



**Bihar Information Commission**  
4<sup>th</sup> Floor, Soochna Bhawan,  
Nehru Marg, Patna-800015

No.-01/Stha.-07/2012- **182** (BIC)/Patna,

Dated- **12** May, 2023

**The Bihar Information Commission Internship Scheme, 2023**

**PREAMBLE:** The Right To Information Act, 2005 (**the Act**) has been enacted by the Parliament of the Union of India for, *inter alia*, setting out a practical regime of right to information for citizens to secure access of information under the control of public authorities in order to promote transparency and accountability in the working of every public authority and constitution of the Central Information Commission and State Information Commissions.

Accordingly, in exercise of the powers conferred by Section-15 (1) of the Right to Information Act, 2005, the Govt. of Bihar has constituted the Bihar Information Commission (**the BIC**). The BIC discharges its responsibilities and functions in accordance with the Act.

**STATEMENT OF OBJECTS:** The BIC intends to engage student/s pursuing Regular Graduate or Post Graduate Academic Courses in Law or Administration & Governance or Management or Science & Technology or Journalism & Mass Media from a University/Institution of repute duly-recognized by the competent authority, as **INTERNS**, in order to afford them first-hand exposure to the functioning and role of the BIC in giving effect to the provisions of the Act and expecting them to generate empirical, evidence-based analytical inputs and briefs for perusal of the BIC. This Internship Scheme, accordingly, aims to prove of mutual benefit to both the Interns and the BIC.

**PRELIMINARY:** Now, therefore, in exercise of the powers conferred by Section-15 (4) of the RTI Act, 2005 and all enabling provisions obtaining in this behalf, the State Chief Information Commissioner (**the SCIC**) of Bihar is pleased to frame a Scheme of Internship (**the Scheme**) with the BIC as follows:

1. This shall be called the Bihar Information Commission Scheme, 2023.
2. It shall come into force from the date of its issue.
3. **ELIGIBILITY:**
  - I. The applicant must be a citizen of India.
  - II. The applicant must be a student pursuing a Regular Graduate or Post Graduate Academic Course in Law or Administration & Governance or Management or Science & Technology or Journalism & Mass Media from a University/Institution of repute duly-recognized by the competent authority.
  - III. The Applicant must enclose a Self-Declaration to the effect that nothing adverse is borne on the records of the University/Institution, where s/he is pursuing the academic course, so as to render her/him unfit for association with the BIC and no criminal proceeding is pending against her/him in a court of law or with any law enforcement agency.
  - IV. The applicant must submit a Letter of Recommendation/Sponsorship from the University/Institution where s/he is pursuing her/his Graduation/Post Graduation academic course in the afore-mentioned stream.
  - V. The desirous intern must submit a Brief Write-Up, not exceeding 200 words, delineating the reasons for choosing the BIC for internship and the intended outcome on satisfactory completion of the Internship.
  - VI. The Intern must choose a Focus Area/Thematic Issue relating to the RTI Act, 2005 that s/he proposes to pursue during her/his Internship with the BIC.
  - VII. The Applicant must apply in **OFFLINE MODE ONLY** for Internship once Applications are invited by a Notice published on the Official Website of the BIC.



