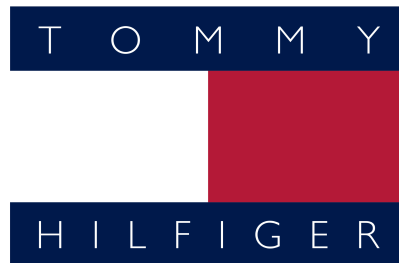


Report on B.Voc. Retail Management 3rd Semester On-the-Job Training (OJT)

Session 2025-26

Faculty: Ankita Verma

BESTSELLER® 



OCTAVE

Introduction:

The third-semester students of the Bachelor of Vocation (B.Voc.) program in Retail Management successfully completed a two-month On-the-Job Training (OJT) as part of their academic curriculum. This internship provided them with essential industry exposure, enabling them to apply theoretical knowledge in real-world retail settings. The students were placed in various reputed retail brands, gaining hands-on experience in customer service, sales, inventory management, and visual merchandising.

Internship Overview:

A total of **28 students** participated in the OJT, interning at well-known retail

organizations across different locations. The internships were structured to enhance their professional skills and understanding of the retail sector. The students also received **stipends**, with the highest being **₹52,000** and the lowest **₹10,000** for the two-month duration.

Internship Details:

The following table summarizes the placement of students across different retail brands and locations:

Brand	Location	No. of Students	Stipend (for 2 months)
Tommy Hilfiger	Chandigarh	1	₹52,000
Decathlon Zirakpur	Zirakpur	12	₹20,000
Decathlon Patiala	Patiala	1	₹20,000
Decathlon Solan	Solan	1	₹20,000
Decathlon Amritsar	Amritsar	4	₹20,000
Bestseller (ONLY)	Zirakpur	2	₹10,000
Octave	Zirakpur	7	₹10,000

Details of On the Job Training (Level-5) Retail Management (2025-2026)									
Sr. No.	Name of Student	College Roll No. of Student	University Roll No. of Student	OJT Location	Organisation Name	Date of Starting OJT	Proposed End Date of OJT	No. of OJT Hours	Stipend/month
1	Sonu	24080002	11241710057	ZIRAKPUR	Octave	27/11/25	27/01/26	510	5000
2	Bhawana	24080004	11241710015	ZIRAKPUR	Octave	27/11/25	27/01/26	510	5000

3	Anchal	24080005	11241710006	ZIRAKPUR	Octave	27/11/2 5	27/01/2 6	510	5000
4	Palak	24080017	11241710035	ZIRAKPUR	Octave	27/11/2 5	27/01/2 6	510	5000
5	Shruti	24080019	11241710055	ZIRAKPUR	Octave	27/11/2 5	27/01/2 6	510	5000
6	Priya Atwal	24080020	11241710042	ZIRAKPUR	Octave	27/11/2 5	27/01/2 6	510	5000
7	Manisha Kumari	24080025	11241710028	ZIRAKPUR	Octave	27/11/2 5	27/01/2 6	510	5000
8	Nisha	24080009	11241710031	ZIRAKPUR	Decathlon Zirakpur	11/08/2 5	07/01/2 6	510	10000
9	Alisha	24080012	1124171003	ZIRAKPUR	Decathlon Zirakpur	11/08/2 5	07/01/2 6	510	10000
10	Vanshika Thakur	24080018	11241710064	ZIRAKPUR	Decathlon Zirakpur	11/08/2 5	07/01/2 6	510	10000
11	ISHA KUMARI	24080027	11241710023	ZIRAKPUR	Decathlon Zirakpur	11/08/2 5	07/01/2 6	510	10000
12	Radhika	24080032	11241710044	ZIRAKPUR	Decathlon Zirakpur	11/08/2 5	07/01/2 6	510	10000
13	Nisha Dangi	24080035	11241710032	ZIRAKPUR	Decathlon Zirakpur	11/08/2 5	07/01/2 6	510	10000
14	Rakhi	24080038	11241710045	ZIRAKPUR	Decathlon Zirakpur	11/08/2 5	07/01/2 6	510	10000
15	Venus Sharma	24080040	11241710066	ZIRAKPUR	Decathlon Zirakpur	11/08/2 5	07/01/2 6	510	10000
16	Sunita	24080006	112417100460	ZIRAKPUR	Decathlon Zirakpur	20/11/2 5	20/01/2 6	510	10000
17	Jyoti	24080034	11241710024	ZIRAKPUR	Decathlon Zirakpur	20/11/2 5	20/01/2 6	510	10000
18	Pooja Devi	24080013	11241710038	ZIRAKPUR	Decathlon Zirakpur	20/11/2 5	20/01/2 6	510	10000
19	Aayushi	24080033	11241710001	ZIRAKPUR	Decathlon Zirakpur	20/11/2 5	20/01/2 6	510	10000
20	Khushboo Tamang	24080015	11241710025	AMRITSA R	Decathlon Amritsar	12/11/2 5	12/01/2 026	510	10000
21	HARSHITA	24080026	11241710022	AMRITSA R	Decathlon Amritsar	12/11/2 5	12/01/2 026	510	10000
22	Suman Kumari	24080010	11241710059	AMRITSA R	Decathlon Amritsar	12/11/2 5	12/01/2 026	510	10000
23	Anjali	24080031	11241710007	AMRITSA R	Decathlon Amritsar	27/11/2 5	27/01/2 6	510	10000
24	Tanisha	24080022	11241710061	SOLAN	Decathlon Solan	11/07/2 5	07/01/2 6	510	10000
25	Anuradha	24080007	11241710010	PATIALA	Decathlon Patiala	22/11/2 5	22/01/2 6	510	10000
26	Arti	247111035	11241690005	CHANDIG ARH	Tommy Hilfiger	27/11/2 5	27/01/2 6	510	26000
27	Palak Raghuvanshi	24080029	11241710033	ZIRAKPUR	Vero Moda	01/12/2 5	31/01/2 6	510	5000
28	Sapna Sharma	24080001	11241710052	ZIRAKPUR	Vero Moda	01/12/2 5	31/01/2 6	510	5000

