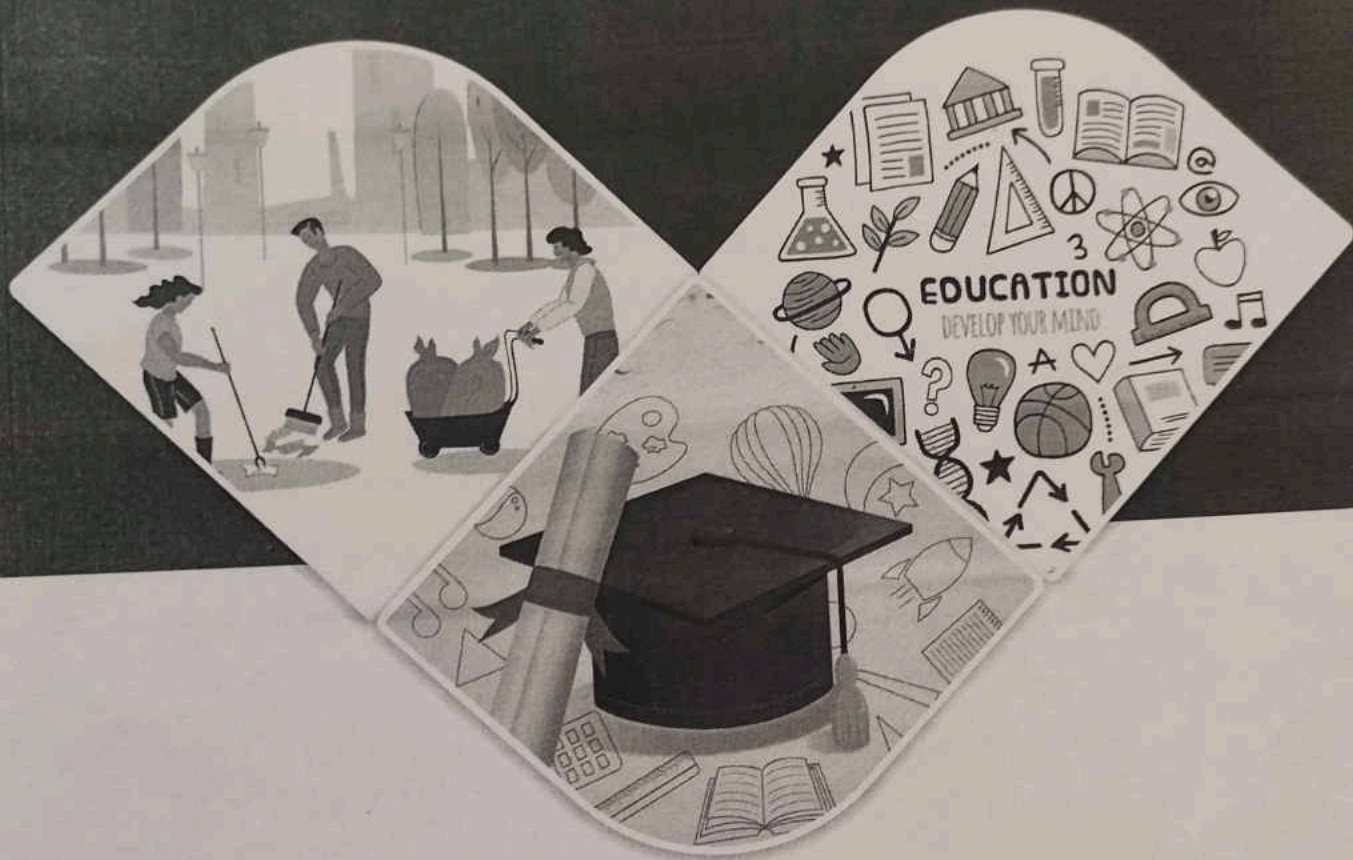


Model Program Book



SEMESTER INTERNSHIP

Designed & Developed by



**ANDHRA PRADESH
STATE COUNCIL OF HIGHER EDUCATION**
(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)

PROGRAM BOOK FOR
SEMESTER INTERNSHIP

Name of the Student: Kummavevi. Gijri.

