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India

HR/PERS/INTERNSHIP/2022
18.10.2022

Mr. Srijan Vaishnav
E62, River View Colony, Koni, Bilaspur,
Chhattisgarh

Dear Mr. Vaishnav,

This is with reference to your application for an 'internship' with WWF-India. We are happy to offer you an Intern position with the **National Conservation Programme at WWF-India's Central India Landscape, Jabalpur** from 27th October, 2022 to 26th April, 2023 with no right or claim for regular appointment in the organization after the expiry of the above period.

1. You will be paid a stipend of Rs. 10,000/- per month, for the above duration of your internship.
2. You will not be entitled to any other benefits such as leave, contributory provident fund, gratuity, and insurances, etc., as admissible to regular employees of WWF-India.
3. Your duties, responsibilities, and working hours will be fixed by the **Manager- Raptor Conservation Project** you will report to her/him for directions for internship.
4. Your headquarters will be **WWF-India's Central India Landscape, Jabalpur**.
5. Broad Terms of Reference of your assignment are enclosed as **Annexure**.
6. You shall not divulge any of the confidential or propriety affairs of the Organization to any other organization, person or persons either during or after your assignment with WWF-India, without information/document to an outsider or person not concerned with the matter, strict action, which may include termination of services, will be taken.
7. It shall be your responsibility to coordinate with your mentor to sign the relevant declaration pertaining to the WWF-India Fraud & Corruption Prevention Policy, to be kept in records of the division with which shall be are doing the internship.
8. If required, your assignment can be terminated without any advance notice in lieu thereof.
9. Notwithstanding any of the foregoing clauses, WWF-India reserves the right to terminate this assignment at any stage, without assigning any reasons whatsoever.

If the above offer of internship, on the terms and conditions stipulated, is acceptable to you, please signify your acceptance by signing the duplicate copy of this letter and return the same to us.

The WWF-India Management extends a warm welcome to you to the organization.

Yours faithfully,
For World Wide Fund for Nature-India

Ritika Agrawal
Director- Human Resources