



## ASSAM STATE BIODIVERSITY BOARD

ARANYA BHAWAN, 2<sup>nd</sup> FLOOR  
PANJABARI, GUWAHATI-781037

[www.asbb.gov.in](http://www.asbb.gov.in)

ABB/Internship/2016/Pt.1/159/

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Date: 22/01/2026

### Advertisement for engagement of Internship

### Positions (Biodiversity) for assisting in updation of Gaon Panchayat People's Biodiversity Registers (PBR) of Assam

The Assam State Biodiversity Board would like to engage Graduate and Post-Graduate Students studying in colleges and universities of Assam for a one month Internship Programme on Biodiversity for updation of People's Biodiversity Registers (PBR) of Gaon Panchayat level Biodiversity Management Committees of Assam as per the guidelines of 'PBR Quality Evaluation Framework' issued by the National Biodiversity Authority.

Sl. No.	Position	Essential qualification	Requirement/Remarks
1	Biodiversity Interns	Graduates & Post Graduate Students studying in Colleges and Universities of Assam having honours in Botany, Zoology & Allied Ecology & Wildlife Sciences	A College/ University can forward a maximum of 15 students along with an Internship Supervisor from their Institution through its Principal for applying to this Internship Programme.

**Note:** The Internship Supervisor will be responsible for monitoring the works of their selected students in the Internship Programme and completion of the work within one month's time.

**Intake Capacity:** 60 Positions

**Duration:** One (1) Month

**Stipend:** Rs 5000/- after completion of the Internship Period.

**Last date for submission of application submission: 5.00 PM, 7<sup>th</sup> February, 2026.**

Interested eligible candidates, who are bonafide residents of Assam, may send the hard copy of their application in the prescribed format, along with self-attested supporting documents through an Institutionl 'Internship Supervisor' forwarded by the Principal to the following address given below:

The Member Secretary,  
Assam State Biodiversity Board,  
2<sup>nd</sup> Floor, Aranya Bhawan,  
Panjabari, Guwahati – 781037.

No application in email will be accepted. The Board will not be responsible for any postal delays. Incomplete, illegible or late applications received after the deadline will not be considered. Only shortlisted candidates would be called for a Personal Interview. No TA/DA will be paid for attending the said Interview.

The rights of any change in this advertisement and selection procedure are reserved with the office of the Assam State Biodiversity Board.

  
Member Secretary  
Assam State Biodiversity Board

## **Terms of Reference**

### **Introduction:**

India has enacted the Biological Diversity Act, in 2002 with the overall goal of biodiversity conservation and sustainable utilization of biodiversity. The Government of Assam had introduced the Assam Biodiversity Rules, 2010 for implementation of the Act in Assam and constituted the Assam State Biodiversity Board for implementation of the Act in the state in 2010.

Section 41 of the Biological Diversity Act 2002, provides that the local bodies (i.e. Zilla Parishad, Anchalik Panchayat, Gaon Panchayat & Urban Bodies) shall constitute Biodiversity Management Committees (BMCs) within its area of jurisdiction for the purpose of promoting conservation, sustainable use and documentation of biological diversity including preservations of habitats, conservation of land races, folk varieties and cultivars, domesticated stocks and breeds of animals and microorganisms and chronicling of knowledge relating to biological diversity etc. The BMCs are statutory bodies at local level. At present, a total of 2549 BMCs have been constituted in the State at all local bodies/level including 40 BMCs at forest range jurisdiction at the 3 Autonomous Councils (i.e. Bodoland Territorial Council, Dima Hasao Autonomous Council & Karbi Anglong Autonomous Council) of the State. (Visit official website [www.asbb.gov.in](http://www.asbb.gov.in) for more information)

As per Section-41 of the Biological Diversity Act-2002 and Rule-25(9) of the Assam Biodiversity Rules 2010, each BMC needs to prepare a People's Biodiversity Register (PBR). A PBR is a comprehensive database of information on the availability and knowledge of the local biological resources, their medicinal values or any other associated traditional knowledge. The PBR can also be a useful resource in protecting Intellectual Property Rights (IPR) by establishing evidence of the traditional knowledge. Documentation of tradable bioresources in the PBR also helps in the identification of a beneficiary with whom benefits can be shared when an Access and Benefit Sharing (ABS) agreement becomes operational.