Name of the College: Govt Degree collage (men), Srikarulam.

Registration Number: 2022001566029.

Period of Internship: From: 02/01/2023 To: 05/04/2023

Name & Address of the Intern Organization :- Dr. Reddy's ~~Company~~ Labo
aties

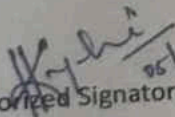
Dr. B. Ambedkar **University**
YEAR :- IInd year.

Date:05/04/2023

To whom so ever it may concern

This is to certify that, Kummari Giri has successfully completed her internship with us at FTO 11 unit, Pydibhimavaram in Production Department, for DR. REDDY'S LABORATORIES LIMITED during the period 02.01.2023 to 05.04.2023.

We wish her every success in her life and career.


05/04/2023
Authorized Signatory

HR Facilitator
FTO11



Official Certification

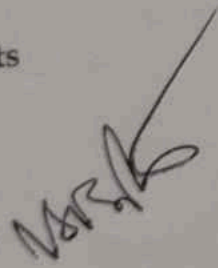
This is to certify that Kummani. Gini. (Name of the student) Reg. No. 2022001166029 has completed his/her Internship in DV Reddy (E10-11) (Name of the Intern Organization) on 4 months Internship. (Title of the Internship) under my supervision as a part of partial fulfillment of the requirement for the Degree of Industrial Chemistry. in the Department of Govt Degree College (man) (Name of the College).

This is accepted for evaluation.

K. Gini.
(Signatory with Date and Seal)

Endorsements

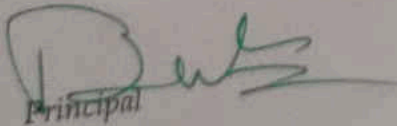
Faculty Guide



Head of the Department



Principal



Student's Declaration

I, Kummani. Gini. a student of 4 month Internship.
Program, Reg. No. 2022001566029 of the Department of Govt Degree College (men)
College do hereby declare that I have completed the mandatory internship
from 02/01/2023 to 05/04/2023 in Dr Reddys (ETO-II) (Name of
the intern organization) under the Faculty Guideship of
production. (Name of the Faculty Guide), Department of
Govt Degree collage (men), Srikalculam.
(Name of the College)

K. Gini.

(Signature and Date)

An Internship Report on

Dr Reddys Laboratory

(Title of the Semester Internship Program)

Submitted in accordance with the requirement for the degree of

UG. Degree. (B.Sc)

Under the Faculty Guideship of

Dr' Reddy pharma, Hydikimavaram.

(Name of the Faculty Guide)

Department of

Govt Degree collage (mun), srinakulam.

(Name of the College)

Submitted by:

K. Girsi.

(Name of the Student)

Reg.No: 2022001566029

Department of B.Sc (M.C.I.C)

Govt degree collage (mun), srinakulam.

(Name of the College)

Instructions to Students

Please read the detailed Guidelines on Internship hosted on the website of AP State Council of Higher Education <https://apsche.ap.gov.in>

1. It is mandatory for all the students to complete Semester internship either in V Semester or in VI Semester.
2. Every student should identify the organization for internship in consultation with the College Principal/the authorized person nominated by the Principal.
3. Report to the intern organization as per the schedule given by the College. You must make your own arrangements for transportation to reach the organization.
4. You should maintain punctuality in attending the internship. Daily attendance is compulsory.
5. You are expected to learn about the organization, policies, procedures, and processes by interacting with the people working in the organization and by consulting the supervisor attached to the interns.
6. While you are attending the internship, follow the rules and regulations of the intern organization.
7. While in the intern organization, always wear your College Identity Card.
8. If your College has a prescribed dress as uniform, wear the uniform daily, as you attend to your assigned duties.
9. You will be assigned a Faculty Guide from your College. He/She will be creating a WhatsApp group with your fellow interns. Post your daily activity done and/or any difficulty you encounter during the internship.
10. Identify five or more learning objectives in consultation with your Faculty Guide. These learning objectives can address:
 - a. Data and Information you are expected to collect about the organization and/or industry.
 - b. Job Skills you are expected to acquire.
 - c. Development of professional competencies that lead to future career success.
11. Practice professional communication skills with team members, co-interns, and your supervisor. This includes expressing thoughts and ideas effectively through oral, written, and non-verbal communication, and utilizing listening skills.
12. Be aware of the communication culture in your work environment. Follow up and communicate regularly with your supervisor to provide updates on your progress with work assignments.

