सत्यमेव जयते

MINISTRY OF YOUTH AFFAIRS & SPORTS
Government of India

COMPREHENSIVE INTERNSHIP POLICY

for

MINISTRY OF YOUTH AFFAIRS & SPORTS (MYAS) AND ITS AUTONOMOUS BODIES

Government of India, New Delhi – 2025

PREFACE

The Ministry of Youth Affairs & Sports (MYAS) has developed this comprehensive internship policy to provide structured opportunities for young professionals, researchers, and students to gain practical exposure in sports administration, management, science, and governance. The policy is aligned with the National Sports Policy and Khelo Bharat Niti 2025, focusing on capacity building, clean sport, and professional sports governance.



COMPREHENSIVE INTERNSHIP POLICY



Ministry of Youth Affairs and Sports (MYAS)
Department of Sports
Comprehensive Internship Policy for MYAS and Its Autonomous Bodies

TABLE OF CONTENTS



05 Background & Purpose

06 Objectives of the Internship Programme

07 Synergy with National Sports Policy & Khelo Bharat Niti 2025

08 Annual Estimated Budgetary implication

09 Tentative Annual Schedule

10 Internship Programme for MYAS

17 Internship Programme for SAI

24 Internship Programme for NADA

31 Internship Programme for NDTL

A. BACKGROUND & PURPOSE

The Internship Programme under the Ministry of Youth Affairs & Sports (MYAS) and its autonomous bodies — Sports Authority of India (SAI), National Anti-Doping Agency (NADA), and National Dope Testing Laboratory (NDTL) — is designed to provide structured, meaningful, and policy-aligned exposure to students, researchers, and young professionals across the domains of sports administration, governance, infrastructure development, legal affairs, information technology, anti-doping science, and allied fields.

This programme serves as a capacity-building initiative aimed at infusing young talent into the broader ecosystem of Indian sports governance and integrity. It provides interns with hands-on experience in athlete-centric schemes and programmes such as Khelo India, Target Olympic Podium Scheme (TOPS), National Centres of Excellence (NCOEs), Fit India Movement, Sports Infrastructure Development, Media & Event Management, as well as specialized exposure to anti-doping education, policy implementation, dope testing, and laboratory-based analytical research.

By aligning with the mandates of MYAS, SAI, NADA, and NDTL, the internship programme not only enhances institutional capacity but also contributes to clean sports, transparent governance, scientific advancement, and youth engagement in shaping India's sporting future.



B. OBJECTIVES OF THE INTERNSHIP PROGRAMME

- To provide qualitative exposure to government functioning and sports governance through the Ministry of Youth Affairs & Sports (MYAS) and its autonomous bodies.
- To enable hands-on participation in flagship schemes and programmes such as Khelo India, Target Olympic Podium Scheme (TOPS), Target Asian Games Group (TAGG), SAI Stadia, Regional Centres (RCs), and National Centres of Excellence (NCOEs).
- To encourage youth engagement, digital fluency, innovation, and entrepreneurship in the administration and promotion of sports, fitness, and athlete support systems.
- To build a pipeline of trained professionals capable of contributing effectively to India's sporting ecosystem in areas such as policy, infrastructure, media, IT, legal frameworks, sports science and sports management.
- To relate different sports science subjects and become familiar with the laboratory tests and equipment and also to provide hands on training in research project development, analysis and interpretation of data in sports science.
- To strengthen the fight against doping in sport by engaging interns in awareness programmes, legal compliance, case management, and policy support under the National Anti-Doping Agency (NADA).
- To provide exposure to advanced scientific and technical processes in sports integrity through internships at the National Dope Testing Laboratory (NDTL), including hands-on experience in sample analysis, research, and laboratory-based anti-doping activities.
- To contribute towards clean sport, transparent governance, and scientific advancement in alignment with international standards and India's commitments to fair play and athlete welfare.



C. SYNERGY WITH NATIONAL SPORTS POLICY

The internship programme is closely aligned with the vision of the National Sports Policy and Khelo Bharat Niti 2025, as well as the specific mandates of SAI, NADA, and NDTL. It contributes to the following national objectives:
§ Sports as a People's Movement – Encouraging wider youth participation, creating awareness on fitness, fair play, and clean sport, and building community engagement through initiatives like Khelo India and Fit India Movement.

- **Strengthening Professional Sports Governance** – Supporting SAI, MYAS, and allied bodies in policy execution, athlete management, infrastructure development, and transparent administration.

- **Youth Engagement in Policy & Implementation** – Actively involving young professionals in key schemes (Khelo India, TOPS, NCOEs, TAGG) and in anti-doping education and outreach led by NADA.

- **Private and Academic Sector Collaboration** – Building structured linkages between MYAS/SAI/NADA/NDTL and universities, research institutions, and private stakeholders for projects, internships, and innovation in sports management and science.

- **Recognition of Innovation and Sports Startups** – Promoting digital solutions, entrepreneurial approaches, and creative strategies in sports events, data systems, and athlete support.

- **Commitment to Clean Sport** – Reinforcing India's obligations under international anti-doping standards by involving interns in NADA's awareness programmes and NDTL's technical/scientific processes for dope testing and research.

- **Scientific Advancement in Sports** – Strengthening capacity in laboratory testing, sports science, nutrition, biomechanics, and data-driven policy through exposure at NCOEs and NDTL.

