

# IDRO – Research and Innovation Foundation

*Policy & Guidelines Handbook (2025 Edition)*

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## 1. Organization Mission

IDRO (Indian Defense & Robotics Organization) is a national-level, student-led initiative committed to building indigenous defense and robotics technologies. Our mission is to empower India's youth through innovation, collaboration, and research-driven development that contributes to Bharat's self-reliance.

***Note: As of now, IDRO operates as a non-registered, non-profit organization in its initial phase. All activities are voluntary and governed by internal policy. Legal formalization as a Section 8 company is planned.***

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## 2. Internship & Volunteer Policy

### 2.1 Eligibility

- Open to students (UG/PG/PhD), recent graduates, and early-career professionals.
- Passion for defense, robotics, AI/ML, embedded systems, drone technology, or related fields is expected.

### 2.2 Types of Engagement

- Technical Internships (Hardware, Software, AI, Embedded Systems)
- Non-Technical Internships (Content, Outreach, Marketing, Community Building)

### 2.3 Terms of Internship

- Duration: 1 to 6 months (extendable)
- Mode: Remote/Hybrid
- Work Commitment: 5–10 hours/week

### 2.4 Benefits

- Certificate of Internship
- Letter of Recommendation (based on performance)
- Project Credit & Portfolio Inclusion
- Access to IDRO's internal knowledge resources and network
- *No stipend is provided in the initial (non-funded) phase.*

### 2.5 Code of Conduct

- Timely contributions

- Respectful collaboration
  - Confidentiality of internal data/code
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### **3. Core Team Policy**

#### **3.1 Structure**

- Core Team: Functional heads (tech, outreach, operations, etc.)
- Project Teams: Formed for specific technical or research projects

#### **3.2 Responsibilities**

- Lead, mentor, and manage team activities
- Oversee project delivery and growth initiatives

#### **3.3 Terms & Duration**

- Renewable every 6 months based on active contribution

#### **3.4 Exit Policy**

- Voluntary resignation or inactivity >4 weeks (without prior notice)
  - Termination for misconduct, breach of code, or ethics violations
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### **4. Collaboration Policy**

#### **4.1 Collaboration Types**

- Academic Institutions
- Industry Startups/MSMEs
- NGOs & Government Bodies

#### **4.2 Engagement Process**

- Formal proposal and MoU with outlined deliverables, timeline, and IP considerations
- Collaboration announcements only after mutual consent

#### **4.3 Branding & Communication**

- Use of official IDRO branding must follow design and tone guidelines
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## **5. Investor & Funding Policy**

### **5.1 Structure**

As a Section 8 non-profit (under process), IDRO does not accept equity investments. Funding is accepted in the form of:

- Government/Private Grants
- Donations (Individuals or Institutions)
- Sponsorships (for events, programs, labs)
- Project-specific financial support

### **5.2 Transparency & Reporting**

- Public disclosure of funding in annual reports
- Donors and sponsors receive timely updates and project reports

### **5.3 Donor Rights**

- Suggest areas of support but cannot control operational or project decisions
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## **6. Intellectual Property (IP) Policy**

### **6.1 Ownership**

- All standard projects are open-source by default
- Special/funded projects may have controlled access as per MoU/IPR agreements

### **6.2 Attribution**

- All contributors will be acknowledged in public documents and releases

### **6.3 Licensing**

- Projects will be released under the MIT License or GPL License unless otherwise specified.
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## **7. Public Communication & Media Policy**

- Only authorized members may speak or post on behalf of IDRO
  - Public representation at events or media must be approved
  - Content must reflect IDRO's professionalism, values, and confidentiality
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## **8. Confidentiality and NDAs**

- All team members working on sensitive projects must sign NDAs
  - Any breach of confidentiality will lead to disciplinary and legal action
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## **9. Code of Ethics**

- Uphold integrity, inclusion, innovation, and accountability
  - No discrimination based on caste, gender, religion, or background
  - Commitment to the spirit of national service and youth-driven development
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## **10. Documentation & Records**

- Maintain organized repositories for all projects, codebases, and meeting notes
  - Transparent versioning and access protocols must be followed
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## **11. Grievance & Conflict Resolution**

- Any intern, volunteer, or partner can raise a grievance via official email or directly to the core team.
  - All grievances will be handled respectfully, confidentially, and resolved within 7–14 working days.
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## **12. Data Protection & Cybersecurity**

- IDRO follows basic data privacy and cybersecurity practices to protect internal communications, codebases, and member information.
  - All members must use secure platforms for file sharing and project collaboration.
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## **13. Recognition of Contributors**

- A dedicated Hall of Contributors/Alumni page will be maintained to honor individuals with significant contributions to IDRO's mission and growth.
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## 14. Legal & Sensitive Project Disclaimer

- All defense-related or surveillance projects conducted by IDRO are educational and research-based.
- Any deployment or real-world application must comply with Indian defense regulations and laws.

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