At present, there are 2549 Biodiversity Management Committees (BMC) at all local levels (Zilla parishad, Anchalik Panchayat/Block, Gaon Panchayat, Municipal Corporation, Municipal Boards, Forest Range) in Assam including the three Autonomous Councils. These BMCs have prepared their People's Biodiversity Registers (PBR), all of which are in their 1st stage and work is going on for updation of the same for quality enhancement as per National Biodiversity Authority guidelines 2020. For assisting in updation of PBR data the Board have also developed an android mobile 'Assam PBR App' which is linked to the State Digital PBR database currently hosted by AMTRON, Guwahati.

The objective of this assignment is to engage Graduate and Post Graduate students to update People's Biodiversity Registers of select Gaon Panchayat BMCs. As per the National Education Policy (NEP) 2020, an internship of 60 to 120 hours duration after the 4th semester is mandatory for the students, the Board is offering the Internship positions in alignment with the mandate of the Board.

Therefore, Assam State Biodiversity Board intends to engage Graduates and Post-Graduate (pursuing) students from Assam under this Internship Program on Biodiversity for duration of one (1) month. The selected interns have to attend 2 days online training program followed by field work assigned to them in their chosen Gaon Panchayat area.

The selected interns will be given a stipend of Rs. 5000/- (Rupees Five thousand only) only after successful completion of work assigned to them. The experience certificate will also be issued after the completion of the work.

### **I. Scope of Work:**

- i. Assisting in updation and finalization of select Gaon Panchayat PBRs in the prescribed format.
- ii. Assisting in testing and trial of Assam PBR Mobile App developed by ASBB.

- iii. Hold meeting with members of the assigned Gaon Panchayat BMC; seek their assistance in updating the PBRs.
- iv. Ensure the guidelines provided by National Biodiversity Authority (NBA) and ASBB for updating the PBRs are followed appropriately.
- v. The finalized versions of the PBR must qualify all requirements of the PBR Quality Evaluation Framework issued by the National Biodiversity Authority.
- vi. Update the PBR data into uniform exportable Microsoft Excel Format and as per data requirements of the Mobile App for PBR
- vii. Support the ASBB in linking PBRs with the Digital PBR database.

**II. Age limit: 18-23 years**

**III. Location:** Any Gaon Panchayat BMC of Assam (Applicant's Choice). List of 2197 Gaon Panchayat BMCs of Assam is at Annexure-I.

**III. Domicile: Bonafide Residents of Assam**

**IV. Eligibility and Qualifications for Internship Program:** Students pursuing Graduates & Post-Graduates degree in Colleges and Universities of Assam having honours in Botany, Zoology & allied Ecology and Wildlife Sciences.

**V. Desirable skills and Experience:**

- i. Knowledge of plant taxonomy, identification of flora and fauna and associated ecosystems.
- ii. Good communication skills; proficient in English and Assamese (oral and written)
- iii. Experiences in Field/ Local market survey/ PRA exercise etc
- iv. Working experience in MS-Excel, MS-Word and other MS Office applications

## **APPLICATION FORMAT FOR INTERNSHIP**

1. Name of Applicant:  
(Self-attested copy of Aadhar/Pan Card to be attached)
2. Father's name:
3. Mother's name:
4. Date of birth:
5. Age as on 01.01.2026:
6. Gender:
7. Permanent address:
8. Mailing address:
9. Mobile number:
10. Email address:
11. Educational qualification (attested copies of educational qualification certificates to be attached):

Paste your  
passport size  
photo here

Sl. No.	Educational Qualifications	Name of Institution	Board / University	Major	Year of Completion/ Semester details	Division/ Grade% of Marks
1	HSLC					
2	HS					
3	Graduate					
4	Post-Graduate					

12. Details of courses / training programs attended, if any:
13. Details of publications, if any:
14. Languages known:
15. Statement of suitability: (describe how your qualifications and experience suit the requirements of the position advertised)
16. Preference of nearby Gaon Panchayat (any three):

Sr. no.	Name of the Gaon Panchayat	District
1 <sup>st</sup> Preference		
2 <sup>nd</sup> Preference		
3 <sup>rd</sup> Preference		

17. Name of the Intuition currently studying:
18. Name, Designation and Contact details of assigned Internship Supervisor (Official forwarding from the Principal must be enclosed):

### **Declaration:**

I hereby certify that all the information given above is true to the best of my knowledge. If any of the above information is found to be incorrect at a later stage, I shall be liable to be disqualified/termination from the contract.

**Date & Place:**

**Signature of the candidate**