



# HOME DEPARTMENT eSERVICES

## PERMISSION FOR PUBLIC EVENTS/ PROCESSIONS/ SHOWS/ RALLY

### Application for Permission for Public Events/ Processions/ Shows/ Rally

1. APPLICANT sign-in (login) to RajSSO (<https://sso.rajasthan.gov.in>) portal using his/ her SSOID as shown in figure below.

**Rajasthan Single Sign On v 9.6**  
One Digital Identity for all Applications

English | हिन्दी

**Login** | Registration

Digital Identity (SSOID/ Username)

Password

3 5 9 5 6 5 Enter Captcha

Login

🔗 I Forgot my Digital Identity (SSOID). Click Here

🔗 I Forgot my Password. Click Here

Application for 'ANUPRATI SCHEME' of MINORITY Department can now be submitted online and at EMITRA KIOSKS

Application for 'WIDOW/ DIVORCEE (B)

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Helpdesk Details | Website Policies | Password Policy | FAQ | Sitemap

28.105.341

2. After successful sign-in (login), APPLICANT clicks on “HOME DEPT. SERVICES” app under G2C section as shown in figure below.

**RAJASTHAN SINGLE SIGN ON v17.9**  
GOVERNMENT OF RAJASTHAN

Recent Apps | Applications | Bill Payments | Development

Quick Search | SORT BY | SIMPLE VIEW

METROLOGY | TOURISM DEPT. SERVICES | HOME DEPT. SERVICES | ELECTRICAL INSPECTORATE | SINGLE WINDOW CLEARANCE SYSTEM | BUILDING PLAN APPROVAL (UDR)

CCS | INDIRA RASOI | CHANAKYA | CO-OPERATIVE DEPARTMENT | FAIR & EXHIBITION | PARTNERSHIP FIRM REG.

SJE MIS | WEAVER REG. | CLEAR RECENT APPS | OTHER APPS

HELPDESK

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## HOME DEPARTMENT eSERVICES

3. APPLICANT is presented with the following interface i.e., APPLICANT DASHBOARD where all the applications submitted by him/ her would be listed along with their present status.
4. APPLICANT clicks on “SERVICES” on the left side on the menu-bar and then selects the appropriate service for which application is to be submitted by him/ her as shown in figure below. For this user manual, APPLICANT will select “PERMISSION FOR PUBLIC EVENTS...” as shown in figure below.

HOME DEPARTMENT  
Government of Rajasthan

CITIZEN DASHBOARD

Show Rows 10

NAME	APPLICATION ID	DATE/ TIME	NAME	MOBILE NO.	STATUS	STATUS DATE/ TIME	View
! There are no items that can be shown in this section.							

Services

- AE-5 (Licence for Explosive)
- AE-12 (NOC for Explosive)
- Form-A (Performance/ Entertainment)
- Form-A (Cinematography)
- Form A-8 (Arms and Ammunition Dealers)
- Permission for Public Events/ Processions/ Shows/ Rally**

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5. APPLICANT is presented with a self-explanatory and user-friendly APPLICATION FORM as shown in the figure below wherein all the mandatory input fields are marked with \*.

HOME DEPARTMENT  
Government of Rajasthan

प्रस्तावित सार्वजनिक कार्यक्रम/ शोभायात्रा/ प्रदर्शन के सम्बन्ध में आयोजक द्वारा आज्ञा प्राप्त करने हेतु प्रार्थना-पत्र

\* अनिवार्य इनपुट

मुख्य आयोजक का विवरण (आवेदनकर्ता)

आयोजक की श्रेणी\*  
 व्यक्तिगत  संस्था

मुख्य आयोजक का नाम\*  पिता/ माता का नाम\*

मोबाइल नंबर\*  ई-मेल\*

मुख्य आयोजक का वर्तमान पता

राज्य\* RAJASTHAN  जिला\* --Select--

क्षेत्र\*  शहरी  ग्रामीण  नगर\* --Select--

वार्ड  --Select--

मकान संख्या/ गली/ इलाका\*  पिन कोड\*

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A- A A+ ASHISH PAN...

प्रस्तावित सार्वजनिक कार्यक्रम/ शोभायात्रा/ प्रदर्शन के सम्बन्ध में आयोजक द्वारा आज्ञा प्राप्त करने हेतु प्रार्थना-पत्र

मकान संख्या/ गली/ इलाका\* पिन कोड\*

स्थायी पता वर्तमान पता के समान है?

**अन्य आयोजकों का विवरण**

क्रमांक	आयोजक का नाम	पिता/ माता का नाम	मोबाइल नंबर	ई-मेल
1.				
2.				
3.				
4.				

**प्रस्तावित आयोजन का विवरण**

आयोजन का नाम\*

आयोजन का प्रकार\*  
--चयन करें--

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A- A A+ ASHISH PAN...

प्रस्तावित सार्वजनिक कार्यक्रम/ शोभायात्रा/ प्रदर्शन के सम्बन्ध में आयोजक द्वारा आज्ञा प्राप्त करने हेतु प्रार्थना-पत्र

प्रारंभ होने की दिनांक व समय\*

सम्मोहित होने वाले व्यक्तियों की संख्या\*

विशिष्ट/ अति विशिष्ट व्यक्तियों की संख्या\*

राज्य\*  
RAJASTHAN

आयोजन का क्षेत्र\*  
 साहरी  ग्रामीण

नगर\*  
--Select--

गुजरने वाले मार्ग का विवरण\*  
Max. 1000 Character

क्या परम्परागत मार्ग में इस वर्ष कोई बदलाव है?\*

हाँ  नहीं

समाप्त होने की दिनांक व समय\*

स्वयं सेवकों/ कार्पकतों की संख्या\*

विशिष्ट/ अति विशिष्ट व्यक्तियों का नाम व पद  
Max. 1000 Character

जिला\*  
--Select--

तहसील\*  
--Select--

वार्ड\*  
--Select--

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# HOME DEPARTMENT eSERVICES

6. After filling all the mandatory inputs, uploading the required supporting documents (attachments) as shown in figure above/ below, APPLICANT clicks the "SAVE" button to submit the application.

