

## N.E Railway

Workshop Training Centre  
Mechanical Workshop  
Gorakhpur  
Date : 11.03.2024

No. WTC/GKPS/VT/2024

**Sub:** Procedure for internship training for the undergraduates of Engineering Students (Degree/Diploma).

**Ref:** Director of Training, Ministry of Rly. Bd's. letter No. 2019/E(TRG)/30/5 dated 29.04.2019.

In pursuance with Rly. Bd's. letter under reference and with the approval of the Competent Authority, the following procedure had been introduced for imparting Internship training for the undergraduate engineering students (Degree/Diploma ) in WTC/GKPS.

1. Duration of the course - upto 8 weeks as case may be.
2. Number of interns to be trained - 3600 Nos. in a year.
3. No. of batches – Each batch will consists of 15-50 students.
4. Branches/discipline – Mechanical and Electrical.
5. Commencement of Training – April every year.
6. Facilities of Internship will be offered to only those candidates who are still studying at Undergraduate level in Technical / Management areas and not to those who have passed the final examination and have left the Institution.
7. No fee would be charged from the trainees.
8. No remuneration in the form of stipend, salary or allowances of any kind will be paid to the trainees by the Railway administration. No Passes/PTOs will be issued to them.
9. The trainees will have to conform to all General Rules and regulations of discipline and conduct of WTC/GKPS.
10. The application of the student seeking internship should be sent along with a “No Objection” certificate/Recommendation of the Institute where the student is pursuing the studies. Any loss or damage to equipment and fittings that may be caused by the trainee during the course of training in workshops etc. should be indemnified by the Parent/Guardian of the student.
11. The trainees will not be treated as employees of the Railway Administration and as such will not be entitled to any compensation or damages from the Railway Administration for any injury to them or to their property etc. Use of Personal protective equipments by the trainees is obligatory.
12. The trainees will be under the administrative control and discipline of the head of the Unit/Office concerned.
13. On successful completion of internship, the trainees will have to submit a project report and their feedback including ideas/suggestions for innovation etc. then only a certificate will be issued to them by the Railway Administration.
14. Railway Administration may instruct an intern to terminate the programme at any time, as deemed fit, without assigning any reason. The decision of the Railway Administration shall be final in this regard. An intern can also leave the programme, if he/she desires, giving prior notice of seven (07) working days to Principal WTC/GKPS. No certificate shall be awarded to such intern.
15. The Internship course shall not confer any claim/right for any employment in any office/establishment under the administrative control of the Ministry of Railway/PSUs.

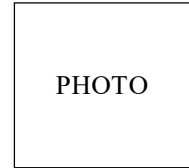
16. Candidates will have to apply along with their Bio- Data, stating their semester results in Engg., declarations and self signed affidavit . The pro-forma of the declaration is enclosed.
17. Only the 2<sup>nd</sup> or 3<sup>rd</sup> year Engg. students and 2<sup>nd</sup> year students in case of Diploma Engg. will be entertained for training. Preference will be given to those applicants who are studding/resident in Gorakhpur zone or wards of a railway employee.
18. The application for Summer will be received w.e.f. 01.04.2024 to 30.06.2024. The application forms can be submitting on any working day in the drop box during office hours in WTC/GKPS or by post. **“Application for Summer Training-2024”** should be endorsed on the envelope with application form. The application forms should be received on or before 30.06.2024by Post to the address- **Office of the Principal/Workshop Training Centre, Mechanical Workshop, NE Railway, Gorakhpur-273012**. The application forms received after 30.06.2024 will not be entertained.
19. A list of eligible candidates will be prepared every week after screening of the applications & will be displayed at the notice board of WTC on any working day within two weeks.

DA : Application, Declaration and affidavit Format.

