

F.No. 2/2/2022-NTTM  
Government of India  
Ministry of Textiles

\*\*\*\*

Udyog Bhawan, new Delhi  
Dated : 4<sup>th</sup> January 2023

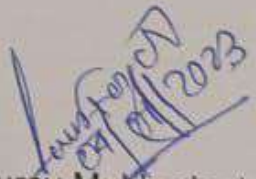
**OFFICE MEMORANDUM**

Subject :- Invitation of applications under General Guidelines for Grant for Internship Support in Technical Textiles (GIST)- reg.

\*\*\*\*

Offline Applications are invited through email from Companies under the National Technical Textiles Mission (NTTM) for Grant for Internship Support in Technical Textiles (GIST).

2. The detailed Guidelines on the subject has been made available in the public domain from 6<sup>th</sup> January 2023 onwards and will remain effective upto 23<sup>rd</sup> February 2023, 2400 hrs. (both dates and time inclusive).
3. This issues with the approval of competent authority.

  
(Sourav Mukherjee)

Deputy Mission Director  
National Technical Textiles Mission  
Ministry of Textiles



वस्त्र मंत्रालय  
MINISTRY OF  
TEXTILES

# Grant for Internship Support in Technical Textiles (GIST)

**General Guidelines**

**National Technical Textiles Mission  
Ministry of Textiles**



Ministry of Textiles

# **Grant for Internship Support in Technical Textiles (GIST)**

## **General Guidelines**

**Government of India  
Ministry of Textiles  
National Technical Textiles Mission**

## **Grant for Internship Support in Technical Textiles (GIST)**

### **1.0 Introduction**

1.1 With a view to position India as the Global Leader in Technical Textiles, Ministry of Textiles launched the National Technical Textiles Mission (NTTM) through the Official Gazette vide number S.O. 1148 (E) dated 17th March 2020. The Mission aims to drive four key components under Technical Textiles – Research, Innovation and Development; Promotion and Market Development; Education, Skilling and Training; and Export Promotion.

1.2 One of the major factors affecting the growth of technical textiles in the country is the lack of quality manpower, specially educated and trained engineers and professionals, and lack of highly skilled workmen both for manufacturing and application areas of technical textiles. Therefore, in order to become a world leader and pioneer in the field of technical textiles in the next decade, India has to lay focused emphasis on creating an effective knowledge and world-class skill ecosystem. Under Education, Skilling and Training component, the goal is to enhance the level of education and exposure to prospective Indian Engineers/Professionals in Technical Textiles to ensure adequate volume of talent is developed in this sunrise sector of the economy.

1.3 In view of the above, NTTM envisages to provide exposure and on-the-job training to prospective engineers/professional undergraduate students working across different application areas of technical textiles including agriculture, medical, civil engineering, fashion, among others.

### **2.0 Objective**

2.1 Under NTTM, the objective is to support the Academia – Industry linkages for Textiles Technology and Technical Textiles domain. Internships are educational and career development opportunities, providing practical experience in a field or discipline. They are structured, short-term, supervised placements often focused on particular tasks or projects with defined timescales.

2.2 The internship has to be meaningful and mutually beneficial to the intern and the organization. It is important that the objectives and the activities of the internship program are clearly defined and understood. Following are the intended objectives of internship training:

- Will expose students in the Textiles Technology and Technical Textiles domain to the industrial environment, which cannot be simulated in the classroom and hence creating competent professionals for the industry.
- Provide possible opportunities to learn, understand and sharpen the real time technical/managerial skills required at the job pertaining to technical textiles machinery, testing equipment, products, among others.
- Exposure to the current technological developments, application areas, machinery, etc. relevant to the technical textiles.

- Experience gained from the 'Industrial Internship' in classroom will be used in classroom discussions.
- Create conditions conducive to quest for knowledge and its applicability on the job.
- Learn to apply the technical knowledge related to technical textiles in real industrial situations.
- Gain experience in writing technical reports/projects.
- Expose students to the engineer's responsibilities and ethics.
- Familiarize with various materials, processes, products and their applications along with relevant aspects of quality control.
- Promote academic, professional and personal development related to technical textiles.
- Open opportunities for students with potential future employers.

### 3.0 Guideline phases

3.1 The implementation of the Internship guideline shall be conducted in two phases:

3.1.1 **Phase I: Empanelment of Companies** – In the phase I, companies as per para 6.1 shall be invited for empanelment to provide internships in the area of technical textiles and subjects thereof as per para 4.0.

