



एएआई कार्गो लोजिस्टिक्स एण्ड एलाईड सर्विसेस कंपनी लिमिटेड AAI CARGO LOGISTICS & ALLIED SERVICES COMPANY LTD.

(An AAI Subsidiary)

CIN: U74990DL2016GOI304348

No.AAICLAS/HRM/L(33)/Internship/2022 / 09

16.06.2022

To

Dear Sir/Madam

Maulana Azad College

8, Rafi Ahmed Kidwai Road, Taltala, Kolkata, West-Bengal 700013
maulanaazadcollegekolkata@gmail.com

Subject: Internship reg.

Airports Authority of India Cargo Logistics and Allied Services Company Limited (AAICLAS), a 100% subsidiary of Airports Authority of India (AAI) having its Corporate Headquarters at New Delhi-110003 and its operation at Kolkata, Calicut, Goa, Chennai, Srinagar, Amritsar, Aurangabad, Bhopal, Bhubaneswar, Coimbatore, Guwahati, Hubballi, Indore, Jaipur, Madurai, Mangalore, Patna, Port Blair, Pune, Raipur, Rajahmundry, Ranchi, Surat, Tirupati, Tiruchirappalli, Trivandrum, Vadodara, Varanasi, Vishakhapatnam stations etc.

2. We do offer internship training to the bright candidates of a Government approved Institute, those who are pursuing their studies in the field of marketing, HR, Finance, operations, Logistics, Corporate Communication, horticulture, Housekeeping, Civil Engineering, Electrical Engineering, IT, Computer Science, Secretarial, Law and Business Administration etc.

3. The maximum period of the internship is for 06 months on the following terms:

1. There will be no stipend provided for this internship programme/training.
2. The student has to maintain the decorum of the office.
3. The student has to attend the office / mark attendance on daily basis.
4. The student has to be punctual as per the office timings.
5. The student may be advised in detail that during the period of internship and after the completion of internship, the data of the company shall not be leaked from his/her side, under any circumstances. The student must not disclose or use for the benefit of any third party or for its own benefit any proprietary and/or confidential information regarding the company, either within the entire period of validity or at any time after the termination of internship, without a written consent of the company.
6. The student has to attend the internship training six days in a week.
7. The student has to come office either in college uniform or in formal dress and no casual wear are allowed in office/training period.
8. The student may be advised to bring Institutional ID Card every day in the office, during his internship training period.
9. There will be no Liability on the part of AAICLAS in r/o Medical, Compensation etc.
10. The student be advised that under any circumstances he/she will not claim any service/ job in AAICLAS nor his/her candidature shall be considered for the same on the basis of this internship training.
11. After the completion of the assignment/internship, the student has to submit his project report to AAICALS in a presentable mode, for assessment etc.
12. In case the student commits a workplace violation worthy of disciplinary action and/or frequent unjustified absences or commit any illegal activity, this office maintains the right to cancel the internship training / work experience, without cause of any experience apart from action as per rules.

4. This office shall be pleased to accept student of your esteemed institution as Intern, for which you may nominate the bright student of your institution.



I. P. AGGARWAL

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