Approval:

To

The Principal
RKMV Shimla

Date: 31/10/2025

Subject: Requesting permission for 28 students of B.Voc. Retail Management 3rd semester (L5) to attend two months OJT at various locations.

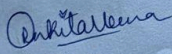
Respected Ma'am,

With due respect, it is submitted that as per the B.Voc. course curriculum, B.Voc. Retail Management 3rd semester (L5) students undergo two-months On-Job-Training (OJT) in the retail sector to gain exposure to retail industry practices.

Therefore, it is requested that permission may be granted to send 28 RM students from **06/11/25 to 31/01/26**. The list of students/location of training is attached.

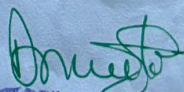
Thank you.

Regards,



Ankita Verma
Faculty - B.Voc. (Retail Management)
Vocational Training
Retail Management
RKMV, Shimla-1

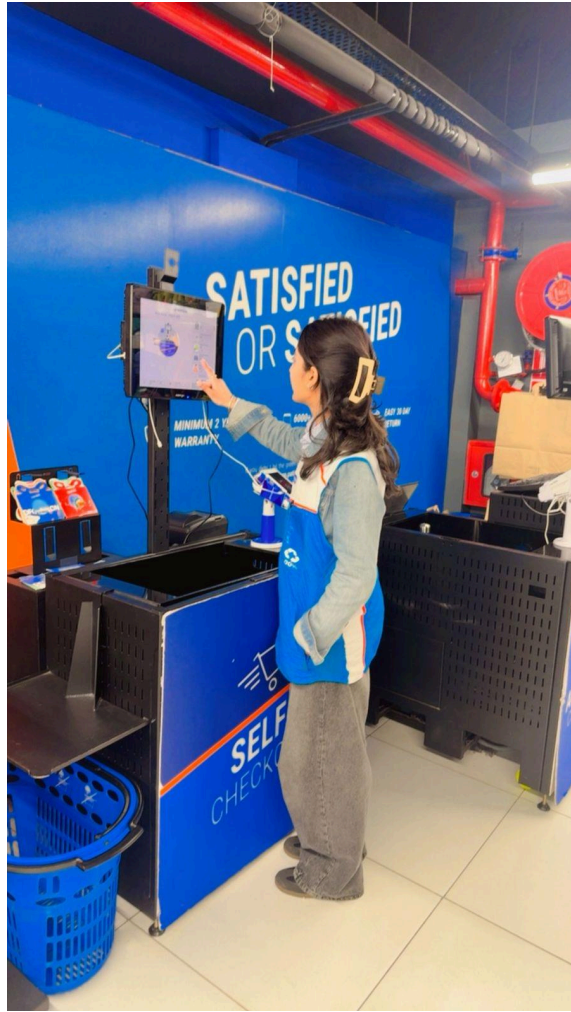
Nodal Officer (B.Voc.)
Nodal Office Shimla (H.P.)