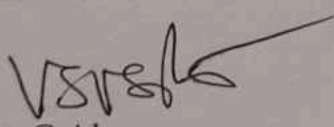
13. Never be hesitant to ask questions to make sure you fully understand what you need to do your work and to contribute to the organization.
14. Be regular in filling up your Program Book. It shall be filled up in your own handwriting. Add additional sheets wherever necessary.
15. At the end of internship, you shall be evaluated by your Supervisor of the intern organization.
16. There shall also be evaluation at the end of the internship by the Faculty Guide and the Principal.
17. Do not meddle with the instruments/equipment you work with.
18. Ensure that you do not cause any disturbance to the regular activities of the intern organization.
19. Be cordial but not too intimate with the employees of the intern organization and your fellow interns.
20. You should understand that during the internship programme, you are the ambassador of your College, and your behavior during the internship programme is of utmost importance.
21. If you are involved in any discipline related issues, you will be withdrawn from the internship programme immediately and disciplinary action shall be initiated.
22. Do not forget to keep up your family pride and prestige of your College.

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EXTERNAL ASSESSMENT STATEMENT

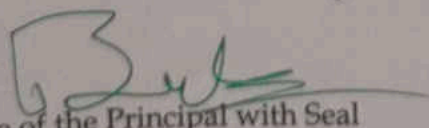
Name Of the Student: Kummari. Gini.
Programme of Study: B.Sc (M.C.I.C)
Year of Study: 3rd year (M.C.I.C)
Group: (M.C.I.C)
Register No/H.T. No: 2022001566029
Name of the College: Govt Degree College (men), Srikalulam.
University: Dr. B. Ambedkar university.

SLNo	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Internship Evaluation	80	74
2.	For the grading giving by the Supervisor of the Intern Organization	20	17
3.	Viva-Voce	50	46
	TOTAL	150	
GRAND TOTAL (EXT. 50 M + INT. 100M)		200	


Signature of the Faculty Guide

Signature of the Internal Expert

Signature of the External Expert


Signature of the Principal with Seal

Certificate from Intern Organization

This is to certify that Kumhari. Gini. (Name of the intern)
Reg. No 2022001566029 of Govt Degree College (men) (Name of the
College) underwent internship in Dr' Riddys (FTO-11) (Name of the
Intern Organization) from 02/01/2023 to 05/04/2023

The overall performance of the intern during his/her internship is found to be
Satisfactory. (Satisfactory/Not Satisfactory).

Kyhi

Authorized Signatory with Date and Seal

CHAPTER 1: EXECUTIVE SUMMARY

The internship report shall have a brief executive summary. It shall include five or more Learning Objectives and Outcomes achieved, a brief description of the sector of business and intern organization and summary of all the activities done by the intern during the period.

I worked in the Internship in the department of Dr' Reddys Pharma Company. I visited the place in Hydibemavaram in the Dr' Reddy Pharma Company. I chose ~~Amobindo~~ Dr' Reddy's Pharma Company to learn about the Dr' Reddys Pharma Company and the details of Dr' Reddy Pharma Company HR and importance.

The introduction is very friendly and valuable through internship. I got know Dr' Reddy Pharma Company one of the administrative division of the private Pharma Company. It is headed by the principle chief conservation of Dr' Reddy's lead HR the primary function of this department.

