

केन्द्रीयसूचनाआयोग  
Central Information Commission  
बाबागंगानाथमार्ग/Baba Gangnath Marg,  
मुनिरका/Munirka  
नईदिल्ली/New Delhi 110067

F. No. 21/JS(Law)/CIC/Intern/2019

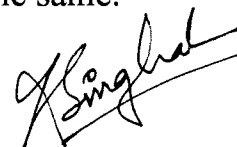
dated 31.07.2019

**Central Information Commission Internship Scheme, 2018**

1. In partial modification of Central Information Commission Internship Scheme, 2018 as notified vide no. 21/JS(Law)/CIC/Intern/2017, following para be added below existing para 3 as under:-

**3(A) Criteria for selection for internship:-** Interns are engaged in research work and are required to submit a research paper related to RTI Act, necessitating adequate level of legal aptitude and analytical capabilities. Hence, Interns will be selected on the basis of ranking in All India Entrance Examinations testing the legal aptitude and logical reasoning like Common Law Admission Test (CLAT), Undergraduate Entrance Test (UET) conducted by Banaras Hindu University, LLB Common Entrance Test conducted by University of Delhi, All India Law Entrance Test (AILET) conducted by National Law University of Delhi, etc.

2. All other terms and condition of the Scheme will remain the same.

  
(Yogesh Kumar Singhal)  
Joint Secretary(Law)  
31 July, 2019

Copy to:

- 1) PPS to CIC
- 2) PPS to IC (BJ)
- 3) PPS to IC (DP)
- 4) PPS to IC (YS)

- 5) PPS to IC (VN)
- 6) PPS to IC (NG)
- 7) PPS to IC (SC)
- 8) PA to Registrar, CIC
- 9) JS (Admn)
- 10) JS (MR)
- 11) PA to JS (Law)
- 12) Mr. Vikas Kumar, NIC- to upload on website of Commission.

F. No. 21/JS(Law)/CIC/Intern/2017

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नई दिल्ली/New Delhi 110067

**Central Information Commission Internship Scheme, 2018**

This Scheme seeks to engage Indian Nationals, who are Law students undergoing Graduate/ Post Graduate courses in recognized University/ Institution within India or abroad as "Interns". This internship is to help them in their studies and career.

**2. The Scheme**

**2.1 Name of the Scheme:** The Central Information Commission Internship Scheme.

**2.2 The Scheme:** To allow short term attachment of "eligible persons" with the Central Information Commission as "Interns". They shall be selected on the basis of their application and fulfillment of "eligibility" criteria. The internship will be on unpaid basis. Internship shall be available throughout the year, subject to requirement of Central Information Commission.

**2.3 Objectives of the Scheme:**

- a) Exposure of interns to the Commission's work.
- b) Generating inputs such as empirical analysis, briefing reports etc.

**3. Eligibility:**

- a) The applicant should be a citizen of India.
- b) The applicant should be a Graduate/ Post Graduate Student enrolled in recognized University/ college studying law as a discipline.
- c) **The applicant should submit No Objection Certificate(NOC) from his University /College to pursue internship with this Commission.**

**4. Duration of Internship:** The period of Internship shall be for a minimum period of 1 month but shall not exceed six months.

- 5. Logistics and Support:**
- (i) Intern will be required to have their own laptops.
  - (ii) CIC shall provide them working space, internet facility and other necessities as deemed fit.
  - (iii) Intern will mark their attendance on Biometric system.

- (iv) The intern will maintain discipline. Any violation will be viewed seriously and may result in termination of internship.
- (v) The intern will intimate the JS(Law) regarding topic allotted by Hon'ble CIC/IC or other officer with whom they are attached, within a period of 7 days from joining as intern.

5. **Expected outcomes from intern:-**

- (i) Learn the functioning of the Commission.
- (ii) Acquire basic knowledge about the RTI Act
- (iii) Submit a paper on topic allotted to him.
- (iv) Such other work as may be assigned.

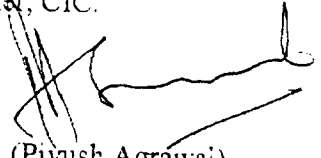
7. **Procedure on completion of tenure:**

- (i) The intern shall submit the paper, with the recommendation of Hon'ble CIC/ICs or other officer with whom he is attached
- (ii) The JS(Law), CIC will issue a certificate of successful completion of internship.
- (iii) The paper submitted by the intern will be the sole property of the Commission. The intern can use the same for their academic purpose only.