Principal
Rajya Kanya Mahavidyalaya
Shimla (H.P.)

OJT Snippets:















Key Learning Outcomes:

The students gained valuable insights into various aspects of retail management, including:

- Customer engagement and service excellence
- Sales and marketing techniques
- Inventory control and stock management
- Store operations and layout planning
- Visual merchandising and branding strategies
- Handling real-time challenges in a retail environment

Conclusion:

The successful completion of the OJT has significantly contributed to the professional development of the students. The hands-on experience gained during this training will equip them with the skills necessary for future careers in the retail industry. The collaborations with reputed retail brands have not only enhanced their employability but also provided them with networking opportunities.

The department looks forward to further strengthening industry partnerships and ensuring that future batches continue to receive high-quality internships with competitive stipends.

Experience Letters:



Date: 06-01-2026

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Miss. VENUS SHARMA has successfully completed her internship at Decathlon Sports India Pvt Ltd, Punjab from 07-11-2025 to 06-01-2026. her internship focused on the subject of "Marketing and sales management" under the guidance of Mr./Ms. RIYA SAINI.

During the course of her internship, we found her to be punctual, hardworking, and inquisitive.

We appreciate her efforts and wish her all the very best in her future endeavours.

For Decathlon Sports India Pvt Ltd

Decathlon Sports India Private Limited
Singhpura Village, Had
Punjab - 140 603.
GRM Number: 0550-275

Authorised Signatory

DECATHLON SPORTS INDIA PRIVATE LIMITED

Survey No 78/10, A2, Chikkajala Village Bellary Road, Bangalore - 562157

CIN: U72200KA2004FTC033858 Phone: +917676793986

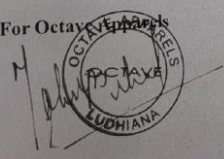
January 31, 2026

TO WHOM SO EVER IT MAY CONCERN

This is to certify that Ms. Priya Atwal , D/O Shri Gurmeet Atwal, a student of Bachelor of Vocation (Retail Management) at Rajkiya Kanya Mahavidyalaya, Shimla, Himachal Pradesh, has successfully completed internship in Retail Management with our organization, Octave Apparels, from November 27, 2025, to January 27, 2026.

Throughout her internship, Ms. Priya demonstrated strong dedication, professionalism, and a proactive attitude. She was punctual, motivated, and diligent in performing her tasks. Her ideas/insights and contributions were highly valued, and she exhibited a positive approach to every assignment.

We wish her the very best in all her future endeavors.

For Octave Apparels


Supervisor's Signa
[Handwritten notes and signatures in a column on the right side of the page]

ate: 06-01-2026

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Miss. ISHA KUMARI** has successfully completed her internship at **Decathlon Sports India Pvt Ltd, Punjab** from 07-11-2025 to 06-01-2026. her internship focused on the subject of "**Marketing and Sales Management**" under the guidance of **Mr./Ms. RIYA SAINI**.

During the course of her internship, we found her to be **punctual, hardworking, and inquisitive**.

We appreciate her efforts and wish her all the very best in her future endeavours.

For Decathlon Sports India Pvt Ltd

Decathlon Sports India Private Limited
Singhpura Village, Hadbasi, Punjab - 140 603.
CRM Number - 8556

Authorised Signatory

DECATHLON SPORTS INDIA PRIVATE LIMITED

Survey No 78/10 A2, Chikkajala Village Bellary Road, Banglore - 562157
CIN: U72200KA2004FTC033858 Phone +917676798989 Website: www.decathlon.in Email: india.corporate@decathlon.com

18



Roll No. - 24060026

Date: 31-01-2026

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Miss. HARSHITA . has successfully completed her internship at Decathlon Sports India Pvt Ltd, Punjab from 12-11-2025 to 31-01-2026. her internship focused on the subject of "Retail Marketing" under the guidance of Mr./Ms. KULDEEP SINGH.

During the course of her internship, we found her to be punctual, hardworking, and inquisitive.

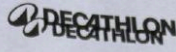
We appreciate her efforts and wish her all the very best in her future endeavours.

