



INTERNSHIP GUIDELINES OF THE NATIONAL GREEN TRIBUNAL

1. PURPOSE

The National Green Tribunal offers an Internship Programme with the objective of providing practical experience of the functioning of a quasi-judicial body. Interns will have the opportunity to learn the provision of National Green Tribunal Act, 2010 as well as National Green Tribunal (Practices and Procedure) Rules, 2011. Interns will also have the opportunity to observe the filing, listing and maintenance of judicial records. The Internship aims to offer hands on exposure to legal processes, case study and court proceedings.

2. TYPE OF INTERNSHIP

National Green Tribunal offers Summer Internship Programme for the month of March, April, May and July ordinarily and Winter Internship Programme in the month of November, December and January ordinarily. This is the full time Internship to be attended physically.

3. PLACE OF INTERNSHIP

Interns can choose place of their internship either at New Delhi (Principal Bench) or one of the Zonal Benches of NGT i.e., at Pune (Western Zonal Bench); Bhopal (Central Zonal Bench); Kolkata (Eastern Zonal Bench) or Chennai (Southern Zonal Bench).

4. ELIGIBILITY CRITERIA

Following students pursuing studies from any recognized College/Law School/University may apply for the Internship:-

- Students pursuing any course in Environmental Studies;
- Preference will be given to Law students in III year of study (or higher) of a five-year Law Programme;
- Preference will be given to Law students in II year of study (or higher) of a three-year Law Programme.

5. APPLICATION

- i. The Internship Applications may be sent either by post or by hand or by e-mail in enclosed format along with **College ID card**. The applications shall be posted to or given by hand to the Office of Registrar General, National Green Tribunal, Principal Bench, Faridkot House, Copernicus Marg, New Delhi-110001 and can be e-mailed to admn.ngt@nic.in.



- ii. The interested eligible students may send their applications in the enclosed format one month prior to commencement month of internship.
- iii. Applications received after the last date may not be considered and no correspondence will be entertained in this regard except in case of exigency. Incomplete applications will not be entertained.

6. SELECTION

All applications received on time and in proper format will be scrutinized and the actual offer will be sent to selected students subject to availability of slot and approval of competent authority. Maximum number of slots to be offered to the students shall be decided by competent authority. Students who did not receive offer letter are competent to re-apply for the Internship.

7. DURATION OF INTERNSHIP

Duration of Internship ordinarily will be of four weeks. The internship shall ordinarily commence on first working day of Internship month or such date as decided by the competent authority.

8. SUPERVISION

Interns will be placed under the supervision of a registry officer and shall complete the tasks under the guidance of such officer.

9. DAILY ATTENDANCE

Interns are required to mark their daily attendance including time of arrival and time of departure with the PA of officer in charge. No leaves will be granted to the Interns during the entire Internship period.

10. SUBMISSION OF REPORT

- At the end of Internship Programme, all the Interns will be required to submit a detailed report (of 1000 words of 12 font size with 1.0 line spacing) on the experience and work undertaken in NGT.
- Interns may also be required to present a research paper on selected topic which will remain as intellectual property of the Tribunal and Interns cannot use it without prior approval of the Tribunal.
- On the last date of Internship, the Interns will be required to give a presentation or brief overview of the learning during the entire Internship based on the report which they have prepared.

11. CERTIFICATE OF INTERNSHIP

On satisfactory completion of Internship and after submitting a report and presenting the same, a certificate of Internship shall be awarded to the



Interns. For satisfactory completion of Internship *inter-alia* full attendance is mandatory, except in case of extreme exigency, leaves will not be considered.

12. REPORTING AND PUNCTUALITY

Interns are expected to be regular, punctual and adhere to the office timing viz., 09:30 AM to 05:00 PM. The official time may vary according to the directions of competent authority.

13. DISCONTINUATION OF INTERNSHIP

Violation of any of the conditions outlined above will result in immediate discontinuation of the Internship, without prior notice. In such case, the Intern may not receive completion Certificate of Internship and their conduct may be reported to their College/University.

14. NON-REMUNERATIVE

The Internship is unpaid and interns must bear their own expenses for lodging, transport and food.

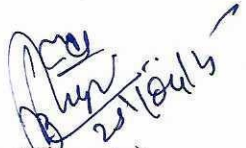
15. CONFIDENTIALITY AND INTEGRITY

Interns must maintain confidentiality regarding the work undertaken during the Internship and uphold the integrity of the Tribunal.

16. WORK PLACE DECORUM

- i. Interns are required to appear in formal black pant with black blazer and white plain shirt and/or white suit and black blazer for girls.
- ii. Interns are expected to maintain dignity, discipline and decorum at the work place. Mobile phones are to be used minimally and should Not be used during court proceedings or while working.

Internship in National Green Tribunal is a very serious affair. National Green Tribunal invests a lot of time and resources on the interns and mentors them seriously. Therefore, interns should apply and/or accept offers of internship after deliberation and with seriousness. Interested students are requested to go through the website of National Green Tribunal and then take a conscious decision.


(S. Vineeta)
Registrar General



NATIONAL GREEN TRIBUNAL
INTERNSHIP APPLICATION FORM

General Information

Name: _____

Current Address: _____

Permanent Address: _____

Mobile No.: _____ Email: _____

Name of the Educational Institution: _____

Name of Head of Department (Present) _____ Contact No. _____

Student ID No. _____

Educational Qualification:

Sr. No.	Examination	Year	Degree	Marks Obtained (CGPA)
1.	1 st Year			
2.	2 nd Year			
3.	3 rd Year			
4.	4 th Year			
5.	5 th Year			
6.	Extracurricular/Community/Volunteer activities and organizations: _____			
7.	Have you studied Environmental Law in your College/University? (only for law students) _____ _____ If yes, which semester? _____			

Office Information:

- Will you be receiving academic credit for this internship?
Yes _____ No _____
- Write the internship month you are interested in applying for:
(March-July) (except June) _____ (Nov-Jan) _____



3. NGT Bench Preference: New Delhi/Kolkata/Chennai/Pune/Bhopal

Answer the questions: -

1. The type of work National Green Tribunal is engaged in (describe briefly):

2. Please state your objectives in choosing this internship. What do you hope to accomplish through this experience? Describe the particular duties you anticipate for yourself during internship at the organization.

Signature of Applicant

Date:
Place:

DECLARATION

I _____ hereby declare that during the proposed Internship period, I do not have any academic commitments in college.

Signature of Applicant