- VIII. Canvassing or attempting to influence the BIC or any of its subordinate officials in any manner for selection as an Intern shall be a disqualification and application and/or candidature of such an applicant shall be summarily rejected.
- IX. In case of a large number of applications being received for Internship, the selection shall be based on the score of the Entrance Examinations on the basis of which a student is admitted to the University/Institution and/or an Interview to be conducted by the BIC.
4. **TERMS & CONDITIONS OF INTERNSHIP:** The following are the mandatory terms and conditions of Internship which shall be binding on every Intern:
- I. The final decision to admit a prospective Intern for internship shall exclusively vest in the SCIC and the decision of the SCIC shall be final and binding.
  - II. The Intern will be attached to the State Chief Information Commissioner/one of the State Information Commissioners.
  - III. The Maximum Number of Internship, which shall be on offer, will be 12 in every Application Cycle.
  - IV. There will be a maximum of 4 Application Cycles every Calendar Year and the Notices inviting Applications for Internship in accordance with the Scheme shall be published in January, April, July & October every Calendar Year.
  - V. The Duration of Internship shall be **ORDINARILY** a minimum of 4 Weeks, but in any case shall not exceed 6 Weeks.
  - VI. The Internship will have to be **NORMALLY** completed at a stretch. However, at the absolute discretion of the BIC, an Intern may be allowed to complete Internship in a maximum of two schedules on an application by the Intern showing good and sufficient reasons for her/his inability for not completing the Internship at a stretch.
  - VII. The Empirical Studies, Briefing Notes, Write-Up on Focus Areas/Thematic Issues, etc., produced by the Intern, shall be the exclusive Intellectual Property of the BIC and without the express and written prior approval of the BIC, such materials cannot be used for any commercial purposes. However, it can be used for academic purposes without requiring prior approval from the BIC.
  - VIII. The Intern will have to bring her/his own laptop/electronic gadgets for word/data processing and the BIC shall not provide any gadget. However, the BIC may provide Internet Connection if required in the interest of internship and if deemed to the benefit of the BIC.
  - IX. The Intern will have to mandatorily mark her/his attendance daily in the Attendance Register at the time of arrival and Departure maintained in the Personal Cell of the Law Officer/the Secretary of the BIC.
  - X. The Intern must be punctual during the entire period of Internship and any violation shall be viewed adversely and will impact award of certificate of successful completion of internship.
  - XI. The Intern will have to maintain official decorum, should always behave courteously with the staff members of the BIC, be dressed in formal attire and show a keen interest in the focus area/thematic topic chosen by/assigned to her/him.
  - XII. The Internship shall be on totally and completely **NO PAYMENT BASIS** and the Intern must give a solemn Self-Declaration to not raise any claim or dispute in this regard in future. It is made clear any such claim shall be summarily rejected without assigning any reasons and without affording such Intern any opportunity of representation or communication.
  - XIII. An **EXIT INTERVIEW** shall be conducted by the BIC at the end of the Internship and Award of Internship Completion Certificate shall be totally and fully contingent upon conduct and performance during the period of Internship and in the Exit Interview.
  - XIV. Except submission of Application for Internship, Email shall be the only medium of communication from the BIC regarding the Internship.



5. **FOCUS AREAS/THEMATIC TOPICS:** An Intern will have to mandatorily choose any of the following Focus Areas/Thematic Topics for his Internship with the BIC and will have to select a Project either from a Shelf of Projects or the Project assigned to the prospective Intern relating to the Focus Areas/Thematic Topics. The prospective Intern will have to present his IDEAS in a Write-up not exceeding 300 Words regarding the chosen/Assigned Project which shall be evaluated by the BIC before allowing the prospective Intern an Internship with the BIC in accordance with the Scheme:
- I. Pro-active Disclosures and its third-party audit and linkages with e-Office Decisions;
  - II. Prepare Briefing Notes, with citations of appropriate/applicable case laws decided by the Hon'ble Supreme Court/the Hon'ble High Courts, for perusal of the SCIC/the SICs;
  - III. Explore application of ITeS for widening and deepening the reach of the Act for giving effect to the objectives of the Act;
  - IV. Role of the Act in furthering the cause of good governance;
  - V. Modalities for expediting the disposal of Second Appeal/Complaint Applications filed before the BIC;
  - VI. Prevention of abuse/misuse of the provisions of the Act for ulterior motives and filing of vexatious/frivolous Applications for information;
  - VII. Training & Capacity Building of the SPIOs & the FAAs
  - VIII. Universalisation of Hybrid Hearing/Electronic Hearing by the BIC to minimize cost for the SPIOs, the FAAs & the PAs and the Information Seekers alike; and
  - IX. Such other fields of study relating to the Act as may be assigned.

**Provided that** an Intern may propose any other Focus Area/Thematic Topic other than the above Focus Areas/Thematic Topics which shall be subject to the approval of the SCIC.

6. **EXPECTED OUTCOMES FROM THE INTERNS:**

- I. Acquire a first-hand knowledge about the functioning of the Commission in discharge of its statutory responsibilities;
- II. Acquire foundational knowledge of and advanced grounding in the RTI Act, 2005; and
- III. Submit a Project Report of high intellectual order on the Focus Area/Thematic Issue chosen by/assigned to the Intern.