D. ANNUAL ESTIMATED BUDGETARY IMPLICATION

Organisation	Estimated no. of Interns per Annum	Stipend amount per month	Estimated Annual budget (Rs.)	Remarks
MYAS	40	Rs. 20,000/-	48,00,000/-	6 months internship at MYAS Divisions and National Sports Federations, 20 interns per batch inducted twice a year
SAI	160	Rs. 20,000/- (PG level) Rs. 10,000/- (UG level)-for event only	1,80,00,000/-	20 interns (UG level) - event/media purpose
Sports Science SAI	212	Rs. 20,000/-	2,54,40,000/-	Internship Distribution Plan: · SAI Head Office (HO): 16 interns · SAI NSNIS Patiala: 18 interns · SAI NSSC Bangalore: 18 interns · Other 10 Regional Centres (RCs): 16 interns each Each Centre will host 8 interns across 8 Sports Science departments per batch, inducted twice a year. Additionally, at SAI NSNIS Patiala and SAI NSSC Bangalore, 2 interns will be placed in the Biochemistry department per batch, also inducted twice a year.
NADA	20	Rs. 20,000/-	24,00,000/-	6 months internship, 10 interns per batch inducted twice a year
NDTL	20	Rs. 20,000/-	Rs. 20,000/-	6 months internship, 10 interns per batch inducted twice a year
Total	**452**		**5,30,40,000/-**	

Expenditure Head:
For disbursement of stipends to all interns, funds shall be released under the **HRDS Scheme,** in accordance with the CNA/TSA guidelines.

SAI shall be the **designated agency** for disbursing stipends to both **SAI interns** and **MYAS interns.**

Further, **NDTL** and **NADA** shall release stipends to their respective interns.

E. TENTATIVE ANNUAL SCHEDULE: INTERNSHIP DURATION 06 MONTHS

Batch	Aspect	Timeline
01	Opening of Application Window	December 1st week (Applications open for 01 week)
	Time for scrutiny	02 weeks
	Notification of result	End of December
	Joining Date	January 15th
02	Opening of Application Window	June 1st week (Applications open for 01 week)
	Time for scrutiny	02 weeks
	Notification of result	End of June
	Joining Date	July 15th



PART I

INTERNSHIP PROGRAMME MINISTRY OF YOUTH AFFAIRS AND SPORTS (MYAS), GOVT. OF INDIA

1. ELIGIBILITY CRITERIA

- **Nationality Requirement**
  - The internship shall be open to Indian Nationals only
- **Streams & Eligible Degrees**
  - Internship opportunities will be available in diverse domains across MYAS. Eligibility will depend on the role and the organizational requirement:

Internship Role	Eligible Streams/Degrees	Remarks
General Sports Management Internship	Masters/PhD in Sports Management, Physical Education, Public Administration, allied sectors	• Currently enrolled postgraduate students (Master's/PG Diploma) from recognized institutions/universities, or research scholars in relevant disciplines, as applicable to the internship role, are eligible to apply. • The students who have appeared in the final exam or just completed PG may also be considered for internship provided that: ◦ The period between the month of declaration of result of final exam and the desired month of internship should not exceed six months e.g. if the result is declared in the month of June, then he/she can apply for the internship beginning till the month of December.
Legal Internship	PG Diploma in Sports Law, PhD in Legal Studies, allied degrees	
IT & Data Systems Internship	ME/MTech in IT/Computer Science, MCA, allied engineering streams	
Policy & International Relations Internship	MA/PhD in Political Science, International Relations, Public Policy, Economics	

- **Additional Conditions**
  - **Statement of Purpose:** All applicants must submit a statement of purpose highlighting motivation, goals, and expected outcomes.
  - **No Objection Certificate (NOC):** Applicants enrolled in academic institutions must provide a duly signed NOC confirming good conduct and absence of active backlogs.
  - **One-time Internship per Academic Level:** Candidates may undertake internship only once at each academic level (UG/PG/PhD). Repeat applications within the same academic level will be rejected.
  - **Incomplete Applications:** Any incomplete or unsigned applications shall be rejected.

- **Age Requirement**
  - The minimum age for internship is 20 years, and the preferred upper age limit is 25 years (as per MYAS norms).
  - However, upper age relaxation may be considered for postgraduate, doctoral, or research scholars, particularly in specialized domains such as legal, IT, etc.
  - MYAS shall have the discretion to grant relaxation on a case-to-case basis, depending on the nature of the internship, candidate profile, or specific project requirements.

2. DURATION & INTERNSHIP STRUCTURE

- Internships will typically be offered for a duration of 6 months
- Interns will be inducted in two centralized batches per year — December and June.

3. AREAS OF INTERNSHIP & ROLE DESCRIPTIONS

Internships shall be offered across the following domains, depending on the mandate and functional requirements of MYAS.

- **Ministry of Youth Affairs & Sports (MYAS)**
    - **Policy & Research** – Support in drafting, evaluation, and review of sports policies, schemes, and governance frameworks.
    - **International Relations & Governance** – Assistance in global sports engagement, bilateral/multilateral cooperation, and international event coordination.
    - **General Sports Management** – Exposure to scheme implementation (Khelo India, TOPS, Fit India), project monitoring, and stakeholder coordination.
    - **Information Technology & Data Systems** – Development of dashboards, MIS, digital tools, and IT-enabled solutions for scheme management.
    - **Legal Internship** – Drafting MoUs, supporting compliance, RTI responses, and reviewing contracts related to sports governance.

4. INTERNSHIP CAPACITY & LOCATION

Organisation	Place of Work	Yearly Intern Capacity	Remarks
MYAS	HQ Divisions, New Delhi	20	Inducted twice yearly @10 per batch
	NSFs (National Sports Federations)	20	Inducted twice yearly @10 per batch

- **Note**
    - Placement is primarily in New Delhi (MYAS HQ)
    - Relaxations in intern numbers may be considered on a case-to-case basis for events, large-scale programmes, or project requirements, subject to competent authority approval.
    - Interns may be allocated to multiple units within an organisation during their tenure, depending on project needs.

5. APPLICATION PROCESS & SELECTION

Aspect	Process
Application Portal	Centralised online portal.
Advertisement / Intake Frequency	Twice yearly (December & June). Intake may be increased for events, campaigns, or special projects, subject to the approval of the Competent Authority.
Selection Process	**1.Scrutiny of Applications:** Applications shall be scrutinized to verify eligibility, academic qualifications, Statement of Purpose, and No Objection Certificate (NOC). **2. Order of Merit:** Suitable weightage may be accorded to marks obtained in 10th, 12th, and Graduation, as applicable and an objective ranking criteria may be established accordingly as decided by CA of respective organisations (SOP shall be developed by MYAS). **3. Notification of Results**
Selection Committees	Committees established for selection shall include senior officials, domain experts, and project leads.
Event-Based / Special Intake	For short-term or event-specific internships, committees may convene on a fast-track basis; selection may rely on purpose, prior experience, and recommendations.