12 territorial circles and 43 division in addition one officer of the rank deputy Conservator of Dr' Reddys Pharma Company.

CHAPTER 2: OVERVIEW OF THE ORGANIZATION

Suggestive contents

- A. Introduction of the Organization
- B. Vision, Mission, and Values of the Organization
- C. Policy of the Organization, in relation to the intern role
- D. Organizational Structure
- E. Roles and responsibilities of the employees in which the intern is placed.
- F. Performance of the Organization in terms of turnover, profits, market reach and market value.
- G. Future Plans of the Organization.

Dr' Reddys Pharma Company Pvt. in the
Hyderabad. 1. Kestaram mandalam, Srilakshmi dist
in this company establishment. This Pharma Company.
missions in human medicine manufacturing the human
health enhanced. This company is pharmaceutical
chemical using so many chemicals in best product
now days society so many problems, so and so health
problems. In the same thing every field in human
mindset in human resource in good health one at
the past this company is private Pharma Company in
Dr' Reddys company is the manufacturing of medicine
in best product this company so many units in
world wide.

CHAPTER 3: INTERNSHIP PART

Description of the Activities/Responsibilities in the Intern Organization during Internship, which shall include - details of working conditions, weekly work schedule, equipment used, and tasks performed. This part could end by reflecting on what kind of skills the intern acquired.

Activities / Responsibilities

The main role of Dr Reddy's Pharma Company is the so many research in human health development so many implements the company policy every employ good health, work depend on the salaries every employes yearly increment the company - Human Health protecting every person good medicine in the good health result.

The main role of the Pharma company good medicine, human health protecting good health and this company so many departments.

1) quality analysis and second is the production there is quality control, ware housing receiving and dispatching so many chemicals and, product finished in this total product and chemical go to the ware house and liquid line.

WEEKLY REPORT

WEEK - 3 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

In this entire week know the information about sections Pharma department.

There are 17 sections of Dr' Reddys (FTO-II).

We went for field work at Achnapalem to visit Pharma company department.

There we know types of nurseries. There are two types they are temporary nurseries and permanent of chemical.

Temporary nurseries are raised in private land they shifted.

Permanent chemical are raised in private land. We also know size of bags used from plant.

We saw different types of pharma, such as neem, Pharma, chemicals, such as Delonic and Pharma tablets and injections.

ACTIVITY LOG FOR THE FORTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Company introduction chemicals.	manufacturing product.	Kyli
Day - 2	company visited.	process of pharma company.	Kyli
Day - 3	Company in the department.	so many depur - ment in this pharma.	Kyli
Day - 4	Company chemical process.	Company process chemical.	Kyli
Day - 5	Company pharma formula.	Company pharma using chemicals.	Kyli
Day - 6	Company best medicine result.	Company good result.	Kyli

ACTIVITY LOG FOR THE FIRST WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Production.	A generation ago mango diary especially in the southern part of the country were production.	Kyhi Kyhi
Day - 2	Liquid line.	The one well known cereal is diets today & sent is ultra pasteurized value & is liquid line in a production.	Kyhi
Day - 3	Production.	Production in a natural - in Africa and has been collected for many thousands of years.	Kyhi
Day - 4	Liquid line.	Introduced 4000 years ago and has been to and in technological evolutions in the hemisphere.	Kyhi
Day - 5	Liquid line for viles.	Rogi is also very rich source of minerals it has been the colic mis at cause an important.	Kyhi
Day - 6	Filling line.	The filling line is production is comparable to that of rice due to the high protein content.	Kyhi

WEEKLY REPORT

WEEK - 1 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

In this entire week I have conducted extra curricular cultural activities like self introduction Epms to interact with them to know about their state of mind and connect with them.

I have also taught them few lessons from this syllabus in understandable manner so that they have left that they come to know about some new things the end of how they live the teaching in fun and learning.

