



# राष्ट्रीय मात्स्यिकी विकास बोर्ड National Fisheries Development Board

मत्स्यपालन विभाग/Department of Fisheries

मत्स्यपालन, पशुपालन और डेयरी मंत्रालय /Ministry of Fisheries, Animal Husbandry & Dairying  
भारत सरकार /Government of India

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NFDB/Admn/Internship Programme/2021

Dated: 06-4-2021

## ENGAGEMENT OF INTERNS

National Fisheries Development Board (NFDB), Department of Fisheries, Ministry of Fisheries, Animal Husbandry & Dairying, has proposed to offer internship programme for the students pursuing/ or Graduates/Post Graduates who have acquired the degree on or after 1st April, 2020 for Internship at National Fisheries Development Board, Hyderabad.

Details of number of Interns, Topics for Internship, Terms and Conditions of engagement, Application Format are as follows:

1	Name of position	Intern
2	Period of Internship & No of interns engaged	Four week Programme - 10 Eight week Programme - 4 Twelve week Programme - 2
3	Method of recruitment	Based on the Marks scored in Graduation and Post-Graduation
4	Eligibility	Bonafide students of any recognized University/ Institution within India or abroad, fulfilling following conditions are eligible to apply for the internship: a) Should be a citizen of India. b) Students pursuing/completed Bachelors in Fisheries Science / Masters in Fisheries Science are eligible.
5	Stipend during the Internship	Upto Four weeks- Nil Upto Eight Weeks- Rs. 9,000/-PM Upto Twelve Weeks- Rs. 9,000/- P.M
6	Topics for Internship	Various tasks under PMMSY/FMPIS/Institutional Projects/NFFBB/NERC activities and other NFDB Projects/activities such as; 1. Preparation of SCPs/DPRs for beneficiary & non beneficiary components under PMMSY, Project appraisal and management, etc 2. Training & Capacity Building 3. Programme Monitoring and Evaluation – Data collection, consolidation & MIS reports, etc 4. Support to NFDB under PMMSY: a. NFFBB - Quality Seed – Bhubaneshwar

		<p>b. NERC - Quality seed – Guwahati</p> <ol style="list-style-type: none"> <li>5. Documentation of best practices</li> <li>6. Disease diagnostic and quality testing labs</li> <li>7. Entrepreneurship development</li> <li>8. Social Media &amp; outreach activities</li> </ol>
7	Location of Internship Programme	NFDB, Hyderabad/NFFBB, Bhubaneshwar /NERC, Guwahati.

The detailed guidelines for engaging interns and modalities of the scheme/provisions are mentioned in the Annexure for reference. Interested and eligible candidates may send their application in the prescribed proforma at Annexure-I along with self-attested copies of educational qualifications, Annexure II and Annexure III and other relevant details **by Post** to “The Chief Executive, NFDB, Fish Building, Pillar No.235, PVNR Expressway, SVP NPA Post, Rajendra Nagar, Hyderabad 500052, Telangana State, India or through mail (**Email: [info.nfdb@nic.in](mailto:info.nfdb@nic.in)**) on or before **21.05.2021**. The envelope should be properly sealed and super scribed with “Application for Engagement of Intern”.

**Chief Executive**  
**NFDB, Hyderabad**

## **Annexure: Guidelines for Internship Programme**

### **Introduction:**

Fisheries is a flourishing sector in *India* providing employment & sustainable livelihoods to millions of people and thus contributing to food security & economic growth of the country. Government of India realizing the potential of the sector in contribution to national GDP, is emphasising on promotion of fisheries & aquaculture by launching major programmes viz., Prime Minister Matsya Sampada Yojana (PMMSY) with Rs.20050 crores outlay and Fisheries and Aquaculture Infrastructure Development Fund (FIDF) with Rs.7522.48 crores outlay recently.

