# **IG – 02 INTERN LETTER OF INDEMNITY**

# **CONDITIONS GOVERNING THE MRC INTERNSHIP PROGRAMME**

I accept the internship at the MRC Secretariat, which has been awarded to me by the MRC from\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, and I am aware of the followings:

1. As a Intern to the MRC, I shall comply strickly to the Internship policies and regulations as stipulated in the MRC Internship Guideline 2019.
2. The MRCS accepts no responsibility for costs arising from accidents and/or illness

incurred during my internship and that I must, therefore, provide proof of my enrollment in a health insurance plan;

1. There is no expectancy of employment at the end of my internship;
2. The MRCS does not deal with the Immigration authorities of Lao PDR or Cambodia and

therefore, I am myself responsible for obtaining any necessary visas/stay permit if my internship with the MRCS is less than 4 months.

I undertake the following obligations with respect to the internship programme:

a) to conduct myself at all times in a manner compatible with my responsibilities as

the holder of an MRC internship;

1. to keep confidential any and all unpublished information made known to me by

the MRC during the course of my internship and not to publish any reports or

papers on the basis of information obtained during the programme,

except with the authorization of the MRCS;

1. to provide written notice in case of illness or other unavoidable circumstances

which might prevent me from fulfilling my obligations;

1. to prepare the IG-03 – Internship Learning Report on my assignment at the end of my internship and to submit it to the MRCS HR;
2. to report for an exit interview before the expiration date of my internship.

DATE SIGNATURE OF INTERN