ACTIVITY LOG FOR THE SECOND WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	wiles .	Eating panta bhata that people can get energy and work hard continuously.	Kyhi
Day -2	filling line.	panta bhata is a method of preparing rice the better rice in filling line.	Kyhi
Day -3	production.	studies have shown that panta bhata contains high quality minerals that are for overall org.	Kyhi
Day -4	Liquid line .	studies have shown that panta bhata contains minerals that are for overall org.	Kyhi
Day -5	catrage line.	The catrage line has more nutritional value than regular wiles what is more of value point.	Kyhi
Day -6	Filling line .	Also collect per bidders on purpose filling line has types of that wiles is more of value point.	Kyhi

WEEKLY REPORT

WEEK - 2 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

Filling line:- The figures of losses the crop at all stages from seeding in nursery to heading in main field. The normal filling occur on leaves that rotted and the glumes are also attached. A section of Dr. Reddy's.

We went for field work at Achnapalem to visit Pharma Company department.

There we knew types of nurseries there are two types, they are temporary nurseries and permanent chemical.

Temporary nurseries are raised in private land they shifted.

Permanent chemical are raised private land.

We also knew size of bags used from plants.

We saw different types of pharma, such as delonic and pharma tablets and injections.

ACTIVITY LOG FOR THE THIRD WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Introduction.	Company in the process manufacturing product.	Kyhi
Day -2	Company visited.	process of pharma company.	Kyhi
Day -3	Company has many departments	So many departments in this pharma.	Kyhi
Day -4	Chemical process in step visited.	manufacturing process.	Kyhi
Day -5	Pharma company tested formula	Company pharma using chemicals.	Kyhi
Day -6	Company best medicine result.	Company good result.	Kyhi

WEEKLY REPORT

WEEK - 4 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

In this entire week I knew pharma the information about sections pharma department. There are 17 sections of ~~at~~ 'Dr' Reddy's Company.

We went for field work at Hydibemavaram to visit pharma company department.

There we knew types of chemical there were types, they are department of chemicals.

Temporary inventories are raised in private land they shifted.

Permanent chemical are raised private land. We also knew size of bags used from plants.

We saw different types of pharma, such as raw, pharma, chemicals, such as dicalic and pharma tablets and injections.

ACTIVITY LOG FOR THE FIFTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day - 1	Company trans production chemicals.	manufacturing · product ·	Kyl ⁱ
Day - 2	company visited.	· process of pharma Company ·	Kyl ⁱ
Day - 3	Company of the department.	So many depart- ment in this pharma.	Kyl ⁱ
Day - 4	Company chemicals process.	Company process · chemicals ·	Kyl ⁱ
Day - 5	Company pharma formula.	Company pharma using chemicals.	Kyl ⁱ
Day - 6	Company best medicine result.	Company good result.	Kyl ⁱ

Describe the real time technical skills you have acquired (in terms of the job-related skills and hands on experience)

I worked in the internship the department Dr' Reddys Pharma company. I visited the place in Pydibhimavaram in the Dr' Reddys Pharma company.

I choose Dr' Reddys Pharma company to know about the Dr' Reddys Pharma company and the details of Dr' Reddys Pharma company HR and importance.

12 triangular circles and US division in addition one officer of the rank deputy conservator of Dr' Reddys Pharma company.

WEEKLY REPORT

WEEK - 5 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

In this venture we know the information about sections pharma departments. There are sections of ~~are~~ Dr Reddy (FTO - 11) unit of company.

we went for field work at Hydibema - varam to visit pharma company department.

There we know types of chemicals there were types, they are temporary chemicals and department of chemicals.

Temporary industries are raised in private land they shifted.

Permanent chemicals are raised private land. we also know site of bags used from plant.

we show different types of pharma, such as num, pharma, chemicals, such as Aeloxic and pharma tablets and Injection.

WEEKLY REPORT

WEEK - 14 (From Dt..... to Dt.....)

Objective of the Activity Done:

Detailed Report:

In this entire week show the information about sections pharma department.