The National Fisheries Development Board (NFDB) established in 2006 as an autonomous organization under the administrative control of the Department of Fisheries, Ministry of Fisheries, Animal Husbandry & Dairying, Government of India, has a vital role in implementation of the above mentioned central government schemes and also various other Institutional Projects. A wide range of fishery development activities viz., intensive aquaculture in ponds and tanks, culture based capture fisheries in reservoirs, Coastal Aquaculture, Mariculture, Sea Weed cultivation, establishment of infrastructure, fishing harbours and fish landing centres, fishing dressing centres and solar drying of fish, domestic marketing, deep sea fishing and tuna processing, ornamental fisheries, trout culture, artificial reefs technology upgradation, fisheries extension services and capacity building of fishermen and fish farmers are being supported through the State Governments/Implementing agencies.

The Internship programme is proposed in consonance with the objective of Ministry of Education, to create 1 Crore internships by 2025, to prepare young minds for the future.

For effective implementation of these activities in the country, a strong, motivated and professional cadre of human resources is required to be positioned at various levels to provide technical and managerial support to fishers & fish farmers and other stakeholders dependent on the sector. This is possible only when young generation get orientation/ exposure to fisheries activities during college education.

PMMSY has created opportunities for young professionals in fisheries/related sectors to work as Sagar Mitras, anchors of Matsya Seva Kendras, other activities in order to provide capacity building & extension services to the fisher's/fish farmers. Encouraging internships for students who are pursuing their graduation/ post-graduation in colleges/Universities will give them an opportunity to have hands on experience/exposure of the fisheries activities and scope for future fulltime engagement in fisheries based projects. On the other hand, the Interns shall have the opportunity to work and learn in their interested domains, make industry connections, and to develop both hard and soft skills.

### **2.About Internship Programme:**

The Internship Programme (IP) inter-alia seeks to engage students pursuing Under Graduate / Graduate / Post Graduate Degrees or Research Scholars enrolled in recognized University/Institution within India or abroad. These 'Interns" shall be given exposure to various works/projects being carried

out by various divisions of NFDB under PMMSY and in turn it is expected to supplement the process of analysis within Board through empirical data collection and collation of in-house and external information. For the "Interns" the exposure to the functioning of Government Organization would be an add-on in furthering their future interests. The internship will be on paid basis, with remuneration to be based significantly on Government of India guidelines issued from time to time.

The Internship program is applicable only to Citizens of India.

### 3.Objectives:

1. Exposure to Technical environment which cannot be simulated in class room.
2. Exposure to current developments in the fisheries sector.
3. Experience in preparation of technical reports/evaluation of proposals.
4. Learning to apply academic knowledge in real situations.
5. Exposure Work place ethics and nuances.

### 4.Purpose:

1. Readily employable quality candidates for the sector.
2. Students bring new perspectives to problem solving.
3. Source of highly motivated young professionals.
4. Increased visibility to the organization in campuses.
5. Availability of flexible and cost effective work force, not requiring long term contract.

### 5.Internship modalities:

- Internship shall be available throughout the year based on the requirement.
- A list of domain/areas in which the Interns are proposed to be accommodated shall be primarily focused on the various activities and technologies envisaged under PMMSY and other Schemes/Projects implemented by NFDB.
- **Eligibility criteria:** Bonafide students of any recognized University/ Institution within India or abroad, fulfilling following conditions are eligible to apply for the internship:
  - Should be a citizen of India.
  - Students pursuing/completed Bachelors in Fisheries Science / Masters in Fisheries Science are eligible.

Level	Minimum percentage of marks	Required Qualification
Under-graduate students, who have in the term end exams of second year/4th semester (3 yrs course) or third year/6 <sup>th</sup> semester (4 yrs course) of the bachelor degree course.	60% or equivalent points under CGPA in 1 <sup>st</sup> year/3 <sup>rd</sup> semester of undergraduate programme.	BFSc (Pursuing)

Graduate students having completed/ appeared in the term end exams of first year/2nd semester of their post-graduate programme.	60% or equivalent points under CGPA in graduate programme.	BFSC, MFSc (Pursuing)
The students who have appeared in the final semester exam or just completed Graduation/PG (Acquired degree on or before 1 <sup>st</sup> April, 2020	60% under CGPA in their graduation/ post-graduation.	B.F.Sc, M.F.Sc

- **Period of Internship:** The period of Internship shall be at least four weeks but not exceeding three months.
- **Internship Certificate:** A certificate on successful completion of Internship shall be issued by NFDB based on the recommendation of the concerned Head of Division. **These certificates will add significant value to the students' academic progress.** Interns not completing the requisite period of internship will not be issued certificate.
- **Stipend during the Programme:**

Internship shall be offered on payment basis as paid internships are more likely to attract better candidates and reliable potential employees. Stipend shall be fixed based on the candidate's educational qualification, academic performance, interview performance and reputation of candidate's educational institution and majorly on the duration of the internship. In some case, stipend is linked with performance of the intern.