For Decathlon Sports India Pvt Ltd

Authorised Signatory

Handwritten signature and circular stamp of Decathlon Sports India Pvt Ltd

DECATHLON SPORTS INDIA PRIVATE LIMITED
DECATHLON SPORTS INDIA PRIVATE LIMITED
Survey No 78/10, A2, Chikkajala Village Bellary Road, Bangalore - 562157
Phone: +917676798989 Web: www.decathlon.in Email: india.corporate@decathlon.co
CIN: U72200KA2004FTC033858



Date: 06-01-2026

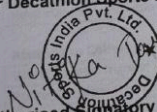
TO WHOMSOEVER IT MAY CONCERN

This is to certify that Miss. TANISHA . has successfully completed her internship at Decathlon Sports India Pvt Ltd, Himachal Pradesh from 07-11-2025 to 06-01-2026. her internship focused on the subject of "Merchandising and Layout" under the guidance of Mr./Ms. NITIKA TOMER.

During the course of her internship, we found her to be **punctual, hardworking, and inquisitive.**

We appreciate her efforts and wish her all the very best in her future endeavours.

For Decathlon Sports India Pvt Ltd


N. Tomer
Authorised Signatory

DECATHLON SPORTS INDIA PRIVATE LIMITED

Survey No 78/10, A2, Chikkajala Village Bellary Road, Bangalore - 562157

CIN: U72200KA2004FTC033858

Phone +917676798989

Website: www.decathlon.in

Email: india.corporate@decathlon

DECATHLON SPORTS INDIA PRIVATE LIMITED

Survey No 78/10, A2, Chikkajala Village Bellary Road, Bangalore - 562157

CIN: U72200KA2004FTC033858

Phone: +917676798989

Website: www.decathlon.in

Email: india.corporate@decathlon

19-01-2026

RELIEVING & EXPERIENCE LETTER

Name: **Aayushi .**
Employee ID: **DSIIN6865**
Designation: **Intern**

To Whom It May Concern,

This is to formally acknowledge that **Ms. Aayushi .** was employed with **Decathlon Sports India Pvt. Ltd** from **20-11-2025** to **19-01-2026** in the position of **Intern**.

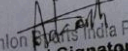
Pursuant to her resignation, we confirm that her resignation has been accepted, and She has been relieved from her duties effective **19-01-2026**, upon completion of the working hours on the said date.

During her tenure with us, **Aayushi .** has demonstrated good performance and conduct. We thank her for her service and commitment to the organization.

Please note that as per the terms of her employment, She is bound by the confidentiality clause stated in her appointment letter, and shall not use, disclose, remove, or transfer—directly or indirectly—any trade secrets, know-how, or confidential business or financial information belonging to Decathlon.

Aayushi . has separated from the organization on her own accord. We wish her all the very best in her future endeavors.

For Decathlon Sports India Pvt Ltd


Decathlon Sports India Private Limited
Authorized Signatory
Punjab - 140 603.
CRM Number - 8558857226

080006
Date: 19-01-2026

RELIEVING & EXPERIENCE LETTER

Name: **Sunita .**
Employee ID: **DSIIN6862**
Designation: **Intern**

To Whom It May Concern,

This is to formally acknowledge that **Ms. Sunita .** was employed with **Decathlon Sports India Pvt. Ltd** from **20-11-2025** to **20-01-2026** in the position of **Intern**.

Pursuant to her resignation, we confirm that her resignation has been accepted, and She has been relieved from her duties effective **20-01-2026**, upon completion of the working hours on the said date.

During her tenure with us, **Sunita .** has demonstrated good performance and conduct. We thank her for her service and commitment to the organization.

Please note that as per the terms of her employment, She is bound by the confidentiality clause stated in her appointment letter, and shall not use, disclose, remove, or transfer—directly or indirectly—any trade secrets, know-how, or confidential business or financial information belonging to Decathlon.

Sunita . has separated from the organization on her own accord. We wish her all the very best in her future endeavors.

For Decathlon Sports India Pvt Ltd
Decathlon Sports India Pvt. Ltd
Singhpur, Punjab - 140 103
Punjab - 140 103
Authorised Signatory

January 31, 2026

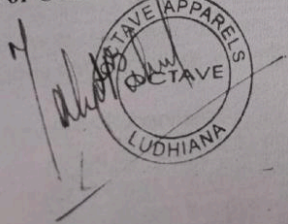
TO WHOM SO EVER IT MAY CONCERN

This is to certify that Ms. Sonu , D/O Shri Narayan Singh, a student of Bachelor of Vocation (Retail Management) at Rajkiya Kanya Mahavidyalaya, Shimla, Himachal Pradesh, has successfully completed internship in Retail Management with our organization, Octave Apparels, from November 27, 2025, to January 27, 2026.

Throughout her internship, Ms. Sonu demonstrated strong dedication, professionalism, and a proactive attitude. She was punctual, motivated, and diligent in performing her tasks. Her ideas/insights and contributions were highly valued, and she exhibited a positive approach to every assignment.

