

Frequently Asked Questions (FAQs)

Student Intern Programme and Young Professional Programme

S. No.	Question	Answer
1.	Whether Work From Home (WFH) facility is permissible?	Currently there is no provision for Work From Home (WFH). However, a final decision regarding this can be taken by the respective Head of Department (HoD)/Controlling Authority depending upon the nature and deliverables of the assignment/project requirements.
2.	Whether accommodation facility shall be provided at the place of work?	Currently there is no provision for accommodation facility to be provided by the recruiting institution. However, since some of the participating offices have hostel facilities available, hence, the same may be considered in case to case basis, subject to availability and approval of the competent authority/Head of Department (HoD).
3.	What shall be the stipend/remuneration payable under the programme?	<p>For Student Interns (SIs): A monthly stipend of ₹12,000/- (all inclusive) shall be payable as per the terms of the advertisement.</p> <p>For Young Professionals (YPs): A monthly remuneration ranging from ₹40,000/- to ₹50,000/- (all inclusive), depending upon qualifications and experience, shall be payable. Applicants are advised to refer to the detailed advertisement available on the official website of iCED for complete details.</p>
4.	What shall be the commencement/joining period of the Internship/Engagement?	In general, the duration of Internship will be in alignment with the academic calendar of universities/institutes of the selected candidate. Selected candidates may join immediately upon issuance of the Offer Letter/Appointment Letter, subject to completion of requisite formalities.
5.	What shall be the duration of engagement?	<p>Student Interns: The engagement shall initially be for a period of two months, extendable up to a maximum of six months based on performance and project requirements.</p> <p>Young Professionals: The engagement shall initially be for a period of one year, extendable up to a maximum period of two years based on performance and organizational requirements.</p>
6.	What is the prescribed mode of application?	Applications are required to be submitted exclusively through the Google Form link provided in the

		advertisement. Applications submitted through any other mode/channel shall not be entertained.
7.	Which documents are required at the time of joining?	<p>Selected candidates shall be required to produce the following documents at the time of joining:</p> <p>Student Interns</p> <ul style="list-style-type: none"> ▪ Original educational certificates/mark sheets, ▪ Valid Identity Proof, ▪ No Objection Certificate (NOC) from the Institution/University, ▪ Passport size photographs, ▪ Proof of details furnished in application form ▪ Any other document as may be required by the office. <p>Young Professionals</p> <ul style="list-style-type: none"> ▪ Original educational certificates/mark sheets, ▪ Valid Identity Proof, ▪ Passport size photographs, ▪ Proof of details furnished in application form ▪ Any other document as may be required by the office.
8.	Whether attendance is mandatory during the period of engagement?	<p>Attendance during the engagement period is mandatory.</p> <p>For Student Interns: A minimum attendance of 75% is mandatory. In cases where attendance falls below the prescribed limit, extension of the internship period and issuance of completion certificate shall not be granted.</p> <p>For Young Professionals: Working hours and attendance requirements shall be as per the regular office timings and norms of the concerned office.</p>
9.	Whether a certificate will be issued upon successful completion of the programme?	A Completion/Experience Certificate shall be issued upon successful completion of the Internship/Engagement, subject to satisfactory performance and fulfilment of all prescribed conditions.
10.	Whether any leave provision is available under the programme?	<p>For Young Professionals: A maximum of 08 days leave in a calendar year shall be admissible on pro-rata basis in accordance with the applicable guidelines.</p> <p>For Student Interns: Leave provisions shall be governed by attendance requirements and project exigencies as decided by the concerned office.</p>
11.	Whether TA/DA shall be admissible for interview/joining?	No TA/DA shall be admissible for attending the interview, joining the assignment, or during the tenure

		of engagement, unless specifically approved by the competent authority.
12.	Whether candidates are required to arrange their own laptops/computers?	Student Interns and Young Professionals are required to arrange their own laptops/computers for execution of assigned work. However, workspace, internet connectivity, and related office support facilities shall be provided as deemed appropriate by the concerned office.
13.	Where may applicants contact for further clarification?	For any further clarification or assistance, applicants may contact through the following official email: Email: iced@cag.gov.in

Applicants are advised to regularly visit the official website of International Centre for Environment Audit and Sustainable Development (iCED), Jaipur for updates, notifications, and related information.