

Mahalanobis National Crop Forecast Centre
Department of Agriculture, Cooperation & Farmers' Welfare
Pusa Campus, New Delhi 110 012

New Delhi, the 18th April, 2017

Subject : **Invitation of applications for internship at MNCFC**

Mahalanobis National Crop Forecast Centre, an attached office of Department of Agriculture Cooperation & Farmers' Welfare, Ministry of Agriculture, has introduced an Internship Scheme, called "MNCFC Internship Scheme", for Indian Nationals pursuing M.Sc./M.Tech/B.Tech (in relevant fields) from a recognized University/Institution within India. The scheme is available for the financial year 2017-18.

2. Details of "MNCFC Internship Scheme" are enclosed. Applications are invited from interested and eligible students. Each Intern may work for a period of one to three months. The last date for receiving applications, duly complete in all respects, for Internship for any batch will be 20th of preceding month.

3. The Application with copies of certificates should be emailed to *intern.ncfc-agri@gov.in* with "MNCFC Internship Scheme, Month_____, Year_____" on the subject line.

4. The applications received after cut-off date or incomplete in any respect shall be summarily rejected.

5. This is issued with the approval of the competent authority.

(Neetu)
Sci-SD/Admn. In-charge

MNCFC Internship Scheme

Mahalanobis National Crop Forecast Centre, an attached office of Department of Agriculture, Cooperation & Farmers' Welfare, Ministry of Agriculture & Farmers' Welfare, has decided to introduce an Internship Scheme, called "MNCFC Internship Scheme", for Indian Nationals pursuing M.Sc./M.Tech/B.Tech (in relevant fields – Annexure I) from a recognized University/Institution within India. The scheme is scheduled to commence from 1st May of each year.

1. Objective of the scheme

- (a) The internship programme will provide an opportunity for the officers of the MNCFC to interact with young thinking minds with brilliant academic record from reputed institutions. Ideas from budding scholars will prove to be of importance to the practitioners of Remote Sensing in the MNCFC, at the same time, the internship programme will also provide the interns with an excellent opportunity to familiarize themselves with the applications of Remote Sensing (RS) and GIS in Agricultural Assessment.
- (b) The interns may benefit by getting exposure to RS & GIS Data Analysis and Forecasting procedures at MNCFC and contribute to development of techniques for improving the forecasts..
- (c) MNCFC may benefit from the additional resources in the form of young talent and their new ideas may add to MNCFC forecasts.

Note: It is neither a job nor any assurance for any job in MNCFC.

2. Eligibility

- (a) The applicant should be Indian citizen.
- (b) The candidates should be final year student in B. Tech or continuing M.Sc. /M. Tech/M.Sc. Tech in any of the fields (mentioned in Annexure I). The intern should have excellent academic track-record (>7.5 CGPA in 10 Pt Scale or equivalent) and should preferably be from a Centre/Institution of excellence.
- (c) Domains/areas available for Internship: Remote Sensing, GIS, Geoportal Development, Crop Forecasting, Yield Forecasting, Agricultural Statistics, Drought Assessment, Crop Insurance, Precision Farming, Hyperspectral Remote Sensing, Soil Moisture, etc.

Other salient features of the Scheme

- (a) **Duration** – Internship shall be offered for a period of minimum one to maximum three months.
- (b) **Number of Interns** – A maximum of 3 slots shall be available for offer to internship in any given period of time. In a Financial year, MNCFC will take maximum 12 interns.
- (c) **Travel Allowance**- Travel Expenses (to and fro) shall be reimbursed to the selected interns to join MNCFC, after successful completion of the work. However, the same will be restricted to III Tier AC Class/Deluxe Bus by shortest route or the actual travel expensed, whichever is less, with a cap of Rs. 5000/-.
- (d) **Certificate** –Certificate shall be issued to an intern on successful completion of his/her internship and on submission of Report / Paper and its evaluation by the Head of the Division, as per the format in Annexure II.
- (e) **Logistics** - Necessary logistic support (sitting place and computer, if available) will be provided to the intern taking into account the functional requirements. It is advisable for the interns to bring their own laptop.
- (f) **Attachment** – Interns shall be attached in different projects of MNCFC taking into account, as far as possible, the domain/area of interest expressed by them.
- (g) **Submission of Report** – Intern shall be required to submit a brief paper/report at the end of their assignment.
- (h) **Declaration of secrecy** - Interns are required to furnish to the MNCFC a declaration of secrecy before the commencement of the internship. Verification and vetting from security angle has to be completed on basis of personal particulars submitted by the intern, after the selection process and before the actual internship programme commences.
- (i) **Termination of Internship** - The MNCFC can instruct the intern to terminate the programme at any time, as MNCFC deems fit, and without showing any reason. MNCFC's decision shall be final in this regard. Intern can choose to leave the programme, if she/he so desires, giving prior notice of one month to Ministry.
- (j) **Monthly Payment and mode of payment** - A stipend @ Rs.10000/- (Rupees Ten thousand only) per month will be provided to each intern. The Monthly payments will be made after a certificate from the concerned guide, in a specified format, about the satisfactory performance of the Intern. Last Month payment will be made only after the submission of a technical note and a presentation made to the committee. The payment to interns will be made through Direct Bank Transfer.