We wish her the very best in all her future endeavors.

For Octave Apparels

A handwritten signature in black ink is written over a circular stamp. The stamp contains the text 'OCTAVE APPARELS' at the top, 'OCTAVE' in the center, and 'LUDHIANA' at the bottom.



ate: 31-01-2026

TO WHOMSOEVER IT MAY CONCERN

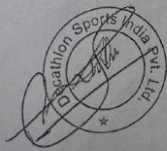
This is to certify that **Miss. ANJALI** . has successfully completed her Internship at **Decathlon Sports India Pvt Ltd, Punjab** from 27-11-2025 to 31-01-2026. her internship focused on the subject of "**Retail Marketing**" under the guidance of **Mr./Ms. KULDEEP SINGH**.

During the course of her internship, we found her to be **punctual, hardworking, and inquisitive**.

We appreciate her efforts and wish her all the very best in her future endeavours.

For Decathlon Sports India Pvt Ltd

Authorised Signatory



DECATHLON SPORTS INDIA PRIVATE LIMITED
DECATHLON SPORTS INDIA PRIVATE LIMITED
Survey No 78/10, A2, Chikkajata Village Bellary Road, Bangalore - 562157
www.decathlon.in Email: india.corporate@decathlon.c

25

24080035

Date: 19-01-2026

RELIEVING & EXPERIENCE LETTER

Name: **Nisha Dangi**
Employee ID: **DSIIN6810**
Designation: **Intern**

To Whom It May Concern,

This is to formally acknowledge that **Ms. Nisha Dangi** was employed with **Decathlon Sports India Pvt. Ltd** from **07-11-2025** to **20-01-2026** in the position of **Intern**.

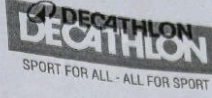
Pursuant to her resignation, we confirm that her resignation has been accepted, and She has been relieved from her duties effective **20-01-2026**, upon completion of the working hours on the said date.

During her tenure with us, Nisha Dangi has demonstrated good performance and conduct. We thank her for her service and commitment to the organization.

Please note that as per the terms of her employment, She is bound by the confidentiality clause stated in her appointment letter, and shall not use, disclose, remove, or transfer—directly or indirectly—any trade secrets, know-how, or confidential business or financial information belonging to Decathlon.

Nisha Dangi has separated from the organization on her own accord. We wish her all the very best in her future endeavors.

Decathlon Sports India Private Limited
For Decathlon Sports India Pvt Ltd
Singhpura Village, Habbast No. 43,
Punjab 141 003
CRM Number - 8556857226
Authorized Signatory



31-01-2026

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Miss. SUMAN KUMARI** has successfully completed her internship at **Decathlon Sports India Pvt Ltd, Punjab** from 12-11-2025 to 31-01-2026. her internship focused on the subject of **"Retail Marketing"** under the guidance of **Mr./Ms. KULDEEP SINGH.**

During the course of her internship, we found her to be **punctual, hardworking, and inquisitive.**

We appreciate her efforts and wish her all the very best in her future endeavours.

For Decathlon Sports India Pvt Ltd

Authorised Signatory



January 31, 2026

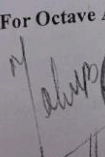

TO WHOM SO EVER IT MAY CONCERN

This is to certify that Ms. Anchal, D/O Shri Puran Dass, a student of Bachelor of Vocation (Retail Management) at Rajkiya Kanya Mahavidyalaya, Shimla, Himachal Pradesh, has successfully completed internship in Retail Management with our organization, Octave Apparels, from November 27, 2025, to January 27, 2026.

Throughout her internship, Ms. Anchal demonstrated strong dedication, professionalism, and a proactive attitude. She was punctual, motivated, and diligent in performing her tasks. Her ideas/insights and contributions were highly valued, and she exhibited a positive approach to every assignment.

We wish her the very best in all her future endeavors.

For Octave Apparels

Visitor's Signature
Seen
Seen
Seen
Seen

January 31, 2026

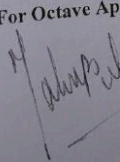

TO WHOM SO EVER IT MAY CONCERN

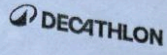
This is to certify that Ms. Manisha , D/O Shri Ashok Kumar, a student of Bachelor of Vocation (Retail Management) at Rajkiya Kanya Mahavidyalaya, Shimla, Himachal Pradesh, has successfully completed internship in Retail Management with our organization, Octave Apparels, from November 27, 2025, to January 27, 2026.