Slab	Educational eligibility	Duration of engagement	Proposed stipend per month
1	Under-graduate students pursuing 4 <sup>th</sup> semester (3 yrs course) / 6 <sup>th</sup> semester of 4 yrs course	4 weeks	Nil
2	Graduate students pursuing Post-graduation ( or)	8 weeks	Rs.9000/- month
3	completed Graduation/post-graduation	12 weeks	Rs. 9,000/- month

**Note:- Interns will be required to arrange own accommodation and food. No TA/DA would be paid.**

- **Attendance of Interns:**

While doing internship at NFDB, the candidate should have a minimum of 80% attendance. The attendance record and the details of work supervision shall be maintained by the Heads of the Divisions.

- **Conduct:**

It may be strictly observed that the conduct of the interns and their access to data security shall be the sole responsibility of the concerned Heads of divisions only.

- **Scheme Review:**

NFDB reserves the right to review the scheme at any time. The Scheme so reviewed will be placed on the website of NFDB.

- **Relaxation:**

CE, NFDB will have the power to relax any of the conditions mentioned above, in respect of any deserving candidate.

## 6. Procedure for Applying:

NFDB shall issue notification to recruit interns twice in a year. Interested applicants may apply through post/e-mail to the NFDB address/mail id below within **45** days of the notification issued.

**The Chief Executive,  
National Fisheries Development Board (NFDB),  
“Fish Building” Pillar No.235, PVNR Expressway, SVPNPA, Hyderabad,  
Telangana 500052  
Email: [info.nfdb@nic.in](mailto:info.nfdb@nic.in). Telephone no 040 -24000201**

The applicants who do not fulfil the eligibility conditions, their applications shall be summarily rejected.

## 7. Procedure for engaging Interns and other Modalities of the Scheme:

- 1) NFDB shall issue open online/offline notification for Interns. Selection is based on the Merit list prepared, based on the marks scored, in under graduation /graduation/post-graduation.
- 2) NFDB shall constitute a cell for verification and finalization of the Interns.
- 3) Notification along with application form to be posted in NFDB website and shared across the respective institutions.
- 4) Number of internship positions will be notified from time to time.
- 5) The list of selected candidates will be uploaded by NFDB in its website
- 6) The selected candidates shall submit the original NOC from issued by the Head of the Department/Principal at the time of joining. If any discrepancy is noted, the offer will be cancelled.
- 7) Brief induction programme will be conducted by the Heads of concerned divisions for the interns.
- 8) On the completion of internship, interns should make a presentation on the lessons learnt and submit a report to the concerned division head in NFDB.
- 9) Feedback form shall be collected from interns for future improvements.

## 8. Topics for internship:

Various tasks under PMMSY/FMPIS/Institutional Projects/NFFBB/NERC activities and other NFDB Projects/activities such as;

9. Preparation of SCPs/DPRs for beneficiary & non beneficiary components under PMMSY, Project appraisal and management, etc
10. Training & Capacity Building
11. Programme Monitoring and Evaluation – Data collection, consolidation & MIS reports, etc
12. Support to NFDB under PMMSY:
  - a. NFFBB - Quality Seed – Bhubaneswar
  - b. NERC - Quality seed – Guwahati
13. Documentation of best practices
14. Disease diagnostic and quality testing labs
15. Entrepreneurship development
16. Social Media & outreach activities

### 9. No. of interns to be engaged:

S.No	Duration of engagement	No. of interns to be engaged	Location of placement
1	4 weeks	10	NFDB, Hyderabad/NFFBB, Bhubaneswar /NERC, Guwahati.
2	8 weeks	4	NFDB, Hyderabad/NFFBB, Bhubaneswar
3	12 weeks	2	NFDB, Hyderabad/NFFBB, Bhubaneswar

There will be two cycles of Internships in a financial year. However, the number of interns engaged shall depend on requirement and the number of qualifying students during the selection process.