4. **Procedure for application**

- (a) Interested students pursuing course of studies at various recognized Universities/Institutions may send their applications, along with their CVs, in the enclosed format (Annexure-III) to the Director, MNCFC through Email, to ***intern.ncfc-agri@gov.in*** with “MNCFC Internship Scheme, Month_____ Year_____” on the subject line. The candidate will be required to produce a recommendation letter from their Supervisor/Head of Department.
- (b) Applicant should specifically mention the specific Batch for which she/he wishes to undertake internship.
- (c) Applicants are required to produce a letter from their supervisor/Head of Department/Principal indicating their status in the institution and also conveying “No Objection” for allowing their student to undergo internship programme for the period for which she/he is selected.
- (d) Applicant will submit a Character Certificate from Head of their Institutions/Department/Guide before taking up internship.
- (e) Internship will be purely based on the Application and the Selection by the specified Committee in MNCFC. Any type of personal contact with officials/staff members of MNCFC for getting internship is strictly prohibited.

5. **Selection Procedure and related modalities**

- (a) The applications received by the cut-off date will be summarized in a tabular form briefly indicating academic record, course pursued, Institute/University of enrollment, preference of domain area, etc.
- (b) Applications complete in all respect shall be placed before Standing Selection Committee duly constituted by MNCFC.
- (c) Applications will be scrutinized by Standing Selection Committee and the actual offer will be sent to the candidates selected by the said Committee subject to availability of slot.
- (d) The decision of the Selection Committee shall be final and binding and no queries shall be entertained after the completion of the selection process.

Director, MNCFC

Annexure-I

Fields of Study

B. Tech.	Engineering Branches of Agricultural, Electrical, Electronics, Computers
M.Sc./M.Tech/M.Sc. Tech	Agriculture, Statistics, Mathematics, Geography, Environmental Science, Remote Sensing & GIS, Engineering Branches of Agricultural, Electrical, Electronics, Computers

Format for Internship Certificate (to be typed in MNCFC Letterhead)**Internship Certificate**

Name of the Intern	
University/ Institute	
Pursuing Degree:	
Period of Internship in MNCFC	
Topic of Research/Technical Activity	
Name of Guide in MNCFC	
Brief Details of the Activity (in 50 Words)	
Work Carried out Satisfactorily (Yes/No)	
Report Submitted (Yes/No)	
Seminar/Presentation Given (Yes/No, with Date)	
Attendance (%)	
Signature of Guide (with date)	
Signature of Internship Committee Coordinator (with date)	
Signature of Director, MNCFC (with date)	

Annexure-II

Latest Self-signed
Passport size Photo
to be affixed.

**PROFORMA OF APPLICATION FOR INTERNSHIP IN MNCFC, DAC&FW,
NEW DELHI-110 012**

Name : ...

Nationality : ...

Address for correspondence : ...

Contact No. : ...

E-mail address : ...

Date of Birth : ...

Educational Qualification (Starting from Matriculation onwards) : ...

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 : ...

Period during which internship is required : ...

Names of two References from the present Institute or the Institute (s) last attended : ...

Extracurricular activities : ...

Projects undertaken, if any : ...

Why do you want to join this internship (in brief not exceeding 50 words) : ...

...

I certify that the above information furnished by me is true to the best of my knowledge and belief :

Place: ... (Signature) ...

Date: ... (Name) ...

Authentication of particulars furnished above by the Institute/University

This is to certify that the information furnished by Mr./Ms. in the application form above is correct to the best of our knowledge.

Recommendations

(Signature and seal of authorized official)

The Applications should carry following documents

1. Copies of Mark sheets/Certificates for academic activities
2. Copy of Photo-ID card, issued by the institute
3. Letter from their supervisor/Head of Department/Principal indicating their status in the institution and also conveying "No Objection" for allowing their student to undergo internship programme for the period for which she/he is selected.
4. Character Certificate from Head of their Institutions/Department/Guide