- **Note**

- All applicants must submit complete applications with Statement of Purpose and NOC (where applicable).
  - Incomplete or unsigned applications will be rejected.
  - Organisations may introduce additional domain-specific assessments for specialised roles.
  - No new expenditure is proposed for IT interventions like digital portal, certificate, dashboards, etc. Any additional technical requirement, if needed in future, will strictly remain within the approved budget outlay under HRDS and will be taken up with IFD beforehand.

6. STIPEND/INTERNSHIP FEE

Organisation	Stipend / Honorarium	Remarks
MYAS	Rs. 20,000/- per month	Stipend may be revised periodically. Interns to follow MYAS HR policies for attendance and leave.

- **Additional Notes**
    - Stipend disbursement may be monthly or at mid-term/final completion depending on approval by competent authority and availability of budget.
    - Interns on event-based projects or short-term campaigns may receive enhanced allowances for outstation assignments depending on approval by competent authority and availability of budget.

7. MENTORING & REPORTING

Mentor Officer	Reporting Requirements
Each intern assigned a Mentor Officer who shall be nominated by the Competent Authority of respective organisations.	1.Weekly progress reports shall be submitted online by the intern. 2. Presentation/report mandatory at the end of internship.

- **Notes**
    - Interns are expected to proactively communicate progress and challenges to their Mentor Officer.
    - Field visits, training, or event participation may require flexible hours, with prior approval.
    - Non-compliance with reporting, attendance, or timelines may result in disciplinary action or early termination.

8. COLLABORATION WITH ACADEMIC INSTITUTIONS

Organisation	Collaboration Scope	Remarks
MYAS	Formal tie-ups with universities/institutes for structured internships, research projects, policy studies, and dissertation guidance	Academic credit and recognition to be coordinated with institutions.

- Formal Memoranda of Understanding (MoUs) may be signed with academic institutions to standardize internship roles and expectations.
- Academic supervision may complement organisational Mentorship to ensure learning objectives are met.
- Collaboration supports mutual objectives: skill development for students and project support for the organisations.

9. CONFIDENTIALITY & DATA PROTECTION

- The intern shall be subject to the provisions of the Indian Official Secrets Act, 1923, and hence shall not divulge any information or documents gathered during the period of assignment and thereafter to any person/office, not authorized to have the same
- All interns must sign a confidentiality agreement, the IPR will rest with MYAS and the respective bodies
- Upon completion or termination of the internship, interns must return all documents, materials, and data (in any form) belonging to the organisation and provide written confirmation that no copies have been retained.
- Confidentiality obligations shall continue to apply even after the internship ends.
- Any breach of these terms and conditions will lead to immediate termination of the internship and be reported to the concerned institution.

10. CODE OF CONDUCT

- Interns must adhere to organisation conduct rules.
- No media interaction, public statements, disclosure of lab results/research data or representation without prior approval.
- Compliance with Official Secrets Act, Anti Doping confidentiality protocols and government confidentiality norms is mandatory.
- Interns must maintain professionalism, integrity, and confidentiality in all assignments.
- Any violation of the code of conduct may lead to immediate termination of the internship.

11. ATTENDANCE, LEAVE & EVALUATION

Organisation	Attendance Requirement	Leave Policy	Evaluation / Performance Review
MYAS	Minimum 75% attendance per month required.	Leave not to exceed 5 consecutive days without prior approval.	Weekly online progress reports to Mentor Officer; final performance review and report submission mandatory.

- Attendance will be monitored by Mentor Officers and recorded officially.
- Leaves beyond 5 consecutive days shall require written justification; excessive absenteeism may lead to termination.
- Evaluation shall consider **timely submission of reports, quality of work, participation in projects/events, and overall discipline.**

12. CERTIFICATION OF COMPLETION

- A Certificate of Completion shall be issued upon successful completion of the internship.
- The certificate will include key details such as:
  - Duration of the internship
  - Division/Unit of placement
  - Role/Designation assigned
  - Summary of Contributions and Performance
- The certificate shall be digitally verifiable and integrated with DigiLocker for authenticity and ease of access
- Only interns meeting attendance, reporting, and performance requirements will be eligible for final certification.

13. EARLY TERMINATION

The internship may be terminated at any stage by theorganisation due to:

- Misconduct or violation of the organisation's Code of Conduct.
- Breach of confidentiality or misuse of sensitive information.
- Unsatisfactory performance or failure to meet assigned responsibilities.
- Unauthorized absence exceeding 25% of the internship period.
- Violation of any other applicable rules, regulations, or norms.

14. LEGAL & FINANCIAL TERMS

- The internship does not constitute employment. There is no legal or contractual employer-employee relationship between the intern and the organisation.
- Completion of the internship does not guarantee any offer of future employment.

15. REVIEW & RELAXATION

- The internship policy will be reviewed yearly to incorporate improvements and best practices.
- The Competent Authority—Secretary/JS (MYAS) is empowered to relax any of the terms of this policy in special or exceptional cases.
- Any deviation with financial implications will require prior concurrence of IFD even if approved by the Competent Authority of the organisation.

