

A-50/29/2025-ADMINISTRATION DIVISION- I
Government of India/Bharat Sarkar
Ministry of Labour & Employment/Shram Aur Rozgar Mantralaya

Shram Shakti Bhawan, Rafi Marg
New Delhi, Dated 25.03.2026

Guidelines for Internship Programme

1. Objective

The Internship Programme of the Ministry of Labour and Employment (MoLE) aims to provide students and young professionals with practical exposure to the labour and employment policies, laws, and digital governance initiatives of the Government of India.

The programme seeks to:

- Familiarize interns with the policy formulation and implementation process relating to labour laws, industrial relations, and social security;
- Involve them in legal research, documentation, and analysis on matters concerning labour codes and welfare programmes;
- Build a bridge between academic learning and public policy practice in the field of labour and employment.

2. Eligibility

Students pursuing:

- LL.B. / B.A. LL.B. / LL.M., or
- Postgraduate degrees in Industrial Relations, Labour Laws, Social Work, Statistics, Mass Media, Economics, Public Policy, Information Technology or related disciplines from recognized universities or institutions in India.

3. Age Limit

Candidates should not be more than 30 years of age.

4. Duration and Schedule

Duration will be from two to three months to be counted from the day of start of internship. The Internship Programme will be offered in two cycles during each financial year:

The duration of internship may be extended up to 4 months, depending on project needs and intern performance.

5. Number of Interns

Up to 10 interns per batch may be selected and placed across various wings of the Ministry,

6. Scope of Work

Interns may be assigned tasks such as:

- Legal and policy research on Labour Codes and Rules thereunder;
- Analysis of industrial disputes, case law trends, and legislative precedents;
- Drafting policy notes, briefs, and internal memoranda;
- Assisting in data compilation, impact assessment, and comparative studies on labour reforms;
- Documenting best practices and success stories in social security and labour welfare.

Each intern will work under the guidance of a supervising officer and submit a final report or paper at the end of the internship.

7. Stipend and Expenses

- A stipend of ₹18,000 per month will be paid to undergraduate interns and ₹20,000 per month to postgraduate interns.
- The stipend shall be subject to satisfactory performance and attendance.
- The Ministry will not provide accommodation, travel, or food. All such expenses shall be borne by the intern.
- Interns are expected to make their own arrangements for stay and logistics during the internship period.

8. Facilities and Support

- Interns will be provided necessary workspace, internet access, and stationery within the Ministry premises.
- A Mentor Officer will be designated for each intern to guide their work and evaluate progress.
- On successful completion of the internship and submission of a final report, interns will receive an official Certificate of Completion from the Ministry of Labour & Employment.

9. Application Process

- Applications will be submitted online only in the address link to be indicated in the website of Ministry of Labour & Employment www.labour.gov.in. (or as notified separately).
- Applicants must upload:
 - Curriculum Vitae (CV)
 - Statement of Purpose (maximum 500 words)
 - Recommendation Letter from the Head of Department or Faculty Advisor.
- Applications will open two months prior to each batch.

10. Selection Process

- A Selection Committee constituted by the Ministry will evaluate the applications.
- Selection will be based on academic performance, relevance of study, and quality of statement of purpose.

• Parameters for Grading:-

	Educational qualification	Weightage assigned
1.	Research Scholar or pursuing Postgraduate degrees in Industrial Relations, Labour Laws, Social Work, Statistics, Mass Media, Economics, Public Policy, or related disciplines from recognized universities or institutions in India/Abroad.	50
2.	Studying in 2nd year of LLB (3 year course) or 4th Year of LLB (5 year Course)	40
3.	- Graduation completed + LLB (1st Year) - LLB 5 year Course (3rd Year)	30
4.	Weightage assigned for the Marks obtained in Last year / 2 Semesters	>80% or corresponding Grade – 50 70 – 80% or corresponding Grade - 40 <70% or corresponding Grade - 30

11. Terms and Conditions

- The internship is purely temporary and non-remunerative beyond the stipend, and shall not be construed as an offer of employment or claim for any future appointment in the Ministry.
- Selected interns must sign a Confidentiality and Non-Disclosure Agreement prior to joining.
- The Ministry reserves the right to review or terminate the internship at any stage in case of unsatisfactory performance, misconduct, or violation of rules.
- All research, drafts, or outputs prepared by interns shall remain the property of the Ministry of Labour & Employment.

12. This issues with the approval of the Secretary(L&E).

(Rahul Sinha)

Under Secretary to the Govt. of India
Tel- 011-23718922

