

South Eastern Railway

Office of the
Sr. Divl. Personnel Officer
Ranchi.

No. SER/P-RNC/Summer Internship/18

Dated: 06/02/2018.

To,
All Concerned.

Sub:- Summer internship for the undergraduates of Engineering and Management Studies.

Ref:- Railway Board's letter no. 2014/E(TRG)/30/16, dated 22.08.2014 and 10.10.2014.

Ranchi Division, South Eastern Railway is going to conduct Summer Internship -2018 for undergraduates Engineering and Management Studies as per guideline of **Railway Board's letter no. 2014/E(TRG) /30/16, dated 22.08.2014 and 10.10.2014** . The details guidelines, format of application as Annexure-A and undertaking to be given by the applicant as Annexure-B are enclosed herewith.

The summer internship will be conducted in 02 batches starting from 15th May and 12th June 2018.

The internship will be given of following discipline of undergraduates Engineering and Management studies:-

Srl. No.	Discipline/Branch of Engineering/Management studies will be appear	Department	Place of internship	Max. no. student may be enrolled
1	HR/Personnel Management	Personnel	Sr. DPO Office	7
2	Financial Management	Account	Sr.DFM Office	4
3	Transport Management	Operating	Sr. DOM Office	3
4	Material Management	Store	Sr. DMM Office	2
5	Hospital Management	Medical	Railway Hospital	2
6	Commercial Management	Commercial	Hatia, Ranchi & Muri	9
7	Civil Engg.	Engg.	All over Ranchi Divn.	23
8	Electronics & Telecommunication Engg.	S&T	Hatia	38
9	Electrical Engg.	Electrial/ Genl. - 25	Hatia Coaching Depot	42
		Electrical/ TRD - 17	All over Ranchi Divn.	
10	Mechanical Engg.	Mech.(C&W)	Coaching Depot- 09 Sick Line -08 Under gear Maintenance - 08	25

Contd. in Page-2



Page-2

11	IT	Personnel -08	Sr. DPO Office	14
		Store -02	Sr. DMM Office	
		Medical - 02	Railway Hospital	
		Account - 02	Sr.DFM Office	

Eligibility Criteria:

Any Indian citizen who are still studying undergraduates Engineering/Management studies in any recognized Institution/University.

Mode of submission of application:

Willing and eligible undergraduates Engineering/Management studies may send/submit their application after filling of all column given in prescribed **Annexure-A & B**. **The Application/prescribed Annexure-A must be forwarded by the institution where the student is pursuing the studies alongwith no objection for participate in summer internship to the Institution.**

Last Date:

The last date of submission of application is **30 April 2018**. Application received after last date will not be entertained in any circumstances.

Mode of consideration:

The application will be considered on first come first serve basis and will be shortout in 1:1 ratio as per allotted seat as given above.

Address for submission of application

Application should be send/submit to Sr. Divisional Personnel Officer, South Eastern Railway, DRM Office complex, Near Hatia Railway Station, PO- Hatia, Ranchi, Jharkhand, Pin-834003.

Internship Schedule

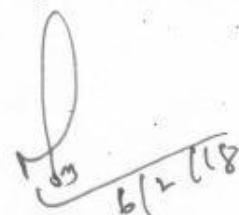
The internship will be conducted in 02 batches. 1st batch and 2nd batch will likely to be start from **15th May 2018** and **12th June 2018** respectively.

Certificate:

On completion of prescribed internship training, a certificate will be awarded to each trainee by **Sr. Divisional Personnel Officer, Ranchi.**

Note: The internship is neither a job nor any such assurance for a job in the Indian Railways.

- Encl:**
1. Terms and condition for summer training.
 2. Performa for application as Annexure-A.
 3. Performa for undertaking as Annexure-B.



(Md. Ibrar)

Asst. Personnel Officer-II

For Sr. Divl. Personnel Officer/Ranchi

Terms and condition for Summer internships for undergraduates of Engineering and Management Studies.