PART II

INTERNSHIP PROGRAMME FOR SPORTS AUTHORITY OF INDIA (SAI)

1. ELIGIBILITY CRITERIA

- **Nationality Requirement**
  - The internship shall be open to Indian Nationals only

- **Streams & Eligible Degrees**
  - Internship opportunities will be available in diverse domains across SAI. Eligibility will depend on the role and the organizational requirement:

Internship Role	Eligible Streams/Degrees	Remarks
General Sports Management Internship	Masters/PhD in Sports Management, Physical Education, Public Administration, allied sectors	• Currently enrolled final year undergraduate students (only for event and media internship), currently enrolled postgraduate students (Master's/PG Diploma) from recognized institutions/universities, or research scholars in relevant disciplines, as applicable to the internship role, are eligible to apply. • The students who have appeared in the final exam or just completed Graduation/PG may also be considered for internship provided that: • The period between the month of declaration of result of final exam and the desired month of internship should not exceed six months e.g. if the result is declared in the month of June, then he/she can apply for the internship beginning till the month of December.
Legal Internship	PG Diploma in Sports Law, PhD in Legal Studies, allied degrees	
Sports Infrastructure Internship	ME/MTech/PhD in Civil Engineering, M.Arch, Masters/PhD in Architecture/Urban Planning, allied degrees	
Event & Media Internship	BBA/MBA in Event Management, BA/MA in Mass Media, PR, Advertising, Communications	
IT & Data Systems Internship	ME/MTech in IT/Computer Science, MCA, allied engineering streams	
Sports Science	Sports Medicine- Post graduate residents/ recognized specialists in PMR/ Ortho/Medicine / Surgery Sports Physiotherapy- Masters in Physiotherapy Sports Physiology- M. Sc Physiology/Human Physiology/Sports and Exercise Physiology/Medical Physiology) Anthropometry- M. Sc Physical / Biological Anthropology/ Sports Anthropometry Biochemistry- M. Sc Biochemistry/ Sports Sciencewith Biochemistry as a specialization Sports Biomechanics- M. Sc Sports and Exercise Science (specialization in Biomechanics)/ Sports Biomechanics/ Biophysics/ Human movement science/ MTech in Mechanical Engineering (Specialization in Biomechanics) Sports Psychology/Psychology- M.A./ M.Sc in Psychology/ Applied Psychology /Sports Psychology /Clinical Psychology/ Counseling and Guidance Sports Nutrition/Nutrition- M.Sc Sports Nutrition/ Foods & Nutrition or equivalent Strength and Conditioning- M. Sc Sports Science/ Masters in Physical Education	

- **Additional Conditions**
    - **Statement of Purpose:** All applicants must submit a statement of purpose highlighting motivation, goals, and expected outcomes.
    - **No Objection Certificate (NOC):** Applicants enrolled in academic institutions must provide a duly signed NOC confirming good conduct and absence of active backlogs.
    - **One-time Internship per Academic Level:** Candidates may undertake internship only once at each academic level (UG/PG/PhD). Repeat applications within the same academic level will be rejected.
    - **Incomplete Applications:** Any incomplete or unsigned applications shall be rejected.

- **Age Requirement**
    - The minimum age for internship is 20 years, and the preferred upper age limit is 25 years
    - However, upper age relaxation may be considered for postgraduate, doctoral, or research scholars, particularly in specialized domains such as legal, IT, sports science, or laboratory-based research.
    - SAI shall have the discretion to grant relaxation on a case-to-case basis, depending on the nature of the internship, candidate profile, or specific project requirements.

2. DURATION & INTERNSHIP STRUCTURE

- Internships will typically be offered for a duration of 6 months (03 months for event/media internship)
- Interns will be inducted in two centralized batches per year — December and June.

3. AREAS OF INTERNSHIP & ROLE DESCRIPTIONS

Internships shall be offered across the following domains, depending on the mandate and functional requirements of SAI.

- **General Sports Management** – Operations of Khelo India, TOPS, NCOEs, TAGG, and athlete support systems.
- **Infrastructure & Architecture** – Participation in DPR preparation, site supervision, architectural planning, and sports facility monitoring.
- **Event Management & Media** – Coordination of sporting events, logistics, media coverage, and content creation for digital platforms.
- **Legal Internship** – Support to SAI's legal wing for documentation, MoU vetting, and grievance handling.
- **Information Technology & Smart Infrastructure** – Engagement in IT system development, smart stadia management, and cybersecurity.
- **Sports science** - Support to SAI Sports Science Division to integrate scientific knowledge with athlete training and development.

4. INTERNSHIP CAPACITY & LOCATION

Location	Yearly Intern Capacity	Remarks
SAI HO and Stadia, New Delhi	20	Inducted twice yearly @10 per batch
SAI Regional Centres and NCOEs	120	12 Regional Centres (Inducted twice yearly @5 per batch/RC
SAI HO – Sports Science	16	Inducted twice yearly @8 per batch across *8 Sports Science departments
SAI Regional Centres and NCOEs - Sports Science Dept	196	Inducted twice yearly @8 per batch/RC across 8 sports science departments. • 10 Regional Centres (RCs): 16 interns/year/RC • SAI NSNIS Patiala: 18 interns/year (2 additional interns in Biochemistry Dept.) • ·SAI NSSC Bangalore: 18 interns/year (2 additional interns in Biochemistry Dept.)
Events Specific	20	Maximum cap of 10 interns per event, subject to case-by-case approval of the Competent Authority
Total	**372**	

***Sports Science disciplines - Sports Medicine, Physiotherapy, Physiology, Anthropometry, Biomechanics, Strength and Conditioning, Psychology, Nutrition**

- **Notes**
  - Placement is primarily across SAI HO/Centres/Stadia/NCOEs pan-India.
  - Relaxations in intern numbers may be considered on a case-to-case basis for events, large-scale programmes, or project requirements, subject to competent authority approval.
  - Interns may be allocated to multiple units within an organisation during their tenure, depending on project needs.

5. APPLICATION PROCESS & SELECTION

Aspect	Process
Application Portal	Centralised online portal.
Advertisement / Intake Frequency	Twice yearly (December & June). Intake may be increased for events, campaigns, or special projects, subject to the approval of the Competent Authority.
Selection Process	**1. Scrutiny of Applications:** Applications shall be scrutinized to verify eligibility, academic qualifications, Statement of Purpose, and No Objection Certificate (NOC). **2. Order of Merit:** Suitable weightage may be accorded to marks obtained in 10th, 12th, and Graduation, as applicable and an objective ranking criteria may be established accordingly as decided by CA of respective organisations (SOP shall be developed by SAI). **3. Notification of Results**
Selection Committees	Committees established for selection shall include senior officials, domain experts, and project leads.
Event-Based / Special Intake	For short-term or event-specific internships, committees may convene on a fast-track basis; selection may rely on purpose, prior experience, and recommendations.