8. The Hon'ble CIC/IC or other officer may issue an appreciation letter to the intern, if he so desires.

9. Applications in the enclosed Proforma may be sent by the interested candidates by post or by hand to, Joint Secretary(Law), Central Information Commission, CIC Bhawan, 5<sup>th</sup> Floor, Baba Gangnath Marg, Munirka, New Delhi -110067.

10. This issues with the approval of Chief Information Commissioner, CIC.

  
(Piyush Agrawal)  
Registrar

- 1) JS(Admn)
- 2) JS(MR)
- 3) JS(Law)
- 4) Mr. Abhay Kumar Chawdhary, NIC- to upload on website of Commission
- 5) PA to Registrar, CIC

Copy to:

- 1) PPS to CIC - For information of CIC
- 2) PS to IC(YA) - For information of IC(YA)
- 3) PS to IC(SA) - For information of IC(SA)
- 4) PS to IC(SB) - For information of IC(SB)

- 5) PS to IC(BJ) - For information of IC(BJ)
- 6) PS to IC(DP) - For information of IC(DP)
- 7) PS to IC(AB) - For information of IC(AB)

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**PROFORMA OF APPLICATION FOR CENTRAL INFORMATION COMMISSION SCHEME**

Name :

Address for correspondence  
(Mobile No) :

E-mail address :

Date of Birth

Nationality :

Education Qualification  
(Starting from 10th onward) :

Sl. No	Name of Board/ University Institute	Examination Passed	Year of Passing	Division Obtained With Percentage	Subjects

Course presently pursuing,  
the University/ Institute and its duration  
(No objection Certificate for undergoing  
Internship programme for the period to be enclosed) :

Period for which internship applied  
(1-6 Months only) :

Experience in use of Right to Information Act, if any :

Why do you want to join this Internship  
In the chosen area  
(In brief not exceeding 50 words) :

**Undertaking:**

I \_\_\_\_\_ Son/ Daughter of Shri \_\_\_\_\_  
Age \_\_\_\_\_ resident of \_\_\_\_\_ hereby declare that  
the information given above and in the enclosed documents is true to the best of my knowledge  
and belief and nothing has been concealed therein. I am well aware of the fact that if the  
information given by me is proved false/ not true, I will have to face the punishment as per the  
law. Also, all the benefits availed by me shall be summarily withdrawn.

**Date:**

**(Signature)**

**N.B. Application should be filled by typing in the above Proforma only; no other format will  
be accepted. Application filled by hand will not be accepted.**

\*\*\*\*\*

F. NO. \_\_\_\_\_

Dated: \_\_/\_\_/\_\_

To,

The Joint Secretary(Law)  
Central Information Commission  
Room No. 512, 2<sup>ND</sup> Floor,  
Baba Gangnath Marg,  
Munirka, New Delhi.

**SUB: NO OBJECTION FOR INTERNSHIP**

Sir,

This is with reference to internship opportunity for our student Mr./Ms  
\_\_\_\_\_ student of \_\_\_\_\_.

2. This College/University has no objection, if Mr./ Ms. \_\_\_\_\_  
undergoes internship from your esteemed organization.

**Yours Sincerely**

(\_\_\_\_\_)  
**Principal/Professor/Dean**  
**HOD**



**PERFORMANCE REPORT FOR LEGAL INTERN IN  
CENTRAL INFORMATION COMMISSION**

NAME OF INTERN : \_\_\_\_\_

D.O.B : \_\_\_\_\_

D.O. J IN CIC(as intern) : \_\_\_\_\_

REGISTRY /SECTION : \_\_\_\_\_

RESEARCH TOPIC GIVEN  
BY REGISTRY/SECTION : \_\_\_\_\_

KNOWLEDGE OF RTI SECTOR YES  NO

SINCEREITY/DEVOTION YES  NO

AMENABILITY TO DISCIPLINE YES  NO

REGULARITY & PUNCTUALITY IN ATTENDANCE YES  NO

RELATIONSHIP WITH FELLOW intern YES  NO

**OVERALL ASSESSMENT DURING INTERNSHIP**

Period from \_\_\_\_\_ to \_\_\_\_\_

Signature \_\_\_\_\_

(Name:) \_\_\_\_\_

(Designation \_\_\_\_\_  
in the Registry)

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