- i) Zonal Railways/Production Units/PSUs will decide on the duration and the number of interns they can train at the beginning of the year and will give publicity to the same in their respective websites inviting applications through the institutions. The duration of the internship shall not be more than 8 weeks.
- ii) Facilities of internships will be offered to only those candidates who are still studying at Undergraduate level of in Technical/Management areas and not to those who have passed the final examination and have left the Institution.
- iii) No fee would be charged from the trainees.
- iv) No remuneration in the form of stipend, salary or allowances of any kind will be paid to the trainees by the Railway administration/PSUs. No passes or PTOs will be issued to them.
- v) The trainees will have to confirm to all General rule and regulations of discipline and conduct at the Railway Administration/PSUs concerned.
- vi) The application of student seeking internship should be sent alongwith a 'No Objection' Certificate from the institute where the student is pursuing the studies. 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 student."
- vii) The trainees will not be treated as employees of the Railway Administration /PSUs and as such will not be entitled to any compensation or damages from the Railway Administration /PSUs for any injury to them or to their property etc.
- viii) The trainees will be under the administrative control and discipline of the head of the unit/office concerned.
- ix) On successful completion of internship, the trainees will have to submit a report giving their feedback including feedback including ideas/ suggestions for innovation etc. A certificate will be issued to them by the concerned Railway Administration/PSUs.
- x) Railway Administration/PSUs may instruct an intern to terminate the programme at any time as deemed fit without assigning any reason. The decision of the Railway Administration/PSUs shall be final in this regards. Also an intern can leave the programme, if he/she desires, giving prior notice to seven (7) working days to controlling officer. No certificate shall be awarded to such an intern.
- xi) The internship courses shall not confer any claim/right for any employment in any office/ establishment under the administrative control of the Ministry of Railway/PSUs.
- xii) A declaration incorporating the relevant points from the above will be taken by the concerned Zonal Railway/Production Units/PSUs as per the format attached as Annexure-B.


6/4/14

Annexure-A

To,
**The Sr. Divl. Personnel Officer
South Eastern Railway, Ranchi.**

Sub: Application for Summer internship for the undergraduates of Engineering and Management Studies for the year 2018

Affix passport size photograph duly attested by institution

1. Name of the Student :
2. Father/Mother/ Guardian's Name :
3. Name of Institute with full address :
4. Course :
5. Branch :
6. Semester/Year :
7. Session :
8. Desired discipline, department and place of training :
9. Desired training duration (no. of days) :
10. Prefer date of Trg. (i.e. 15th May 2018 or 12th June 2018) :
10. Address for communication :
11. Mob./Telephone no. :
12. Remarks (if any) :

Signature of student with date
Name.....
Date.....

Forwarding and Declaration by the Institute

..... (Name of Institute) has verified the credential and has "No objection" for participate in summer internship of Mr./Miss..... (Name of student) at Ranchi Division, South Eastern Railway.

Authorized Signatory
For Head of the Institute
Stamp.

6/2/18

FORMAT FOR DECLARATION BY INTERNS

With reference to the offer for internship vide letter
..... dated I hereby
undertake the following:-

- i) I will be doing internship from to at (place).
- ii) I am not entitled to any remuneration in the form of stipend, salary or allowances of any kind by the Railway administrative/PSUs. I am also not entitled to any Pass or PTO from Indian Railways.
- iii) I would abide by all General Rule and regulations of discipline of conduct at the Railway Administration/PSU.
- iv) I am liable to compensate to the Railway Administration/PSU concerned for any loss or damage to equipment and fitting that may be caused during the course of training in workshop etc.
- v) I will not be treated as employee of Indian Railways and such will not be entitled to any compensation or damages from the Railway Administration/PSUs 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 the Unit/office concerned.
- vii) I will not claim any advantage for employment in Indian Railways in further in the basis of internship.

Date:

Signature:

Name:

Institution:

Course:

Undertaking of Parent/Guardian of student

I undertake to indemnify Railway Administration for any loss or damage to equipment and fittings that may be caused by Mr./Miss.....
..... (name of student/trainee) during his/her course of training/internship with Indian Railway.

Signature of Parent/Guardian with date.....

Name.....

Address.....

Mob./Telephone no.....


6/2/18