- **Note**

- All applicants must submit complete applications with Statement of Purpose and NOC (where applicable).
  - Incomplete or unsigned applications will be rejected.
  - Organisations may introduce additional domain-specific assessments for specialised roles.
  - No new expenditure is proposed for IT interventions like digital portal, certificate, dashboards, etc. Any additional technical requirement, if needed in future, will strictly remain within the approved budget outlay under HRDS and will be taken up with IFD beforehand.

6. STIPEND/INTERNSHIP FEE

Organisation	Stipend / Honorarium	Logistics Support	Remarks
MYAS	Rs. 20,000/- (PG level) Rs. 10,000/- (UG level)- for event only	Transport support for training/events; access to training/lab facilities and IT infrastructure.	Stipend may be revised periodically. Interns to follow SAI HR policies for attendance and leave.

- **Additional Notes**
    - Stipend disbursement may be monthly or at mid-term/final completion depending on approval by competent authority and availability of budget.
    - Interns on event-based projects or short-term campaigns may receive enhanced allowances for outstation assignments depending on approval by competent authority and availability of budget.

7. MENTORING & REPORTING

Mentor Officer	Reporting Requirements
Each intern assigned a Mentor Officer who shall be nominated by the Competent Authority of respective organisations.	1. Weekly progress reports shall be submitted online by the intern. 2. Presentation/report mandatory at the end of internship.

- **Notes**
    - Interns are expected to proactively communicate progress and challenges to their Mentor Officer.
    - Field visits, training, or event participation may require flexible hours, with prior approval.
    - Non-compliance with reporting, attendance, or timelines may result in disciplinary action or early termination.

8. COLLABORATION WITH ACADEMIC INSTITUTIONS

Organisation	Collaboration Scope	Remarks
SAI	Formal tie-ups with universities/institutes for structured internships, research projects, policy studies, and dissertation guidance.	Academic credit and recognition to be coordinated with institutions.

- Formal Memoranda of Understanding (MoUs) may be signed with academic institutions to standardize internship roles and expectations.
- Academic supervision may complement organisational Mentorship to ensure learning objectives are met.
- Collaboration supports mutual objectives: skill development for students and project support for the organisations.

9. CONFIDENTIALITY & DATA PROTECTION

- The intern shall be subject to the provisions of the Indian Official Secrets Act, 1923, and hence shall not divulge any information or documents gathered during the period of assignment and thereafter to any person/office, not authorized to have the same
- All interns must sign a confidentiality agreement, the IPR will rest with MYAS and the respective bodies
- Upon completion or termination of the internship, interns must return all documents, materials, and data (in any form) belonging to the organisation and provide written confirmation that no copies have been retained.
- Confidentiality obligations shall continue to apply even after the internship ends.
- Any breach of these terms and conditions will lead to immediate termination of the internship and be reported to the concerned institution.

10. CODE OF CONDUCT

- Interns must adhere to organisation conduct rules.
- No media interaction, public statements, disclosure of lab results/research data or representation without prior approval.
- Compliance with Official Secrets Act, Anti Doping confidentiality protocols and government confidentiality norms is mandatory.
- Interns must maintain professionalism, integrity, and confidentiality in all assignments.
- Any violation of the code of conduct may lead to immediate termination of the internship.

11. ATTENDANCE, LEAVE & EVALUATION

Organisation	Attendance Requirement	Leave Policy	Evaluation / Performance Review
SAI	Minimum 75% attendance per month required.	Leave not to exceed 5 consecutive days without prior approval.	Weekly online progress reports to Mentor Officer; final performance review and report submission mandatory.

- Attendance will be monitored by Mentor Officers and recorded officially.
- Leaves beyond 5 consecutive days shall require written justification; excessive absenteeism may lead to termination.
- Evaluation shall consider **timely submission of reports, quality of work, participation in projects/events, and overall discipline.**

12. CERTIFICATION OF COMPLETION

- A Certificate of Completion shall be issued upon successful completion of the internship.
- The certificate will include key details such as:
  - Duration of the internship
  - Division/Unit of placement
  - Role/Designation assigned
  - Summary of Contributions and Performance
- The certificate shall be digitally verifiable and integrated with DigiLocker for authenticity and ease of access
- Only interns meeting attendance, reporting, and performance requirements will be eligible for final certification.

13. EARLY TERMINATION

The internship may be terminated at any stage by theorganisation due to:

- Misconduct or violation of the organisation's Code of Conduct.
- Breach of confidentiality or misuse of sensitive information.
- Unsatisfactory performance or failure to meet assigned responsibilities.
- Unauthorized absence exceeding 25% of the internship period.
- Violation of any other applicable rules, regulations, or norms.

14. LEGAL & FINANCIAL TERMS

- The internship does not constitute employment. There is no legal or contractual employer-employee relationship between the intern and the organisation.
- Completion of the internship does not guarantee any offer of future employment.

15. REVIEW & RELAXATION

- The internship policy will be reviewed yearly to incorporate improvements and best practices.
- The Competent Authority—DG, SAI is empowered to relax any of the terms of this policy in special or exceptional cases.
- Any deviation with financial implications will require prior concurrence of IFD even if approved by the Competent Authority of the organisation.

PART III

INTERNSHIP PROGRAMME FOR NATIONAL ANTI-DOPING AGENCY (NADA)

1. ELIGIBILITY CRITERIA

- **Nationality Requirement**
  - The internship shall be open to Indian Nationals
  - The internship shall also be extended to foreign nationals subject to approval of the Competent Authority and compliance with confidentiality protocols.
  - Foreign interns shall be considered only after mandatory clearance from MHA/MEA keeping in the view the sensitive nature of anti doping operations. Additional confidentiality safeguards (NDA, data compartmentalisation), shall be incorporated to mitigate risks.

