

Internship Policy, 2024 FSSAI

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.

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

- (a) FSSAI (HQ), FDA Bhawan, Kotla Road New Delhi- 110002.
- (b) FSSAI (NR), C/o National Food Laboratory, Ahinsa Khand-II, Indirapuram, Ghaziabad, Next to CISF Camp, Uttar Pradesh-201014.
- (c) FSSAI (Western Region), Hall Mark Business Plaza, Sant Dyaneshwar Marg, Opp. Gurunanak Hospital Road, Bandra (East), Mumbai- 400051
- (d) FSSAI (Southern Region), Central Documentation Complex, (South Wing), Chennai Port Trust, Rajaji Salai, Chennai.
- (e) National Food Laboratory, Chennai
- (f) FSSAI (Eastern Region), 5th Floor, Webel STP II, DN 53 Block, Salt Lake, Sector 5, Kolkata, West Bengal – 700091 Near TCS Gitobitan
- (g) National Food Laboratory, Ahinsa Khand-II, Indirapuram, Ghaziabad, Next to CISF Camp, Uttar Pradesh-201014
- (h) National Food Laboratory, 3, Kyd Street, Kolkata-700016.
- (i) National Food Laboratory Kolkata (Extension Centre, Raxaul, Bihar - 845305
- (j) Any other FSSAI office as identified from time to time.

5. Number of interns

The number of interns/capacity to host the number of interns will be communicated by Divisions at FSSAI (HQ)/Regional Offices and Laboratories to HR Division on monthly basis. However, there will be a limitation of 05 interns at National Food Laboratories/Regional Offices and divisions of FSSAI (HQ).

6. 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.

7. 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) All the applications will be sent to the concerned Nodal Officers nominated for internship for scrutinizing the applications.

(d) The final list of selected candidates along with their date of joining and Internship tenure would be declared online on FSSAI website.

Description	Timeline
Starting/Closing date of receiving application	1st – 15th of the previous month for internship commencing in subsequent month
Announcement of shortlisted candidates	Last Week
Date of Joining	Will be specified

(e) 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.

8 Areas/Domains and number of candidates 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.

Description	Timeline
FSSAI (HQ), New Delhi	Science & Standards, Food Safety Management System, Regulation, Codex, Regulatory Compliance, Human Resource, Finance & Accounts, Imports/Trade and International Cooperation, Quality Assurance, Legal, Information Technology,

	Social & Behavioural Change and Training
Regional Offices- (a) NRO, Ghaziabad, (b) ERO Kolkata, (c) WRO Mumbai and (d) SRO Chennai	Food Imports Clearance and Licensing
National Food Laboratories- (a) NFL Ghaziabad, (b) NFL Kolkata, (c) NFL Kolkata extension centre, Raxaul and (d) NFL Chennai	Food Sampling and Testing

* The area/domain may be added as per the requirement from the office at FSSAI (HQ)/Regional Offices/Laboratories. Maximum number of interns in any division of FSSAI (HQ) and ROs/NFLs will be 05 only. Any increase in the number of interns can be allowed only with the approval of CEO, FSSAI.

9. Assignments

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

10. 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.

11. 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.

Madan Mohan Khantwal
Deputy Director (HR)

