

E-Ref No. CPPRI/Census/2018-19
Central Pulp & Paper Research Institute
Delhi Base office

Date: June 4, 2019

SUB: HIRING OF INTERNS ON SHORT TERM BASIS

Central Pulp & Paper Research Institute is executing a project entitled “Census Survey of Indian Paper Industry” which is a project funded by the Development Council for Pulp, Paper and Allied Industries (DCPPAI). Under this project, data is being collected for key parameters at unit level. Now, Research Steering Committee – Development Council of Pulp, Paper and Allied Industries (RSC-DCPPAI) has directed to engage young interns through industry associations & their regional chapters, other stakeholder associations & educational institutes on a purely ad-hoc basis for the period of two months to carry out the data collection exercise in an identified region/cluster.

This is purely a field survey assignment and therefore, interns will have to go from mill to mill, for collection of data as per questionnaire which shall be provided at later stage. The basic terms & conditions for hiring interns is attached. In this reference you are requested to provide names for the Interns who, in your view can carry out such an exercise.

Interested candidates may forward their bio data on the below mentioned email id cppri@yahoo.com

Queries may be raised on phone no. 9910909169 & WhatsApp No. 9910909169. The general terms and conditions attached opposite.

(Dr. Kawaljeet Singh)

Sc E- II & In-Charge

Delhi Base office

Terms of Reference

(Interns for Census Survey)

Census Survey of Indian Paper Industry is a project funded by the Development Council for Pulp, Paper and Allied Industries. focusing on Indian Paper Industry production, capacity, raw material uses, product, financial status & manpower, etc.

Now, in view to collect more authentic information about the paper sector, it has been approved by the SC-DCPPAI that interns may be hired on a purely Ad-Hoc basis in the various clusters for two months in a financial year. The terms and conditions of hiring of these interns are placed below

Terms & Conditions:

- A. Interns will be sourced from educational institutes in the local region. Also, local mills/paper mill associations will also be asked to recommend names of suitable candidates for internship. An advertisement shall also be placed on the Web Site of CPPRI.
- B. Candidates having a paper industry background shall be given preference.
- C. Intern must be well versed with the local language of the region.
- D. Interns will be hired to service the identified clusters where the paper mills are operating.
- E. College students are encouraged to apply as interns. CPPRI will provide internship certificate along with the remuneration to all interns.
- F. Interns must be familiar with the use of tablet and smartphone.
- G. Interns must have Android based Smartphone (with 4G connectivity)
- H. Interns must have his/her own vehicle with valid license.
- I. Interns will be hired for a maximum period of two months in a financial year.
- J. Interns will get internship Rs. 5000/- (consolidated) for one month.
- K. The intern shall be paid travelling allowance for collection of data as per following ground:
 - a. Central, State Capital & Union Territories = Rs. 3000/ Month
 - b. Identified Clusters/Large cities = Rs. 2500/ Month

- L. Interns will have to collect information (as per prescribed proforma) from the mills located at his/her region and send the same back to CPPRI as a soft copy. The original copy also needs to be mailed.
- M. Internship remuneration will be provided to interns only after evaluating their performance.
- N. After the completion of the internship, an Internship Certificate shall be issued to all the candidates by Central Pulp and Paper Research Institute, Saharanpur.
- O. The data collection activity started by CPPRI is time bound and hence interns are required to provide filled information in the time bound period.

At present, interns are invited from the following regions:

District/Taluk	State	No. of Interns Required
Kashipur	Uttarakhand	1
Muzaffar Nagar	Uttar Pradesh	1
Shamli, Bagpat, Meerut	Uttar Pradesh	2
Vapi	Gujarat	2
Morbi	Gujarat	2
Surat, Valsad, Bharuch	Gujarat	1
Kolkata	West Bengal	2
Ludhiana, Patiala, Amritsar	Punjab	2
Hyderabad	Andhra Pradesh/Telangana	1
Coimbatore	Tamilnadu	2
Chennai	Tamilnadu	1
Sivakasi	Tamilnadu	1