These are sections of ^{Dr. Reddy's} ~~company~~ company.

we went for field work at pydibemavaram to visit pharma company department.

There we knew types of chemicals there were types, they are temporary chemicals and are department of chemicals.

temporary inventories are raised in private land they shifted.

permanent chemicals are raised private land.

we also knew size the bags used from plants.

we show different types of pharma, such as num, pharma, chemicals, such as doloic and phormule tablets, and injection.

ACTIVITY LOG FOR THE FOURTEENTH WEEK

Day & Date	Brief description of the daily activity	Learning Outcome	Person In-Charge Signature
Day -1	Company introduction chemicals .	manufacturing product .	Kyli
Day -2	Company visited .	process of pharma Company .	Kyli
Day -3	Company of the department .	so many depart-ment in this pharma .	Kyli
Day -4	Company chemicals process .	Company process chemicals .	Kyli
Day -5	Company pharma formula .	Company pharma using chemicals .	Kyli
Day -6	Company best medicine result .	Company good result .	Kyli

Describe how you could improve your communication skills (in terms of improvement in oral communication, written communication, conversational abilities, confidence levels while communicating, anxiety management, understanding others, getting understood by others, extempore speech, ability to articulate the key points, closing the conversation, maintaining niceties and protocols, greeting, thanking and appreciating others, etc.,)

Dr' Reddy's Pharma Company Ltd. in the Hyderabad
- am Ransalm mandalam, srirakulam dist in this company

estabilation. This pharma company vision in human
medicine manufacturing the human health improved.

This company is pharmaceutical chemical using so many

chemicals in but product. new days society so many
problems, so and so health problems. In the same

thing every field. in human mental in human

resource in good health one of the part this company

is private. pharma company in Dr' Reddy's Company is

the manufacturing of medicine in the latest products.

This company so many units in world wide.

CHAPTER 5: OUTCOMES DESCRIPTION

Describe the work environment you have experienced (in terms of people interactions, facilities available and maintenance, clarity of job roles, protocols, procedures, processes, discipline, time management, harmonious relationships, socialization, mutual support and teamwork, motivation, space and ventilation, etc.)

Dr' Reddy's Pharma company (p.t.d). private pharma company. in the manufacturing in the product. so many chemicals added the so many chemicals. is good result.

Dr' Reddes company product.

→ qualite analysis.

→ qualite controll.

→ ware house so many total chemicals depending the chemicals Dr' Reddys company private limited.

so many chemical medicine the good result but useful material but use-ful in good useful in chemicals.

Dr' Reddys Company was in the best useful company but manufacturing product medicine in the human health medicine but Dr' Reddy's pharma company.

Student Self Evaluation of the Short-Term Internship

Student Name: K. Gini.

Registration No: 2022001566029

Term of Internship:

From: 02/01/2022

To: 05/04/2022

Date of Evaluation:

Organization Name & Address: Dr' Reddy's Company (pydiblimawaram).

Please rate your performance in the following areas:

Rating Scale: Letter grade of CGPA calculation to be provided

1	Oral communication	1	2	3	4	5
2	Written communication	1	2	3	4	5
3	Proactiveness	1	2	3	4	5
4	Interaction ability with community	1	2	3	4	5
5	Positive Attitude	1	2	3	4	5
6	Self-confidence	1	2	3	4	5
7	Ability to learn	1	2	3	4	5
8	Work Plan and organization	1	2	3	4	5
9	Professionalism	1	2	3	4	5
10	Creativity	1	2	3	4	5
11	Quality of work done	1	2	3	4	5
12	Time Management	1	2	3	4	5
13	Understanding the Community	1	2	3	4	5
14	Achievement of Desired Outcomes	1	2	3	4	5
15	OVERALL PERFORMANCE	1	2	3	4	5

K. Gini.

Signature of the Student

Date:

Evaluation by the Supervisor of the Intern Organization

Student Name: K. Gini.

Registration No: 202200156629

Term of Internship: From: 02/01/2023

To: 05/04/2023.