Throughout her internship, Ms. Manisha demonstrated strong dedication, professionalism, and a proactive attitude. She was punctual, motivated, and diligent in performing her tasks. Her ideas/insights and contributions were highly valued, and she exhibited a positive approach to every assignment.

We wish her the very best in all her future endeavors.

For Octave Apparels



Date: 06-01-2026

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Miss. RADHIKA . has successfully completed her internship at Decathlon Sports India Pvt Ltd, Punjab from 07-11-2025 to 06-01-2026. her internship focused on the subject of "Marketing and sales management" under the guidance of Mr./Ms. RIYA SAINI.

During the course of her internship, we found her to be punctual, hardworking, and inquisitive.

We appreciate her efforts and wish her all the very best in her future endeavours.

For Decathlon Sports India Pvt Ltd.

Singhpura Village, Hadbaer No. 10,
Punjab - 140 603.
CRM Number - 8558557225

Authorised Signatory

DECATHLON SPORTS INDIA PRIVATE LIMITED

Survey No 78/10, A2, Chikkajata Village Bellary Road, Bangalore - 562157

CIN: U72200KA2004FTC033658 Phone: +917676766989 Website: www.decathlon.in Email: india.corporate@decathlon.com

January 31, 2026

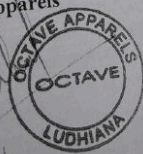
TO WHOM SO EVER IT MAY CONCERN

This is to certify that Ms. Bhawna , D/O Shri Mohan Lal, a student of Bachelor of Vocation (Retail Management) at Rajkiya Kanya Mahavidyalaya, Shimla, Himachal Pradesh, has successfully completed internship in Retail Management with our organization, Octave Apparels, from November 27, 2025, to January 27, 2026.

Throughout her internship, Ms. Bhawna demonstrated strong dedication, professionalism, and a proactive attitude. She was punctual, motivated, and diligent in performing her tasks. Her ideas/insights and contributions were highly valued, and she exhibited a positive approach to every assignment.

We wish her the very best in all her future endeavors.

For Octave Apparels



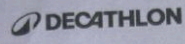
Supervisor's Signature
Sanyal

Sanyal

Sanyal

Sanyal

Sanyal



Date: 09-03-2026

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Miss. ANURADHA** . has successfully completed her internship at **Decathlon Sports India Pvt Ltd, Punjab** from 22-11-2025 to 21-01-2026. her internship focused on the subject of "**Retail Management**" under the guidance of **Mr./Ms. ARUN SINGH**.

During the course of her internship, we found her to be **punctual, hardworking, and inquisitive**.

We appreciate her efforts and wish her all the very best in her future endeavours.

For Decathlon Sports India Pvt Ltd

Authorised Signatory

Smart Shopping™

CERTIFICATE
OF INTERNSHIP AS
STORE MANAGER

THIS IS TO CERTIFY THAT

Ms. Sapna

This is praised for underwent 60 days of training with our brands of BESTSELLER Pvt. Ltd. at MBF Zirakpur as Store Manager from 1st December 2025 to 30th January 2026.

During the training she did stellar performance by putting their skills and learning into the work or task that is assigned by senior management. And she was learned various aspects of Retail store operations and was found very solemnly and diligent.

Best wishes and good luck for the future!

Vikram Singh
Authorized Signatory
Vikram Singh



Aniket
Manager-HR Operations
Aniket

Smart Shopping™

CERTIFICATE
OF INTERNSHIP AS
STORE MANAGER

THIS IS TO CERTIFY THAT

Ms. Palak

This is praised for underwent 60 days of training with our brands of BESTSELLER Pvt. Ltd. at MBF Zirakpur as Store Manager from 1st December 2025 to 30th January 2026.

During the training she did stellar performance by putting their skills and learning into the work or task that is assigned by senior management. And she was learned various aspects of Retail store operations and was found very solemnly and diligent.

Best wishes and good luck for the future!

Vikram Singh
Authorized Signatory
Vikram Singh



Aniket
Manager-HR Operations
Aniket

Whom so ever it may concern

This is to certify that Pranjal Malhotra underwent her training in retail and Departmental Management at our store from 1 Dec ' 2025 till 25th Jan ' 26 .

During this time, she showed intense interest in learning the retail sector as well was a very disciplined trainee.

Thanking you.

Regards,



Tomyka Traders,

94181-34251

Franchisee Killer Jeans,

54, The Mall Road,

Shimla .