

Internship at
Hindustan Latex Family Planning Promotion Trust (HLFPPT),
Jaipur

By

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INTRODUCTION

Internship is an integral part of two-year MBA programme. The duration of internship is of 3 months (March- May, 2018) and is started after completing second year course. It is an important phase during which we are given a chance to work with an Organization and learn about the proceedings and processes of different departments.

I joined Hindustan Latex Family Planning Promotion Trust, Jaipur as an intern. I worked as a nodal officer for Antara project which was a Simulation training programme for Doctors and Nurses to train them in providing mother and new born care.

GOALS OF INTERNSHIP

As a Management trainee at HLPPT, I had the following Objectives for my internship:

- Learn about the Organization and its various businesses. Since it is a NGO, I wanted to learn about various projects run by the Organization.
- Learning new skills like Project planning process and working on new software.
- Understanding various protocols for each department like documentation, finance and other managerial proceedings.
- Undergoing any further training or session to meet the requirements for work.
- Observing Behavior and culture of the Organization and inculcate required soft skills.

ORGANIZATIONAL PROFILE

Hindustan Latex Family Planning Promotion Trust (HLPPT) is a Not For Profit organization promoted by HLL Lifecare Limited (a Government of India Enterprise). It was established in 1992 and its core area of work is Reproductive and Child Health (adolescent and maternal health, family planning, newborn care and child health, HIV/AIDS), with focus on poor and marginalized rural and urban population. HLPPT works with a vision of increasing access to quality healthcare products and services.

VISION

Touching lives with quality care, compassion and emerge as a globally credible organization.

MISSION

Offer Innovative, Affordable and Sustainable Reproductive Health Solutions.

SERVICES OFFERED

- Family planning
- Maternal and child healthcare
- Adolescent Healthcare
- HIV prevention and care
- CSR partnership
- Skill Development
- NABH accreditation
- Strategic partnership
- Knowledge Management

All the above-mentioned services are offered through different departments namely Social Marketing, Social Franchising (MGHN), Capacity building, Public private partnership, Behavior change communication, Research activities and Technical consultation.

RESPONSIBILITIES

- Studying the Baseline report for Antara project.
- Preparing a list of training requirements and planning budget for it.
- Assisting in planning and conducting the training programme.
- Collecting data and preparing reports of completed trainings.
- Review of reports of completed trainings, Submission of completed reports.
- Analyzing the data recorded.
- Studying the list of hospitals in Sikar, Udaipur, Kota, Rajasmand and other districts and mapping the facilities interested in getting NABH accredited.
- Proof reading various reports and documents before final submission.

OTHER ASSIGNMENTS

- Attending various meetings like Pre-bid meeting and preparing reports for the same.
- Assisting in Quality Assurance programme for NABH accreditation as QA Coordinator.
- Visiting various facilities and conducting Gap Analysis and various trainings for preparing the facilities for NABH assessment.
- Attending 5-day training programme for FOGSI-Manyata and NABH, Organized at IIHMR, Jaipur.

