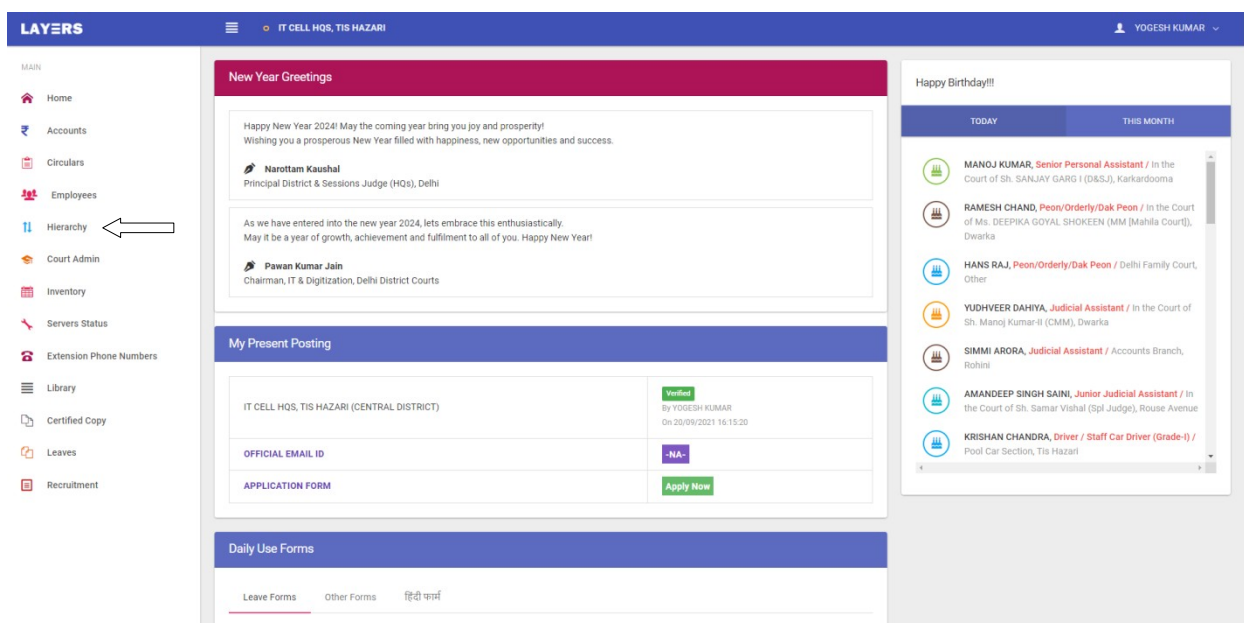
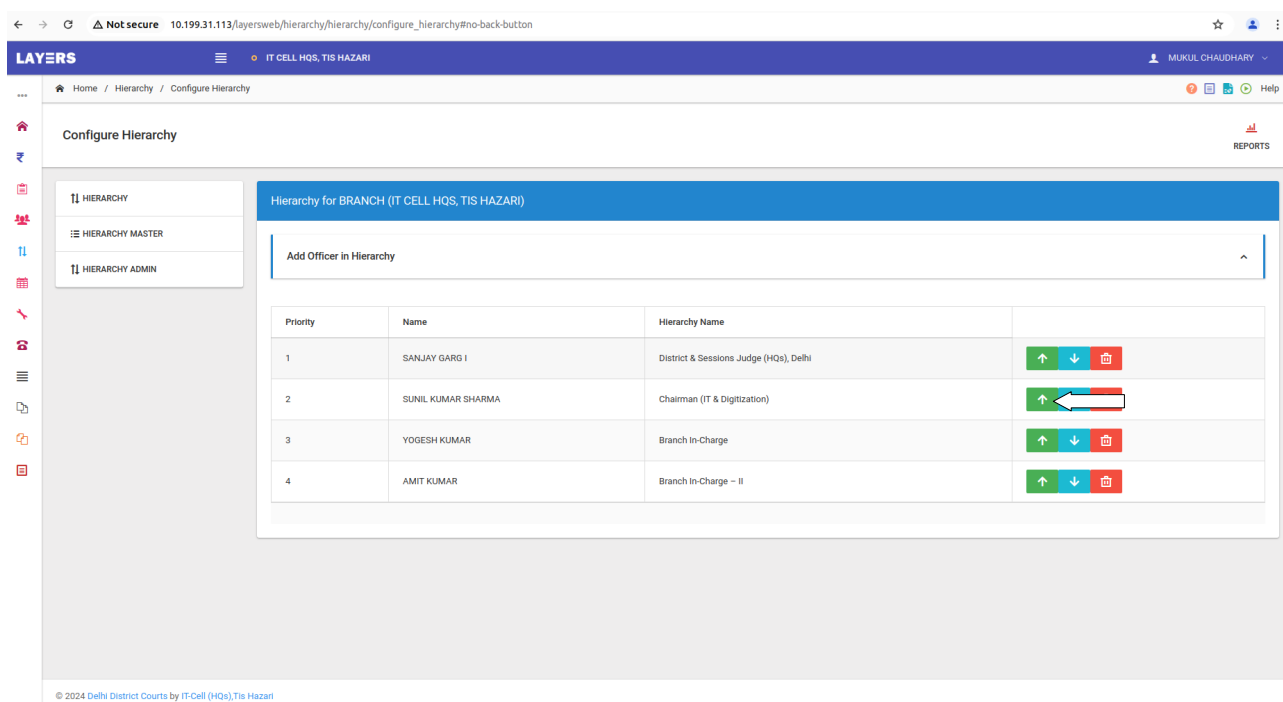


How to Configure Hierarchy

Step 01: Click on “Hierarchy” button available on Left Menu Bar.















Step 02: Click on “Up Arrow” button to move the name of the officer upward in the hierarchy list.



Step 03: Click on “Down Arrow” button to move the name of the officer downward in the hierarchy list.

The screenshot shows the 'Configure Hierarchy' interface. On the left is a sidebar with a menu containing 'HIERARCHY', 'HIERARCHY MASTER', and 'HIERARCHY ADMIN'. The main area is titled 'Hierarchy for BRANCH (IT CELL HQS, TIS HAZARI)' and contains a table with the following data:













Priority	Name	Hierarchy Name	
1	SANJAY GARG I	District & Sessions Judge (HQs), Delhi	  
2	SUNIL KUMAR SHARMA	Chairman (IT & Digitization)	  
3	YOGESH KUMAR	Branch In-Charge	  
4	AMIT KUMAR	Branch In-Charge - II	  

A white arrow points to the 'Down Arrow' button for YOGESH KUMAR.

© 2024 Delhi District Courts by IT-Cell (HQs), Tis Hazari

Step 04: Click on “Delete” button to delete the name of the officer from the hierarchy list.

The screenshot shows the 'Configure Hierarchy' interface. On the left is a sidebar with a menu containing 'HIERARCHY', 'HIERARCHY MASTER', and 'HIERARCHY ADMIN'. The main area is titled 'Hierarchy for BRANCH (IT CELL HQS, TIS HAZARI)' and contains a table with the following data:

Priority	Name	Hierarchy Name	
1	SANJAY GARG I	District & Sessions Judge (HQs), Delhi	  
2	SUNIL KUMAR SHARMA	Chairman (IT & Digitization)	  
3	YOGESH KUMAR	Branch In-Charge	  
4	AMIT KUMAR	Branch In-Charge - II	  

A white arrow points to the 'Delete' button for AMIT KUMAR.

© 2024 Delhi District Courts by IT-Cell (HQs), Tis Hazari