Set Hierarchy for competitive exam, further study, Passport, Foreign Visit NOC Process & EIS Process,

- 1. Click on Utilities
- 2. Manage Hierarchy

Type 3 or more characters Q	My Dashboard			
정 Dashboard > 실 Inbox > 실 Outbox > 때 Employee Comer				
Application Corner Application Corner	🗳 My Worklist			
Manage DSC Tokens Manage Hierarchy File Manager Report	nag <mark>. Hi</mark> erarchy			
Awaited/Parked(E-File)	My Leave Requests	围 My NOC Requests	My Store Requests	
Disposed(E-File) Initiate Dak Outward Inward	Disposed(E-File) Initiate Dak Outward Inward	Í	Ø	
Management Info. System	My Accomodation Reque	sts	My IPR	
	Ø		Actie Windows Go to PC settings to activate Windows.	

- 3. Click on ADD Button
- 4. Select Process As given in attached table

nore	nore characters Q Manage Hierarchy - Seff				
hbo	Process Wise Hierarchy	Process	×	□×	
)X	Employee Name *	☑ Select All	Search : comp		
box ploye	Process *	Select and press Enter or click OK			
licati	Is Verifier and Approver same?	☑ NOC Competitve Exam(Job) - Super Speciality			
ties		VOC Competitve Exams(Higher Studies) - Super	Speciality		A
nage	age Verifier *	VOC Competitve Exams-Assistant Professor			G
Mar	Approver *	VOC Competitve Exams-Associate Professor			1
ate f		VOC Competitve Exams-Post Graduation			
ited	Send Intimation To	VNC Competitve Exams-Senior Demonstrator			
oose ate [Intimation Type				
ward		VOC Competitve Higher Studies-Other			
ard	Mark Io				
aume		OkCI	ose		
age					

5. Select 1. Verifier Your OIC/Forwarded Authority

Process *	NOC Competitve Exam(Job) Q C	
Is Verifier and Approver same?		
Verifier *	Type 4 or more characters Q	
	Map Group	
Approver *	Type 4 or more characters	
Send Intimation To	Type 4 or more characters	
Intimation Type	Email SMS Intimation	
Mark To *	Q 4	
	Save Close	Activate Windows

6. Select 2. Verifier with + button and Click given icon Map group

- 7. Select Verifier and Approver group as per attached table for concerning process.
- 8. In Mark to select Your Concerning Dealing person as per given list.

Groups	Mark to Person	
NG(Ministrial, AP, IA)	Mr. PREM SHANKAR AUDICHYA	
Technical Group 1	Mr. DINESH KUMAR TAILOR	
Technical Group 2	Mr. DINESH VASHISTHA	
GO Mines, Accounts & Tax	Mr. DEVENDRA SINGH RAJPUT	
GO Geology & other cadre	Mr. RIYAZ MOHAMMAD	
Work charge	Mr. LALIT KUMAR	

KINDLY CONSULT FOR ANY QUERRY

https://rajkaj.rajasthan.gov.in/knowledge-bank.php

10. For Doit&C employees Various NOC groups will update soon.