

**INTERNSHIP AGREEMENT**  
**QAF LAB INDIA (QLI)**  
**Effective Date: [DD-MM-YYYY]**

This Internship Agreement ("Agreement") is made and entered into by and between **QAF Lab India (QLI)**, a non-profit entity dedicated to technological innovation, research, and enterprise transformation ("Organization" or "QLI"), and the undersigned **Participant** ("Intern" or "Member").

This Agreement sets forth the terms and conditions governing the internship program and is subject to **QLI's Core Terms and Conditions, Code of Conduct, and Comprehensive Policies**. This Agreement does not supersede any clauses of the membership program and shall be read in conjunction with all existing policies.

---

## **1. DEFINITIONS**

- 1.1 **Organization (QLI)**: QAF Lab India, the entity overseeing the internship program.
  - 1.2 **Intern**: A Member of QLI enrolled in a certification program that mandates internship participation.
  - 1.3 **Internship Program**: The structured project-based learning experience provided by QLI.
  - 1.4 **Corporate Client**: External entities collaborating with QLI for project-based engagements.
  - 1.5 **Statement of Work (SOW)**: A separate document outlining project-specific deliverables, terms, and conditions between the Intern and Corporate Client.
  - 1.6 **Confidential Information**: Any proprietary data, business strategies, software, research materials, or project-related information shared during the internship.
- 

## **2. INTERNSHIP REQUIREMENTS & CONDITIONS**

### **2.1 Mandatory Hours:**

- Each Intern must complete a minimum of **40 hours** as part of their certification program.
- The internship is an academic requirement and does not constitute employment with QLI or any Corporate Client.

### **2.2 Internship Availability:**

- Internship positions are **subject to availability** at the time of program enrollment.
- QLI does not guarantee internship placement if there are no open internship positions.
- Alternative learning activities may be provided if an internship is unavailable.

### **2.3 Internship Fee:**

- The applicable internship fee shall be determined **separately** in accordance with agreed terms outlined in **Annexure A**.
- Fee payment does not guarantee placement in a specific corporate project.

### **2.4 Statement of Work (SOW):**

- A separate **SOW** shall be issued between the **Corporate Client and Intern** detailing specific tasks, deliverables, timelines, and expectations.
  - The SOW shall **not override** QLI's policies or membership terms.
- 

### 3. ROLES & RESPONSIBILITIES

#### 3.1 QLI's Responsibilities:

- Facilitate internship opportunities in collaboration with Corporate Clients.
- Ensure that the internship aligns with the learning objectives of the certification program.
- Monitor progress and assess the intern's performance as per program guidelines.

#### 3.2 Intern's Responsibilities:

- Adhere to the internship schedule and complete assigned project tasks within the stipulated hours.
- Maintain professional conduct and comply with the **Code of Conduct & Ethical Standards**.
- Protect confidential information and refrain from unauthorized disclosure of client or QLI data.
- Submit progress reports, assignments, and final assessments as per program requirements.

#### 3.3 Corporate Client's Responsibilities:

- Provide guidance, mentorship, and relevant project work aligned with the SOW.
  - Offer feedback and performance evaluation based on the Intern's contributions.
  - Ensure a collaborative and professional internship environment.
- 

### 4. CONFIDENTIALITY & INTELLECTUAL PROPERTY

#### 4.1 Confidentiality Obligations:

- The Intern acknowledges that all information related to **projects, clients, business strategies, and proprietary materials** is confidential.
- The Intern agrees **not to disclose, reproduce, or use confidential information** outside the scope of the internship.
- Any breach of confidentiality may result in **termination from the program and legal action**.

#### 4.2 Intellectual Property (IP) Rights:

- Any work, research, software, reports, or innovations created during the internship shall remain **the exclusive property of QLI and/or the Corporate Client**, unless stated otherwise in the SOW.
- The Intern **waives all rights** to claim ownership of intellectual property developed during the internship.

---

## 5. CODE OF CONDUCT & TERMINATION

### 5.1 Professional Conduct:

- Interns must uphold **professionalism, ethical behavior, and inclusivity** at all times.
- Any form of misconduct, discrimination, harassment, or violation of QLI policies shall lead to disciplinary action.

### 5.2 Grounds for Termination:

- Breach of confidentiality or intellectual property clauses.
- Non-compliance with internship requirements or failure to complete assigned tasks.
- Unprofessional behavior, absenteeism, or violation of corporate policies.
- Any termination due to misconduct shall result in **permanent disqualification** from QLI programs.

### 5.3 Consequences of Termination:

- No refund shall be issued upon termination from the internship program.
- The intern shall **forfeit certification eligibility** if internship requirements are not met.

---

## 6. LIABILITY DISCLAIMER

### 6.1 No Employment Guarantee:

- Participation in the internship program **does not guarantee** employment with QLI or any Corporate Client.

### 6.2 Limited Liability:

- QLI is not liable for any disputes arising between the Intern and Corporate Client beyond the scope of the internship.
- QLI shall not be held responsible for financial loss, damages, or project-related risks incurred by the Intern.

---

## 7. DISPUTE RESOLUTION & GOVERNING LAW

### 7.1 Internal Resolution:

- Any disputes arising under this Agreement shall be resolved through QLI's internal grievance redressal mechanism.

### 7.2 Legal Jurisdiction:

- This Agreement shall be governed by and construed in accordance with the **laws of India**.

- Any unresolved disputes shall be referred to arbitration under the **Indian Arbitration and Conciliation Act, 1996**.
  - The exclusive jurisdiction for legal proceedings shall be **Chennai, Tamil Nadu, India**.
- 

#### **8. AGREEMENT ACCEPTANCE**

By signing below, the Intern acknowledges that they have read, understood, and agreed to abide by the terms of this Internship Agreement.

**Intern Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**For QAF Lab India**

**Authorized Representative Name:** \_\_\_\_\_

**Designation:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

---

#### **Annexure A: Internship Fee & Payment Terms**

(To be outlined separately as per agreed terms.)