7. **PROCEDURE ON COMPLETION OF INTERNSHIP:**

- I. The intern shall submit the paper on the focus area/thematic issue, with the recommendation of the SCIC/the SICs or other officer with whom he is attached;
- II. Present herself/himself for an Exit Interview on the appointed date and time; and
- III. The Law Officer, or in his absence, the Secretary of the BIC, will issue a certificate of successful completion of internship;

8. **APPLICATIONS:** Applications in the enclosed Performa must be sent by the interested candidates by Speed/Registered-Post or by hand to "The Law Officer, Bihar Information Commission, 4<sup>th</sup> Floor, Sochna Bhawan, Nehru Marg, Patna-800015 before/by the Closing Date indicated in the Notice published by the BIC on its Official Website and the Applications received after the Closing Date shall be summarily rejected and no communication in this regard shall be entertained. Further, the BIC shall not be liable for any postal or transit delay and no communication in this regard shall be entertained in any circumstance.

9. This issues with the approval of the SCIC.

*Upendra Kumar 12.5.23*  
**(Upendra Kumar)**

Law Officer & Secretary I/C,  
Bihar Information Commission

**PERFORMA OF APPLICATION**  
**BIHAR INFORMATION COMMISSION INTERNSHIP SCHEME, 2023**

| Sl. No. | PARTICULARS   |                    |                        |                                  |          |
|---------|---|--------------------|------------------------|----------------------------------|----------|
| 1.      | Name  | :                  |                        |                                  |          |
| 2.      | Father's/Mother's Name  | :                  |                        |                                  |          |
| 3.      | Date of Birth   | :                  |                        |                                  |          |
| 4.      | Nationality   | :                  |                        |                                  |          |
| 5.      | Religion  | :                  |                        |                                  |          |
| 6.      | Category (SC/ST/EBC/OBC/General)  | :                  |                        |                                  |          |
| 7.      | Permanent Address   | :                  |                        |                                  |          |
| 8.      | Correspondence Address  | :                  |                        |                                  |          |
| 9.      | Mobile No.  | :                  |                        |                                  |          |
| 10.     | E-mail ID   | :                  |                        |                                  |          |
| 11.     | Educational Qualification <small>(Starting with Secondary Exam onwards)</small> | :                  |                        |                                  |          |
| Sl.No.  | Name of the Board/University/ Institute   | Examination Passed | Year of Passing        | Marks/Grade Obtained             | Subjects |
| 12.     | Course presently pursuing   | :                  |                        |                                  |          |
| Sl.No.  | Name of the Board/University/Institute  | Name of the Course | Duration of the Course | Basis of Admission to the Course |          |
| 13.     | Internship Period which is Applied For  | :                  |                        |                                  |          |
| 14.     | Previous Experience, if any, in using the RTIA, 2005                            | :                  |                        |                                  |          |

**SOLEMN DECLARATION**

I, ....., Daughter/Son of Mrs./Mr.- .....  
Date of Birth-....., Resident of-..... hereby declare that the information given above and in the attached documents is true to the best of my knowledge and belief and nothing has been concealed/suppressed/forged therein. I am well aware of the fact that if the information given by me is found to be false/incorrect/misleading, action against me in accordance with law will be taken and my internship shall be terminated forthwith without prejudice to the rights of the authorities of the BIC regarding other appropriate punitive action, I will forfeit my claim/right to the award of the Internship Certificate.

I also declare that I shall not raise any claim for payment of honorarium and/or remuneration in future for my Internship with the BIC and shall not be entitled to any communication or enquiry in this regard from the BIC.

Place-/Date-

(Full & Dated Signature of the Applicant)

**Note:** The Application must be type-written on A4 Size Paper in the prescribed Performa only and hand-written Application and/or Application submitted in any other Performa shall be summarily rejected without further communication/right to enquiry in this regard.

*Upendra Kumar* 11.5.23  
Law Officer & Secretary I/C



Memo No.-01/Stha.-07/2012- (BIC)/Patna,

Dated- May, 2023

**Copy to:**

The PS to the SCIC, Bihar and the PS/the PA to the SICs, Bihar for bringing this to the kind attention and perusal of the SCIC/the SIC, Bihar.

sd/-

**Law Officer & Secretary I/C**

Memo No.-01/Stha.-07/2012- 182 (BIC)/Patna,

Dated- 12 May, 2023

**Copy to:**

1. The DG, BIPARD (**By Email only**);
2. The Principal Secretary, Department of General Administration, Govt. of Bihar, Patna (**By Email only**);
3. All Officers and All Branches of the BIC for information and necessary action; and.
4. The IT Manager, BIC for uploading it on the Website of the BIC.

*Upendra Kumar/12.5.23*  
**Law Officer & Secretary I/C**