3.1.2 **Phase II: Internship Program** – In the phase II, empaneled companies shall initiate the internship program and provide internships to students as per para 6.2

### 4.0 Target Students for Internship

4.1 The students pursuing B.Tech./Undergraduates from the following Departments/ Specializations shall be eligible for the internship:

No.	Department/ Specialization	Type of Institute	Focused area of internship <i>(including but not limited to)</i>
1.	<b>Textiles Technology/ Textiles Engineering/ Textiles Science /Textiles Chemistry</b>	Engineering/ Technology/ Science Institute	<ul style="list-style-type: none"> <li>• All segments (including Specialty Fibers &amp; Composites, and Smart Textiles)</li> <li>• Geo-Textiles</li> </ul>

2.	<b>Civil Engineering</b>	Engineering/ Technology Institute	<ul style="list-style-type: none"> <li>• Agro-Textiles (including aquaculture, sericulture, etc)</li> <li>• Medical Textiles</li> <li>• Mobility Textiles/ Building Textiles /Construction Textiles</li> <li>• Smart Textiles, Protective Textiles, Sports Textiles, Home Textiles, Cloth Textiles, Mobility Textiles</li> </ul>
3.	<b>Agriculture/ Agricultural Engineering/ Technology</b>	Agriculture Engineering/ Technology Institute	
4.	<b>Medicine/ Bio-Medical Engineering/ Biotechnology</b>	Medical Institute Engineering/ Technology Institute	
5.	<b>Design/ Civil Engineering</b>	Design/ Architecture/ Engineering/ Technology Institute	
6.	<b>Fashion Technology/ Fashion Design</b>	Fashion Technology Institute	
7.	<b>Mechanical Engineering, Industrial Engineering, Computer Science/IT Engineering, Production Engineering, Automobile Engineering, Aeronautical Engineering &amp; other similar fields</b>	Engineering/ Technology Institute	

## **5.0 Areas covered under funding**

The following areas are covered under support to selected companies for providing internship to students:

5.1 Stipend paid to the intern as per para 6.2 under departments/specialization highlighted under para 4.0 subject to a limit stated under para 8.0

5.2 The number of internships provided by a company is limited to 50 interns per academic year.

## **6.0 Eligibility Criterion**

For determining the eligibility of Applicants for their qualification here under, the following shall apply:

### **6.1 For type of Company/Industry**

6.1.1 Any company engaged in production, manufacturing or assembling of different application areas of technical textiles and value chain thereof including Specialty fibres and composites. The company must have its manufacturing facility in India for production of technical textiles.

6.1.2 Any company engaged in manufacturing of any kind of machinery (preferably Technical Textile machinery manufacturers). The company must have its manufacturing facility in India for production of technical textiles related machinery/equipment

6.1.3 Any Textiles Research Associations (TRAs)/Center of Excellences (CoEs) under Ministry of Textiles engaged in activities related to Technical Textiles.

6.1.4 The company under para(s) 6.1.1 and 6.1.2 should have a minimum average turnover of INR 10 Crores during 2019-20, 2020-21, 2021-22.

### **6.2 For type of students**

6.2.1 Students hired by empaneled company/industry for internship should be pursuing B.Tech (For 2<sup>nd</sup>/3<sup>rd</sup>/4<sup>th</sup> Year students) as per para 4.0 with a minimum CGPA of 6 or percentage score of 60% are eligible.

6.2.2 **Public Institutes:** Students hired by empaneled company/industry for internship should be studying in a Public University/Institute that may be recognized by University Grants Commission, AICTE or be notified as a Deemed University by the respective Government. Students from Premier institutes such as IITs, NITs, AIIMs, IISERs, NIPERs, NIFT, SPA, NIDs, IISCs, and other premier public institutes in India shall also be eligible for internship.

6.2.3 **Private Institutes:** Students hired by empaneled company/industry for internship should be from Private Institutes with ranking under 200 as per the latest National Institutional Ranking Framework (NIRF) published by the Ministry of Education, Government of India.

6.3 The maximum period for funding support under the GIST guidelines for applicant company is for 2 months of internship period.

6.4 The Applications will be invited through opening a window for a period of 45 days, after approval, from the date of advertisement of the guideline. An application completed in all respects will only be treated as an eligible application

6.5 Selected empaneled companies need to inform the Ministry of Textiles in advance regarding the selection of students for the internship.