- **Streams & Eligible Degrees**
  - Internship opportunities will be available in diverse domains across NADA. Eligibility will depend on the role and the organizational requirement:

Internship Role	Eligible Streams/Degrees	Remarks
Legal Internship	PG/PG Diploma in Sports Law, Legal Studies and allied degrees	• Currently enrolled final year postgraduate students (Master's/PG Diploma) from recognized institutions/universities, or research scholars in relevant disciplines, as applicable to the internship role, are eligible to apply. • The students who have appeared in the final exam or just completed PG may also be considered for internship provided that: ◦ The period between the month of declaration of result of final exam and the desired month of internship should not exceed six months e.g. if the result is declared in the month of June, then he/she can apply for the internship beginning till the month of December.
Anti-Doping Policy Internship	PG in Law, Sports Management, Life Science, Public Policy, allied legal and governance studies	
Anti-Doping Education & Outreach Internship	PG In Education, Psychology, Sports Management, Physical Education, Mass Communication, Public Health and allied degrees	
Research & Data Analytics Internship	PG in Statistics, Data Science, Public Policy, Sports Science and allied degrees	

- **Additional Conditions**
  - **Statement of Purpose:** All applicants must submit a statement of purpose highlighting motivation, goals, and expected outcomes.

- **No Objection Certificate (NOC):** Applicants enrolled in academic institutions must provide a duly signed NOC confirming good conduct and absence of active backlogs.
- **Incomplete Applications:** Any incomplete or unsigned applications shall be rejected.

- **Age Requirement**

  - The minimum age for internship is 20 years, and the preferred upper age limit is 25 years
  - However, upper age relaxation may be considered for postgraduate, doctoral, or research scholars, particularly in specialized domains such as legal, IT or sports science.
  - NADA shall have the discretion to grant relaxation on a case-to-case basis, depending on the nature of the internship, candidate profile, or specific project requirements.

2. DURATION & INTERNSHIP STRUCTURE

- Internships will typically be offered for a duration of 6 months
- Interns will be inducted in two centralized batches per year — December and June.

3. AREAS OF INTERNSHIP & ROLE DESCRIPTIONS

Internships shall be offered across the following domains, depending on the mandate and functional requirements of NADA.

- **National Anti-Doping Agency (NADA)**

  - **Anti-Doping Policy & Legal Internship** – Case management, legal research, coordination with empanelled lawyers, drafting of legal documents, and review of compliance with anti-doping rules.
  - **Awareness & Education Programmes** – Designing and implementing outreach and education campaigns for athletes, coaches, and federations.
  - **Research & Policy Support** – Contribution to anti-doping frameworks, monitoring mechanisms, and harmonisation with WADA Code and international best practices.
  - **Media & Outreach** – Content creation for awareness campaigns, digital media support, and documentation of anti-doping initiatives.

4. INTERNSHIP CAPACITY & LOCATION

Organisation	Location	Yearly intern capacity	Remark
NADA	NADA HQ, New Delhi	20	Inducted twice yearly @10 per batch

- **Note**
  - Location is primarily in New Delhi.
  - Relaxations in intern numbers may be considered on a case-to-case basis for events, large-scale programmes, or project requirements, subject to competent authority approval.
  - Interns may be allocated to multiple units within an organisation during their tenure, depending on project needs.

5. APPLICATION PROCESS & SELECTION

Aspect	Process
Application Portal	Centralised online portal.
Advertisement / Intake Frequency	Twice yearly (December & June). Intake may be increased for events, campaigns, or special projects, subject to the approval of the Competent Authority.
Selection Process	**1.Scrutiny of Applications:** Applications shall be scrutinized to verify eligibility, academic qualifications, Statement of Purpose, and No Objection Certificate (NOC). **2. Order of Merit:** Suitable weightage may be accorded to marks obtained in 10th, 12th, and Graduation, as applicable and an objective ranking criteria may be established accordingly as decided by CA of respective organisations (SOP shall be developed by NADA). **3. Notification of Results**
Selection Committees	Committees established for selection shall include senior officials, domain experts, and project leads.
Event-Based / Special Intake	For short-term or event-specific internships, committees may convene on a fast-track basis; selection may rely on purpose, prior experience, and recommendations.

- **Notes**
  - Organisations may introduce additional domain-specific assessments for specialised roles.
  - No new expenditure is proposed for IT interventions like digital portal, certificate, dashboards, etc. Any additional technical requirement, if needed in future, will strictly remain within the approved budget outlay under HRDS and will be taken up with IFD beforehand.

6. STIPEND/INTERNSHIP FEE

Organisation	Stipend / Honorarium	Logistics Support	Remarks
NADA	Rs. 20,000/-	Transport support for training/events; access to training/lab facilities and IT infrastructure. Travel reimbursement as per rules for official visits/projects/events	Stipend may be revised periodically. Interns to follow NADA HR policies for attendance and leave.

- **Additional Notes**
  - Travel, accommodation, and other logistical support are subject to approval by competent authority and availability of budget.
  - Stipend disbursement may be monthly or at mid-term/final completion depending on approval by competent authority and availability of budget.
  - Interns on event-based projects or short-term campaigns may receive enhanced allowances for outstation assignmentsdepending on approval by competent authority and availability of budget.

7. MENTORING & REPORTING

Mentor Officer	Reporting Requirements
Each intern assigned a Mentor Officer who shall be nominated by the Competent Authority of respective organisations.	1. Weekly progress reports shall be submitted online by the intern. 2. Presentation/report mandatory at the end of internship.

- **Notes**
    - Interns are expected to proactively communicate progress and challenges to their Mentor Officer.
    - Field visits, training, or event participation may require flexible hours, with prior approval.
    - Non-compliance with reporting, attendance, or timelines may result in disciplinary action or early termination.

8. COLLABORATION WITH ACADEMIC INSTITUTIONS

Organisation	Collaboration Scope	Remarks
NADA	Formal tie-ups with universities/institutes for structured internships, research projects, policy studies, and dissertation guidance.	Academic credit and recognition to be coordinated with institutions.

- Formal Memoranda of Understanding (MoUs) may be signed with academic institutions to standardize internship roles and expectations.
- Academic supervision may complement organisational Mentorship to ensure learning objectives are met.
- Collaboration supports mutual objectives: skill development for students and project support for the organisations.

