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भारतीय खाद्य सुरक्षा और मानक प्राधिकरण

(खाद्य सुरक्षा और मानक अधिनियम, 2006 के तहत स्थापित एक वैधानिक प्राधिकरण)

स्वास्थ्य एवं परिवार कल्याण विभाग, भारत सरकार

(मानव संसाधन विभाग)

एफडीए भवन, कोटला रोड, नई दिल्ली - 110 002

Dated 11 June, 2024

CIRCULAR

Subject:- Internship starting in the month of July- 2024 under Internship Scheme 2024 at Food Safety and Standards Authority of India

Food Safety & Standards Authority of India (FSSAI) is statutory body established under the Food Safety & Standards Act, 2006 under the aegis of Ministry of Health & Family Welfare, Government of India. It is the apex body responsible for ensuring food safety and compliance to food standards across the country. FSSAI internship program will provide Interns with unique learning opportunities in various areas of food regulation of food safety administration.

2. **Eligibility Criteria:**

Students only pursuing a full time Graduate/Post Graduate Degree/higher degree from a Recognized Institute within India/ abroad, in any of the following:

(a) Pursuing Post Graduate Degree/B.Tech/BE from a recognized University or Institution in Chemistry or Biochemistry or Food Technology or Food Science & Technology or Food & Nutrition or Edible Oil Technology or Microbiology or Dairy Technology or Agricultural or horticultural Sciences or Industrial Microbiology or Toxicology or Public Health or Life Science or Biotechnology or Fruit & Vegetable Technology or Food Safety & Quality Assurance.

(b) Business Administration & Management including policy regulation and related fields.

(c) PG Diploma/Degree in, Journalism, Mass Communication and Public Relations.

(d) B.E. / B. Tech (Only 3rd and 4th Year students not for 2nd or 1st Year) in Computer Science/Information Technology Software Engineering or related Stream.

(e) Post Graduate Degree/Diploma in Public Policy Public Administration. - Only for FSSAI (HQ).

(f) Bachelor/Master of Law.

Note:
(i) All the students who have completed their abovementioned courses need not to apply.
(ii) Multiple Applications will not be entertained.
(iii) All candidates to ensure that the place for internship that they are opting has the subject/topic available with that place i.e. in case of FSSAI lab, only technical qualified candidates will be eligible.
(iv) For any query related to Internship Programme at FSSAI, students may contact through email at **internship-fssai@fssai.gov.in** only.

3. **Tenure:**

Internship will be available on quarterly basis throughout the year. Internship will be offered for a minimum duration of 02 months, which may be extended to a maximum period of 06 months. No internship of duration less than 02 months will be offered.

4 **Place of Internship and area/domain available for internship:**

Any of the area mentioned in application will be deemed indicative of the preference and not a confirmation of protect allocation in the specific department.

Region	Topics/Subjects for Internship
FSSAI (HQ), New Delhi	Human Resource, Information Technology, Legal, KRCDC (Library) Quality Assurance, Regulatory Compliance, Science & Standards, Imports/Trade and International Cooperation, Social & Behavioural Change and Codex
Regional Offices- (a) ERO Kolkata, and (b) SRO Chennai	Food Imports Clearance and Licensing
National Food Laboratories- (a) NFL Chennai, (b) NFL Ghaziabad, (c) NFL Kolkata extension centre, Raxaul and (d) NFL Kolkata	Food Sampling and Testing

5. **Working Space:**

Interns would be required to have their own laptops. FSSAI shall provide working space, internet facility and other necessities but shall not cover local lodging and travel facilities. FSSAI will not bear the expenses of any Boarding.

6. **Application Process:**

(a) Interested and eligible students can apply online in the specified format as per the timelines provided by FSSAI. Applicants, who had applied for internship for a particular quarter and not selected, need to apply again for the next quarter.

(b) The candidates applying for internship, may be required to submit a short write up/presentation in application portal for final selection.

(c) The final list of selected candidates along with their date of joining and Internship tenure would be declared online on FSSAI website at **https://fssai.gov.in/internship@fssai.php**

Description	Timeline
Starting date of receiving application	12 June, 2024
Last date for submitting online application	17 June, 2024
Announcement of shortlisted candidates	Third/Forth week of June 2024
Date of Joining	01 July, 2024

(d) At the time of joining, Intern would be required to carry a letter from their Institute indicating his/her status in the Institution as a student and "No Objection Certificate" for allowing him/her to undergo Internship Program for the period for which he/she is selected. A character certificate from the authority of the Institute, along with proof of educational qualifications as mentioned in the application form would also need to be submitted at the time of joining for internship.

(f) **Since, Internship scheme will be scheduled quarterly throughout the year, hence any request for extension of joining time by the interns for more than a week will not be accepted.**

7. **Assignments:**

Interns would be attached to one of the several Divisions at FSSAI (HQ)/ROs/Labs depending on the academic and technical training and assigned project(s) related to different aspects of Food and Nutrition Management Processes.

8. **Stipend:**

A stipend of Rs. 10,000/- (Rupees ten thousand only) for the internship period will be given to the deserving Interns on the recommendation of the Office/Division that they

are attached with. The criteria for deserving interns will be decided based on their (a) attendance, (b) assessment by their respective reporting officers; and (c) evaluation of their reports by Divisional Heads at FSSAI (HQ) and Director at ROs/NFLs.

9.   **Certificate:**

All the interns will be awarded a certificate on successful completion of the internship i.e. on submission and review of final report/presentation, by their respective Divisional Heads at FSSAI (HQ) and Director at ROs/NFLs.

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उप निदेशक (मानव संसाधन)