## **7.0 Application procedure**

7.1 For phase I, interested companies to provide internships under the guidelines may get empaneled by submitting the applications (Annexure-II) along with Letter of Empanelment (Annexure-I) via email to:

**Deputy Mission Director**

**National Technical Textiles Mission**

**Ministry of Textiles**

**Udyog Bhawan**

**Rafi Ahmed Kidwai Marg**

**New Delhi - 110001**

7.2 The scanned copy of the application to be sent at [dmd.nttm-textiles@nic.in](mailto:dmd.nttm-textiles@nic.in). The Application will be processed based on the version sent on email, however the original signed hard copy must be made available to the Ministry of Textiles/Mission Directorate before the proposals are submitted to the Competent Authority for approval.

7.3 Phase I shall be opened for a period of 45 days for interested companies to send applications for empanelment. The period of empanelment of selected companies shall be till 31<sup>st</sup> March 2024, with a provision for extension for a period of an additional 1 year.

7.4 For phase II, the applications (Annexure-IV) must be accompanied with the details of Students, Internship Report submitted by student, Training provided, etc. A Self-Certified documentary evidence to be submitted in support of internship provided by the company to the student including area of internship, stipend provided, period of internship, among others.

7.5 An Internship Report prepared by the student should be submitted to the Ministry duly signed by the relevant senior official of the Company and HoD of the relevant department/specialization of the institute.

7.6 Applicant companies to submit CA Certified Expenditure Certificate (Annexure-III) and Pay Slips with respect to payment of stipend for the internship to the student duly signed by the intern student.

7.7 The empaneled company/industry holds the right to get a Non-Disclosure Agreement (NDA) signed with the interned student. The NDA is intended to protect company's/industry's confidential information disclosed during internships. The format of the NDA is as per the discretion of the respective empaneled company.

7.8 Eligible Companies are requested to submit their proposals/applications as per format with all the requisite documentations **within a period of 2 months from the date of providing the internship.**



**However, the Applications will be processed, soon after they are received, in their receiving order.**

## **8.0 Financial Assistance**

<b>S. No.</b>	<b>Student Category</b>	<b>Grant Amount</b>
<b>1.</b>	<b>B. Tech. in relevant course as per para 4.0</b>	Upto INR 20,000 per student per month

8.1 After communication of the 'in-principle' approval, actual transfer of funds will be subject to furnishing of relevant document and process for government funding as laid down from time to time.

## **9.0 Procedure for release of grant**

9.1 During phase I – Empanelment Stage, no grant shall be provided to Companies.

9.2 During Phase II – Internship Initiation Stage, grant as per para 8.0 shall be provided to companies on reimbursement basis post submission of relevant documentations related to the provided internship.

\*\*\*\*\*

**Annexure -I**

**Letter for Empanelment**

To,  
Deputy Mission Director  
National Technical Textiles Mission, Ministry of Textiles  
Udyog Bhawan  
Rafi Ahmed Kidwai Marg  
New Delhi - 110001

**Location:** <>

**Date:**<>

Dear Sir/Madam,

We, the undersigned, offer to be selected as an Empaneled company for providing internship support to engineers and scientists in accordance with your General Guidelines for Internship Support in Technical Textiles under National Technical Textiles Mission, Ministry of Textiles, Government of India dated [Insert Date]. We have appended the requisite details of our Company with this application.

We hereby declare that all the information and statements made in the online application are true and accept that any misinterpretation contained in it may lead to our disqualification.

We understand you are not bound to accept any application you receive.

Yours sincerely,

Authorized signature (in full and details):

Name and Title of Signatory:

Name of Firm/entity:

Address:

## **Annexure - II**

### **Company Details for Empanelment**

[Provide here a brief description of the background and organization of your firm/entity].

1. Name of Company
2. Address with Telephone, Fax & E-mail etc.
  - (a) Registered Office
  - (b) Head Office
3. Details of Registration (Please indicate all details including incorporation)
4. PAN/TIN Number
5. Year of Establishment
6. Type of Organization
7. History
8. Profile of Organization
  - (a) Organizational Structure
  - (b) Organization Chart
  - (c) Division for various activities, if exists
  - (d) Professional Capabilities
    - (i) The Team, Field operations & Strengths
    - (ii) Infrastructure available
    - (iii) Geographical Reach
9. List of Textiles/Technical Textiles Products/Machineries the company deals in:
10. List of offices in various cities/states
  - (a) SI. No
  - (b) Location/City
  - (c) Contact Person With Address
12. Audited Balance sheet and Income statements along with annual Turnover for last three years (with relevant documents)
13. Production in segments mentioned under point 9 (in Volume and Value)
14. Value of Exports in segments mentioned under point 9 (in USD Million)