9. CONFIDENTIALITY & DATA PROTECTION

- The intern shall be subject to the provisions of the Indian Official Secrets Act, 1923, and hence shall not divulge any information or documents gathered during the period of assignment and thereafter to any person/office, not authorized to have the same
- All interns must sign a confidentiality agreement, the IPR will rest with MYAS and the respective bodies
- Upon completion or termination of the internship, interns must return all documents, materials, and data (in any form) belonging to the organisation and provide written confirmation that no copies have been retained.
- Confidentiality obligations shall continue to apply even after the internship ends.
- Any breach of these terms and conditions will lead to immediate termination of the internship and be reported to the concerned institution.

10. CODE OF CONDUCT

- Interns must adhere to organisation conduct rules.
- No media interaction, public statements, disclosure of lab results/research data or representation without prior approval.
- Compliance with Official Secrets Act, Anti-Doping confidentiality protocols and government confidentiality norms is mandatory.
- Interns must maintain professionalism, integrity, and confidentiality in all assignments.
- Any violation of the code of conduct may lead to immediate termination of the internship.

11. ATTENDANCE, LEAVE & EVALUATION

Organisation	Attendance Requirement	Leave Policy	Evaluation / Performance Review
NADA	Minimum 75% attendance per month required.	Leave not to exceed 5 consecutive days without prior approval.	Weekly online progress reports to Mentor Officer; final performance review and report submission mandatory

  - Attendance will be monitored by Mentor Officers and recorded officially.
  - Leaves beyond 5 consecutive days shall require written justification; excessive absenteeism may lead to termination.
  - Evaluation shall consider **timely submission of reports, quality of work, participation in projects/events, and overall discipline.**

12. CERTIFICATION OF COMPLETION

- A Certificate of Completion shall be issued upon successful completion of the internship.
- The certificate will include key details such as:
  - Duration of the internship
  - Division/Unit of placement
  - Role/Designation assigned
  - Summary of Contributions and Performance
  - The certificate shall be digitally verifiable and integrated with DigiLocker for authenticity and ease of access
- Only interns meeting attendance, reporting, and performance requirements will be eligible for final certification.

13. EARLY TERMINATION

The internship may be terminated at any stage by theorganisation due to:

- Misconduct or violation of the organisation's Code of Conduct.
- Breach of confidentiality or misuse of sensitive information.
- Unsatisfactory performance or failure to meet assigned responsibilities.
- Unauthorized absence exceeding 25% of the internship period.
- Violation of any other applicable rules, regulations, or norms.

14. LEGAL & FINANCIAL TERMS

- The internship does not constitute employment. There is no legal or contractual employer-employee relationship between the intern and the organisation.
- Completion of the internship does not guarantee any offer of future employment.

15. REVIEW & RELAXATION

- The internship policy will be reviewed yearly to incorporate improvements and best practices.
- The Competent Authority—DG, NADA is empowered to relax any of the terms of this policy in special or exceptional cases
- Any deviation with financial implications will require prior concurrence of IFD even if approved by the Competent Authority of the organisation.

PART IV

INTERNSHIP PROGRAMME FOR NATIONAL DOPE TESTING LABORATORY (NDTL)

1. ELIGIBILITY CRITERIA

- **Nationality Requirement**
  - The internship shall be open to Indian Nationals
  - The internship shall also be extended to foreign nationals subject to approval of the Competent Authority and compliance with confidentiality protocols.
  - Foreign interns shall be considered only after mandatory clearance from MHA/MEA keeping in the view the sensitive nature of anti doping operations. Additional confidentiality safeguards (NDA data compartmentalisation), shall be incorporated to mitigate risks.

- **Streams & Eligible Degrees**
  - Internship opportunities will be available in diverse domains across NDTL. Eligibility will depend on the role and the organizational requirement:

Internship Role	Eligible Streams/Degrees	Remarks
Anti Doping Laboratory Internship	MSc in Chemistry, Biochemistry, Biotechnology, Forensic Science, Bio-Sciences. M. Pharm	The candidate should be pursuing his/her PG course (II year) (Final Semester)

- **Additional Conditions**
  - **Statement of Purpose:** All applicants must submit an statement of purpose highlighting motivation, goals, and expected outcomes.
  - **No Objection Certificate (NOC):** Applicants enrolled in academic institutions must provide a duly signed NOC confirming good conduct and absence of active backlogs.
  - **Incomplete Applications:** Any incomplete or unsigned applications shall be rejected.

- **Age Requirement**
  - The minimum age for internship is 20 years, and the preferred upper age limit is 25 years.
  - NDTL shall have the discretion to grant relaxation on a case-to-case basis, depending on the nature of the internship, candidate profile, or specific project requirements.

2. DURATION & INTERNSHIP STRUCTURE

- Internships will typically be offered for a duration of 6 months
- Interns will be inducted in two centralized batches per year — December and June.

3. AREAS OF INTERNSHIP & ROLE DESCRIPTIONS

Internships shall be offered across the following domains, depending on the mandate and functional requirements of NDTL.

- **National Dope Testing Laboratory (NDTL)**
  - **Anti-Doping Science** – Exposure to analytical techniques, anti-doping sample testing, and laboratory quality assurance processes.
  - **Chemical & Biological Sciences** – Internships for students from Chemistry, Biochemistry, Biotechnology, Pharmacology, Forensic Science, and allied life sciences.
  - **Research & Development** – Participation in R&D projects related to analytical methods, metabolite detection, and anti-doping innovations.
  - **Policy & Documentation Support** – Assistance in maintaining laboratory compliance with international accreditation standards (ISO/IEC 17025) and reporting protocols.

4. INTERNSHIP CAPACITY & LOCATION

Organisation	Location	Yearly intern capacity	Remark
NDTL	NDTL, New Delhi	20	Inducted twice yearly @10 per batch

- **Note**
  - Placement is primarily in New Delhi
  - Relaxations in intern numbers may be considered on a case-to-case basis for events, large-scale programmes, or project requirements, subject to competent authority approval.
  - Interns may be allocated to multiple units within an organisation during their tenure, depending on project needs.