Date of Evaluation:

Organization Name & Address: Dr' Reddy's Company (pydibtimavaram)

Name & Address of the Supervisor with Mobile Number
K. Kyli
(9059449379).

Please rate the student's performance in the following areas:

Please note that your evaluation shall be done independent of the Student's self-evaluation

Rating Scale: 1 is lowest and 5 is highest rank

1	Oral communication	1	2	3	4	5
2	Written communication	1	2	3	4	5
3	Proactiveness	1	2	3	4	5
4	Interaction ability with community	1	2	3	4	5
5	Positive Attitude	1	2	3	4	5
6	Self-confidence	1	2	3	4	5
7	Ability to learn	1	2	3	4	5
8	Work Plan and organization	1	2	3	4	5
9	Professionalism	1	2	3	4	5
10	Creativity	1	2	3	4	5
11	Quality of work done	1	2	3	4	5
12	Time Management	1	2	3	4	5
13	Understanding the Community	1	2	3	4	5
14	Achievement of Desired Outcomes	1	2	3	4	5
15	OVERALL PERFORMANCE	1	2	3	4	5

Kyli

Signature of the Supervisor

Date:

Internal & External Evaluation for Semester Internship

Objectives:

- Explore career alternatives prior to graduation.
- To assess interests and abilities in the field of study.
- To develop communication, interpersonal and other critical skills in the future job.
- To acquire additional skills required for the world of work.
- To acquire employment contacts leading directly to a full-time job following graduation from college.

Assessment Model:

- There shall be both internal evaluation and external evaluation
- The Faculty Guide assigned is in-charge of the learning activities of the students and for the comprehensive and continuous assessment of the students.
- The assessment is to be conducted for 200 marks. Internal Evaluation for 50 marks and External Evaluation for 150 marks
- The number of credits assigned is 12. Later the marks shall be converted into grades and grade points to include finally in the SGPA and CGPA.
- The weightings for Internal Evaluation shall be:
 - Activity Log 10 marks
 - Internship Evaluation 30 marks
 - Oral Presentation 10 marks
- The weightings for External Evaluation shall be:
 - Internship Evaluation 100 marks
 - Viva-Voce 50 marks
- The External Evaluation shall be conducted by an Evaluation Committee comprising of the Principal, Faculty Guide, Internal Expert and External Expert nominated by the affiliating University. The Evaluation Committee shall also consider the grading given by the Supervisor of the Intern Organization.
- Activity Log is the record of the day-to-day activities. The Activity Log is assessed on an individual basis, thus allowing for individual members within groups to be assessed this way. The assessment will take into consideration

the individual student's involvement in the assigned work.

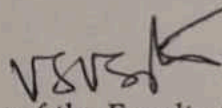
- While evaluating the student's Activity Log, the following shall be considered -
 - a. The individual student's effort and commitment.
 - b. The originality and quality of the work produced by the individual student.
 - c. The student's integration and co-operation with the work assigned.
 - d. The completeness of the Activity Log.
- The Internship Evaluation shall include the following components and based on Weekly Reports and Outcomes Description
 - a. Description of the Work Environment.
 - b. Real Time Technical Skills acquired.
 - c. Managerial Skills acquired.
 - d. Improvement of Communication Skills.
 - e. Team Dynamics
 - f. Technological Developments recorded.

INTERNAL ASSESSMENT STATEMENT

Name Of the Student: Kumhari, Gimi,
Programme of Study: B.Sc (M.C.I.C)
Year of Study: IIIrd year (M.C.I.C)
Group: (M.C.I.C)
Register No/H.T. No: 2022001566029
Name of the College: Govt Degree College (men), Srikakulam.
University: Dr. B.V. Ambedkar University.

Sl.No	Evaluation Criterion	Maximum Marks	Marks Awarded
1.	Activity Log	10	7
2.	Internship Evaluation	30	27
3.	Oral Presentation	10	7
	GRAND TOTAL	50	41

Date:


Signature of the Faculty Guide