15. Number of employed personnel including Scientists/R&D Staff

16. Internships provided in the past 5 years (add the list of students and area of internship)

17. Any other relevant details about organization

*(Attach documentary evidence wherever possible)*

**Annexure-III**

**CA Certified Expenditure Certificate**

I/We hereby confirm that I/We have examined the claim papers, book of accounts and prescribed documents/bills in respect of the claim of INR \_\_\_\_\_ of M/s \_\_\_\_\_ and hereby certify that:

- M/s \_\_\_\_\_ has made the expenditure, in the form of stipend, to (Number of Students) for a period of (No. of Months) during the financial year \_\_\_\_\_
- The payment made by the M/s hold the following reference number:

S. No.	Name of the student	Transaction Reference Id	Amount (INR)
<b>Total (INR)</b>			

- Neither I/We nor any of our partners is a partner/Director or an employee of the above-named entity or its associated concerns.
- I fully understand that any submission made in this certificate if proved incorrect or false, will render me/us liable to face any penal action or other consequences as may be prescribed in the law or otherwise warranted.
- I/We certify that I/We have satisfied ourselves that the conditions on which the grant was sanctioned have been duly fulfilled/are being fulfilled and that I have exercised the following checks to see that the money was spent for the purpose for which the grant was made.

**Place:**

**Date:**

**(By Selected Company)**

Authorize Signature & Seal of the company.....

.....  
Name.....

.....  
Designation.....

.....  
Company Name.....

Address.....

....

**(By Chartered Accountant)**

Signature & Seal of the CA.....

.....  
Name of the CA.....

.....  
Designation.....

.....  
Name of the CA Firm.....

Registration Number.....

.....

## **Annexure - IV**

### **Internship Details**

1. Name of Student(s)
2. Student(s)' Details
  - a. Address
  - b. Phone
  - c. Email
3. Student(s) College/Institute ID Card
4. Student(s) Aadhar Card/Any other Government Document
5. Student(s)' University/Institute
6. Course/Department of the Student(s)
7. Academic Year of Student(s)
8. CGPA Score
9. Internship Period
10. Area of Internship/Type of training provided
11. Details of Supervisor providing the training/internship
  - a. Name & Designation
  - b. Email
  - c. Mobile No
12. Synopsis of Internship Report (500 words max) (Attach the report)
13. Stipend paid (per month)
14. Location of Internship
15. Internship Certificate provided (Yes/No)
16. Performance of the Student during the internship
17. Any other details/information relevant to the student(s)' internship

*(Add similar sections for multiple students)*

*(Attach documentary evidence wherever possible)*

**Annexure - V**

**Acknowledgement Letter**

*(to be attached by the Intern in the Internship Report)*

I would like to thank <Name of the Company> for giving me the opportunity and the facilities provided to accomplish the internship within the organization.

I also would like all the people that assisted/worked along with me with their patience and openness they created an enjoyable working environment. It is indeed with a great sense of pleasure and immense sense of gratitude that I acknowledge the help of these individuals.

The internship report has been prepared by me. In addition, I would like to express my deepest appreciation to all those who provided me the possibility and assistance in completing this report. A special gratitude I give to my mentor, **<Name of the Supervisor in the Company>** in the **<Name of the Company>**, whose contribution in stimulating suggestions and encouragement, helped me to coordinate my project especially in writing this report.

I have to appreciate the guidance given by other supervisor as well as the panels especially in our project presentation that has improved our presentation skills thanks to their comment and advice.

Furthermore, I would like to put on record my appreciation to the National Technical Textiles Mission, Ministry of Textiles for initiating and supporting such a scheme for strengthening the skilling ecosystem of Technical Textiles in India.

<b>(To be filled by Intern)</b>	<b>(To be filled by Institute)</b>	<b>(To be filled by Company)</b>
<i>Sign of the Intern</i>	<i>Sign &amp; Seal of the Institute</i>	<i>Authorize</i>
<i>Name of the Intern</i>	<i>Name of the HoD</i>	<i>Signature &amp; Seal of the company</i>
<i>Course of Intern</i>	<i>Designation</i>	<i>Name</i>
<i>Department of Intern</i>	<i>Department</i>	<i>Designation</i>
	<i>Institute</i>	<i>Company Name</i>
	<i>Location</i>	

\*\*\*\*