Divisional Head shall be final.
5. Depending on the number of applications received, the Ministry may:
    - Modify eligibility criteria,
    - Restrict the number of candidates,
    - Decide the screening methodology.

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7. Responsibilities of Interns

Interns shall:

- Complete assigned work satisfactorily.
- Submit a report/paper at the end of the internship.
- Participate in seminars/presentations if required.
- Maintain discipline and professional conduct.

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8. Required Documents

Applicants must submit:

- Copy of Graduation/Post-Graduation Mark Sheet(s) or Degree Certificate(s)

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9. Preference

Preference will be given to students pursuing:

- M.Sc.
- PGDM from the Indian Institute of Forest Management (IIFM)

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10. Other Conditions

1. Interns must arrange their own:
    - Boarding and lodging
    - Transportation
    - Stationery
2. Internship does not guarantee employment in:
    - MoEF&CC
    - Any organization under its administrative control
3. Incomplete applications will be rejected.
4. Candidates who have already completed an internship under this scheme in any discipline are not eligible to apply again.

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11. Stipend

- **₹10,000 per month**
- No stipend will be paid if an intern leaves before completing one month.
- For periods beyond one month, payment will be made proportionately.
- Absence exceeding **three days in a month** will result in deduction of stipend proportionate to excess days.

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12. Internship Schedule

Internships are conducted twice every financial year:

1. **Summer Internship**
2. **Winter Internship**

Schedules are published periodically on the Ministry website.

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13. Selection Criteria

Selection shall be based entirely on **Merit**.

The list of selected candidates will be displayed on the Ministry's website.

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14. Review of Scheme

The Ministry reserves the right to review, modify, or discontinue the scheme at any time.

Updated provisions shall be published on the Ministry website.

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15. Power to Relax

The Secretary, Ministry of Environment, Forest and Climate Change, may relax any of the above conditions in deserving cases.

(S. P. Singh)
Under Secretary to the Government of India
Telephone: 011-20819194

Annexure-I: List of Disciplines

S. No.	Discipline
1	Botany
2	Marine Botany
3	Zoology
4	Chemistry / Chemical Engineering
5	Environmental Sciences / Environmental Engineering

S. No.	Discipline
6	Civil Engineering
7	Geography / GIS
8	Eco-system Sciences
9	Physics
10	Geology
11	Bio-Chemistry
12	Bio-Technology
13	Fisheries
14	Mechanical Engineering
15	Mining Engineering
16	Wildlife
17	Environmental Biology / Bio Resource
18	Biological Sciences
19	Forestry / Agro-Forestry / Livelihood
20	Climate Change
21	Environmental Law
22	Public Finance Management

Annexure-II

Internship Completion Certificate Format

(To be issued on official letterhead)

Date: _____

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Mr./Ms./Mrs. _____, a student of _____, has successfully completed his/her Internship with the Ministry of Environment, Forest and Climate Change, Government of India, from _____ to _____.

During the internship period, he/she worked under _____ in the following areas:

He/she has shown special aptitude in _____, and his/her performance in preparing the report has been rated as _____.

During the internship period, he/she was punctual, sincere, and hardworking.

We wish him/her every success in life and career.

Signature

Divisional Head