5. APPLICATION PROCESS & SELECTION

Aspect	Process
Application Portal	Centralised online portal.
Advertisement / Intake Frequency	Twice yearly (December & June). Intake may be increased for events, campaigns, or special projects, subject to the approval of the Competent Authority.
Selection Process	**1. Scrutiny of Applications:** Applications shall be scrutinized to verify eligibility, academic qualifications, Statement of Purpose, and No Objection Certificate (NOC). **2. Order of Merit:** Suitable weightage may be accorded to marks obtained in 10th, 12th, and Graduation, as applicable and an objective ranking criteria may be established accordingly as decided by CA of respective organisations (SOP shall be developed by NDTL). **3. Notification of Results**
Selection Committees	Committees established for selection shall include senior officials, domain experts, and project leads.
Event-Based / Special Intake	For short-term or event-specific internships, committees may convene on a fast-track basis; selection may rely on purpose, prior experience, and recommendations.

- **Note**
  - All applicants must submit complete applications with Statement of Purpose and NOC (where applicable).
  - Incomplete or unsigned applications will be rejected.
  - Organisations may introduce additional domain-specific assessments for specialised roles.
  - No new expenditure is proposed for IT interventions like digital portal, certificate, dashboards, etc. Any additional technical requirement, if needed in future, will strictly remain within the approved budget outlay under HRDS and will be taken up with IFD beforehand.

6. STIPEND/INTERNSHIP FEE

Organisation	Stipend / Honorarium	Remarks
NDTL	Rs. 20,000/-	Stipend may be revised periodically. Interns to follow NDTL HR policies for attendance and leave.

- **Additional Notes**
    - Stipend disbursement may be monthly or at mid-term/final completion depending on approval by competent authority and availability of budget.
    - Interns on event-based projects or short-term campaigns may receive enhanced allowances for outstation assignments depending on approval by competent authority and availability of budget.

7. MENTORING & REPORTING

Mentor Officer	Reporting Requirements
Each intern assigned a Mentor Officer who shall be nominated by the Competent Authority of respective organisations.	1. Weekly progress reports shall be submitted online by the intern. 2. Presentation/report mandatory at the end of internship.

- **Notes**
    - Interns are expected to proactively communicate progress and challenges to their Mentor Officer.
    - Field visits, training, or event participation may require flexible hours, with prior approval.
    - Non-compliance with reporting, attendance, or timelines may result in disciplinary action or early termination.

8. COLLABORATION WITH ACADEMIC INSTITUTIONS

Organisation	Collaboration Scope	Remarks
NDTL	Formal tie-ups with universities/institutes for structured internships, research projects, policy studies, and dissertation guidance.	Academic credit and recognition to be coordinated with institutions.

- Formal Memoranda of Understanding (MoUs) may be signed with academic institutions to standardize internship roles and expectations.
- Academic supervision may complement organisational Mentorship to ensure learning objectives are met.
- Collaboration supports mutual objectives: skill development for students and project support for the organisations.

9. CONFIDENTIALITY & DATA PROTECTION

- The intern shall be subject to the provisions of the Indian Official Secrets Act, 1923, and hence shall not divulge any information or documents gathered during the period of assignment and thereafter to any person/office, not authorized to have the same
- All interns must sign a confidentiality agreement, the IPR will rest with MYAS and the respective bodies
- Upon completion or termination of the internship, interns must return all documents, materials, and data (in any form) belonging to the organisation and provide written confirmation that no copies have been retained.
- Confidentiality obligations shall continue to apply even after the internship ends.
- Any breach of these terms and conditions will lead to immediate termination of the internship and be reported to the concerned institution.

10. CODE OF CONDUCT

- Interns must adhere to organisation conduct rules.
- No media interaction, public statements, disclosure of lab results/research data or representation without prior approval.
- Compliance with Official Secrets Act, Anti-Doping confidentiality protocols and government confidentiality norms is mandatory.
- Interns must maintain professionalism, integrity, and confidentiality in all assignments.
- Any violation of the code of conduct may lead to immediate termination of the internship.

11. ATTENDANCE, LEAVE & EVALUATION

Organisation	Attendance Requirement	Leave Policy	Evaluation / Performance Review
NDTL	Minimum 75% attendance per month required.	Leave not to exceed 5 consecutive days without prior approval.	Weekly online progress reports to Mentor Officer; final performance review and report submission mandatory.

- Attendance will be monitored by Mentor Officers and recorded officially.
- Leaves beyond 5 consecutive days shall require written justification; excessive absenteeism may lead to termination.
- Evaluation shall consider **timely submission of reports, quality of work, participation in projects/events, and overall discipline.**

12. CERTIFICATION OF COMPLETION

- A Certificate of Completion shall be issued upon successful completion of the internship.
- The certificate will include key details such as:
  - Duration of the internship
  - Division/Unit of placement
  - Role/Designation assigned
  - Summary of Contributions and Performance
- The certificate shall be digitally verifiable and integrated with DigiLocker for authenticity and ease of access
- Only interns meeting attendance, reporting, and performance requirements will be eligible for final certification.

13. EARLY TERMINATION

The internship may be terminated at any stage by theorganisation due to:

- Misconduct or violation of the organisation's Code of Conduct.
- Breach of confidentiality or misuse of sensitive information.
- Unsatisfactory performance or failure to meet assigned responsibilities.
- Unauthorized absence exceeding 25% of the internship period.
- Violation of any other applicable rules, regulations, or norms.

14. LEGAL & FINANCIAL TERMS

- The internship does not constitute employment. There is no legal or contractual employer-employee relationship between the intern and the organisation.
- Completion of the internship does not guarantee any offer of future employment.

15. REVIEW & RELAXATION

- The internship policy will be reviewed yearly to incorporate improvements and best practices.
- The Competent Authority—Director, NDTL is empowered to relax any of the terms of this policy in special or exceptional cases
- Any deviation with financial implications will require prior concurrence of IFD even if approved by the Competent Authority of the organisation.



सत्यमेव जयते

MINISTRY OF YOUTH AFFAIRS & SPORTS

Government of India