**Chief Executive**  
**NFDB, Hyderabad**

## Annexure I: Application for Intern

### Bio-Data Pro Forma

1. Name in Block letters : \_\_\_\_\_
2. Father/spouse name : \_\_\_\_\_
3. Date of Birth (in Christian era): \_\_\_\_\_
4. Marital status : \_\_\_\_\_
5. Present mailing address : \_\_\_\_\_
6. Address for Communication: \_\_\_\_\_
7. Telephone No. Mobile No. E-Mail. \_\_\_\_\_
8. Educational Qualification (with details. -year-wise highest grade to **Graduation**):

Education level	Specialization	Completed/ Pursuing	If completed, year of completion	If pursuing, current semester No.	% of marks secured (if still pursuing, indicate as per eligibility criteria)	University/ College/ School Name
Post-Graduation						
Graduation						

9. Details of Computer knowledge: \_\_\_\_\_
10. Languages known : \_\_\_\_\_
11. Details of Additional academic /Technical qualification: \_\_\_\_\_
12. Why do you want to do internship (50 words)  
\_\_\_\_\_  
\_\_\_\_\_

13. Priority of Area of interest as per the topics mentioned in the document:

1                    2                    3                    4                    5                    6                    7                    8

\_\_\_\_\_

#### **DECLARATION:**

I have carefully gone through the Internship Scheme & advertisement of NFDB and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the Internship. I hereby declare that the information furnished above are true to the best of my knowledge.

Signature of the Candidate  
Date:



### **Instructions for Applicant:**

- One applicant should submit only one application form along with the requisite documents with declaration duly signed.
- Applicant should submit the application within the given timeline at the following address through post (or) in person.

**The Chief Executive,  
National Fisheries Development Board (NFDB),  
“Fish Building” Pillar No.235, PVNR Expressway, SVPNPA, Hyderabad,  
Telangana 500052  
Email: [info.nfdb@nic.in](mailto:info.nfdb@nic.in). Telephone no 040 -24000201**

- Applicants must clearly indicate the area of interest.
- The selected applicant has to produce original mark sheets and NOC from the college/institution at the time of joining, failing which his/her candidature shall be summarily rejected.
- Copies of self-certified documents to be enclosed along with the application.
  - Proof of Identity of the applicant (Copy of Passport/ Aadhar Card/Driving Licence)
  - Residence Proof
  - Birth certificate
  - Marks list as applicable to the level of educational qualification.
- Applicant should submit self-certified copies and show originals during verification

## Annexure II: Format for NOC to be obtained from College/Institution

(To be given on Letter Head)/To be signed by HOD/Principal

Dated: -

**Subject: - No Objection Certificate for NFDB Internship Programme.**

It is certified that (Mr./Ms) \_\_\_\_\_ is a bonafide student <College ID No.> of<Semester /Year> of <name of the programme> of this <institution/ College>.

The <Institution/ College> has no objection for doing the Internship programme under PMMSY at NFDB for the period from ----- to ----- . It is also certified that <he/she> is not registered for any course requiring <his/her>attendance in the class during the said period.

The conduct of the student as recorded by the <college/institution>has been found good/satisfactory/unsatisfactory.

(Signature and Seal)

**Annexure III: Internship certificate (To be given on Letter Head)**

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

**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that (Mr./Ms.) \_\_\_\_\_ a student of \_\_\_\_\_ (College/University/Institution) has successfully completed (His/her) Internship with NFDB, Department of Fisheries, Ministry of Animal Husbandry, Dairying & Fisheries from \_\_\_\_\_ to \_\_\_\_\_. During the period of internship, he/she worked under \_\_\_\_\_ in the following areas:

- 1.
- 2.
- 3.

2. (He/She) has shown special flair for and <his/her> performance in preparation of the report has been rated as \_\_\_\_\_

3. During the period of (his/her) internship programme (he/she) was punctual and hardworking.

I wish (him/her) every success in (his/her) life and career.

Signature  
<Adviser>