**AWM-III**  
**( Principal)/Workshop Training Centre**  
**Mechanical Workshop Gorakhpur -273012**

**APPLICATION FOR SUMMER/WINTER TRAINING-2024**

Name of the Candidate (in Hindi) :  
(in English Capital letters) :  
Father's Name (in Hindi) :  
(in English Capital letters) :  
Date of Birth and Gender :  
Name of the Institute (in Hindi) :  
(in English Capital letters) :  
Address for communication :  
Percentage of Marks obtained in last :  
year/semester



M/F/O

**DECLARATION BY INTERNS**

With reference to the offer for summer/Winter training vide Letter No. WTC/GKPS/VT/2024

Dated: 11.03.2024, I do hereby undertake the following:-

- i) I would like to do internship from ..... To..... at WTC/GKPS.
- ii) I am not entitled to any remuneration in the form of stipend, salary or allowances of any kind by the Railway Administration. I am also not entitled to any pass or PTO from Indian Railways.
- iii) I would abide by all General Rules and Regulations of Discipline and Conduct at the Railway Administration.
- iv) I am liable to compensate to the Railway Administration concerned for any loss or damage to equipment and fittings that may be caused during the course of training in Workshops etc.
- v) I will not be treated as Employee of Indian Railway and as such will not be entitled to any compensation or damages from the Railway Administration for any injury to me or to my property etc.
- vi) I agree to be under the administrative control and discipline of the Head of the Unit/Office concerned.
- vii) I will not claim any advantage for employment in Indian Railways in future on the basis of this training/internships.

Date:.....

Signature of the candidate  
Mob.No.

**DECLARATION BY THE PARENTS/GUARDIAN**

I, \_\_\_\_\_(Name of the Parents/guardian) undertakes to indemnify Railway Administration for any loss or damage to equipment and fittings that may be caused by Mr./Ms..... (Name of the trainee) during his/her training with the Indian Railways.

\*\*\*I am an employee of .....Railway .....Div .....department working at the post of..... and my employee no is ..... I have also enclosed photocopy of my Identity card.

Signature of the parents/Guardian  
Mob.No.

\*\*\*strike out if not correct

**DECLARATION BY THE INSTITUTE**

It is certified that this Institute has no objection for imparting the Summer/Winter internship in WTC/Mechanical Workshop Gorakhpur during the year, 2024 of the above named candidate. The particulars as furnished in theaforesaid para are found correct as per the records available in this Institution.

(Authorised Signatory)  
For Head of the Institution

Stamp/Seal

OR

A request letter, on the letter head of the Institution, duly signed by authorised designator of the Institute, with name and other details of the candidate pursuing courses.

**Affidavit**

**In presence of - Chief workshop Manager  
Mechanical workshop,  
North Eastern Railway  
Gorakhpur**

I ..... Son/daughter ....  
.....  
permanent resident of Village /Mohalla  
.....District.....Pradesh.....  
and in the affirmative, makes the following statements and/or accounts/accounts.

1. That my aforementioned name, father's name and address etc are correct.
2. This is that the Oather is the student / student of Degree/Diploma in Engineering Class .....of Institute .....
3. That the information of the general rules and regulations of the Railway Administration has been told to me.
4. That, the applicant shall not claim any kind of official allowance in the Railway Administration.
5. That, during the training period, any type of damages to railway by the pledgee / affirmative will be liable for compensation.
6. That, shall neither claim for appointment in the Railway Organization nor any kind of compensation, in the event of an accident, under any Compensation Act.
7. The pledgee/oather shall follow all the rules and regulations during the summer training.
8. It will remain in the training institute with safety shoes (covered shoes).
9. That, will not bring the vehicle in premises/inside WTC or in Workshop during the training.
10. He/She will not wear improper clothes during training.
11. That, His/Her attendance will be regular during the training.
12. The assigned project report related to the training will be submitted to Chief Instructor/WTC, Mechanical Workshop Gorakhpur.
13. I, accept that the above facts are true, if there is any error, then my training will be cancelled automatically.
14. That the pledgee shall not talk or move around in the factory;
15. The pledgee promises that the Railway Administration will not liable for subjects that relates to protection or any other unpleasant event.
16. That the pledgee will follow the instructions of Central/State Government instructions regarding COVID-19.
17. That the pledgee swears that the above information given from point 01 to 16 is true. None of this has been hidden and neither has been recorded incorrectly, so God help me.

**Oather  
Mob. No.**

## Receipt

Date and Registration Number :  
(Office use only)  
Name of the Candidate (in :  
Hindi/English)  
Father's Name (in Hindi/English) :  
Date of Birth and Gender :  
Name of the Institute (in :  
Hindi/English)  
Mobile No.& email ID :

Signature with seal of authority

## Receipt

Date and Registration Number :  
(Office use only)  
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Hindi/English)  
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