

F.NO. 21/JS(Law)/CIC/2016

**Central Information Commission**  
2nd Floor, 'B' Wing  
August Kranti Bhavan  
Bhikaji Cama Place  
New Delhi – 110066

**Central Information Commission Internship Scheme**

This Scheme seeks to engage Indian Nationals, who are Law students undergoing Graduate/ Post Graduate courses in reputed University/ Institution within India or abroad and preferably specializing in Right to Information Act, 2005, as "Interns". These "Interns" shall be attached within the Commission and would be expected to supplement the process of analysis within the Commission through desirable empirical collection and collation of in-house and other information. For the "Interns" the exposure to the functioning of the Central Information Commission may be as an add-on in furthering their own career goals.

**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 different Wings of the Central Information Commission as "Interns" on the basis of application and sorted on defined "eligibility" and "suitability" criteria by a "Screening Committee" constituted for the purpose by Secretary, Central Information Commission. The internship will be on unpaid basis.

**2.3 Objectives of the Scheme: The Schedule has the following stated objectives":**

- a) To allow young academic talent to be associated with the Commission's work for mutual benefit.
- b) The "Interns" may benefit by getting an exposure to the Commission functioning and contribute to the effective implementation of the Right to information Act, 2005 by generating inputs such as empirical analysis, briefing reports etc.
- c) Internship shall be available throughout the year based on the requirement of Central Information Commission.

**3. Eligibility Persons : Following persons are eligible to apply for the scheme:**

- a) The applicant should be a citizen of India.
- b) The applicant should be a Graduate/ Post Graduate Student enrolled in reputed University/ Institution within India or abroad studying law as a discipline and preferably with a specialised paper on Right to Information Act 2005.

4. **Duration of Internship:** The period of Internship shall be for a minimum period of 2 months but shall not exceed six months in individual cases.

5. **Logistics and Support:** Interns will be required to have their own laptops. Department shall provide them working space, internet facility and other necessities as deemed fit by the Wing heads.

6. **Expected Outcomes:** The Interns shall prepare the outline of the expected outcome in discussion with the Joint Secretary and submit the project plan along with the time lines. After completion, the Intern shall submit the project both in a hard copy and a soft copy to the concerned Joint Secretary. Where it may be desirable to have a wider consultation on the report the same may be presented in a meeting organized for the purpose. A Certificate shall be given by the Commission to the Interns after they have completed their tenure and submitted their project Report.

8. **Scheme Review:** Central Information Commission reserves the right to review the scheme at any time. The scheme so reviewed will be placed on the website of CIC.

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, August Kranti Bhawan, Bhikaji Cama Place, New Delhi.

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

(Yogesh Kumar Singhal)

Joint Secretary (Law)

28 Apr, 2016

Tel: 26181925

Copy to:-

(i) JS(Admn)

(ii) JS(MR)

(iii) Shri Rakesh Malik, NIC- to upload on website of Commission.

**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** :  
(Letter from the present institution  
Indicating his/her status and no objection  
for undergoing Internship programme for  
the period to be enclosed)

**Period for which internship applied** :  
(2-6 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)

**Two recommendations (not exceeding  
500 words each) from Professor / Guide/  
Employer/ Peer** :

**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.**