**HOME DEPARTMENT**  
Government of Rajasthan

प्रस्तावित सार्वजनिक कार्यक्रम/ शोभायात्रा/ प्रदर्शन के सम्बन्ध में आयोजक द्वारा आज्ञा प्राप्त करने हेतु प्रार्थना-पत्र

गुजरने वाले मार्ग का विवरण\*

Max. 1000 Character

क्या परम्परागत मार्ग में इस वर्ष कोई बदलाव है?\*

हाँ  नहीं

क्या चिन्हों/ प्रतीकों/ झंडे/ नारे आदि का प्रयोग किया जायेगा?\*

हाँ  नहीं

क्या आयोजन में डीजे/ साउंड सिस्टम का प्रयोग किया जायेगा?\*

हाँ  नहीं

**संलग्नक**

Note: Valid File Types: PDF,JPG,JPEG, Max. File Size: 2 MB per attachment

1	आयोजन में सम्मिलित होने वाले स्वयं सेवकों/ कार्यकर्ताओं का विवरण (नाम और मोबाइल)*	संलग्नक चुनें
2	गुजरने वाले मार्ग का नक्शा *	संलग्नक चुनें
3	शापथ-पत्र *	संलग्नक चुनें (फॉर्मेट डाउनलोड करें)
4	अन्य संलग्नक	संलग्नक चुनें

**अवेदन जमा करे** **बंद करे**

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TEST MARG

Remaining 991 Characters

क्या परम्परागत मार्ग में इस वर्ष कोई बदलाव है?\*

हाँ  नहीं

क्या चिन्हों/ प्रतीकों/ झंडे/ नारे आदि का प्रयोग किया जायेगा?\*

हाँ  नहीं

क्या आयोजन में डीजे/ साउंड सिस्टम का प्रयोग किया जायेगा?\*

हाँ  नहीं

**संलग्नक**

Note: Valid File Types: PDF,JPG,JPEG, Max. File Size: 2 MB per attachment

1	आयोजन में सम्मिलित होने वाले स्वयं सेवकों/ कार्यकर्ताओं का विवरण (नाम और मोबाइल)*	sample.pdf
2	गुजरने वाले मार्ग का नक्शा *	sample.pdf
3	शापथ-पत्र *	sample.pdf (फॉर्मेट डाउनलोड करें)
4	अन्य संलग्नक	संलग्नक चुनें

**सुनिश्चित करे**

क्या आप अवेदन जमा करना सुनिश्चित कर रहे हैं?

**हाँ** **नहीं**

**अवेदन जमा करे** **बंद करे**

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## HOME DEPARTMENT eSERVICES

7. APPLICANT is re-directed to AADHAAR VERIFICATION window as shown in figure below wherein Applicant clicks on the first checkbox to give his/ her consent and then clicks on the “SEND OTP” button as shown in figure below.

HOME DEPARTMENT  
Government of Rajasthan

प्रस्तावित सार्वजनिक कार्यक्रम/ शोभायात्रा/ प्रदर्शन के सम्बन्ध में आयोजक द्वारा आज्ञा प्राप्त करने हेतु प्रार्थना-पत्र

TEST MARG

Max. 1000 Character

क्या परम्परागत मार्ग में इस वर्ष कोई बदलाव है? \*  
 हाँ  नहीं

क्या चिन्हों/ प्रतीकों/ दृष्टे/ नारे आदि का प्रयोग किया जायेगा \*  
 हाँ  नहीं

क्या आयोजन में डीजे/ सार्वजनिक सिस्टम का प्रयोग किया जायेगा \*  
 हाँ  नहीं

संलग्नक

Note: Valid File Types: PDF,JPG,JPEG. Max. File Size: 10 MB

1. आयोजन में सम्मिलित होने वाले स्वयं सेवकों/ कर्मियों की सूची

2. गुजरने वाले मार्ग का नक्शा \*

3. शोभा-पत्र \*

4. अन्य संलग्नक

आधार सत्यापित करें

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8. APPLICANT enters the OTP received on his/ her mobile registered with AADHAAR and then clicks on the “VERIFY OTP” button as shown in figure below.

HOME DEPARTMENT  
Government of Rajasthan

प्रस्तावित सार्वजनिक कार्यक्रम/ शोभायात्रा/ प्रदर्शन के सम्बन्ध में आयोजक द्वारा आज्ञा प्राप्त करने हेतु प्रार्थना-पत्र

TEST MARG

Max. 1000 Character

क्या परम्परागत मार्ग में इस वर्ष कोई बदलाव है? \*  
 हाँ  नहीं

क्या चिन्हों/ प्रतीकों/ दृष्टे/ नारे आदि का प्रयोग किया जायेगा \*  
 हाँ  नहीं

क्या आयोजन में डीजे/ सार्वजनिक सिस्टम का प्रयोग किया जायेगा \*  
 हाँ  नहीं

संलग्नक

Note: Valid File Types: PDF,JPG,JPEG. Max. File Size: 10 MB

1. आयोजन में सम्मिलित होने वाले स्वयं सेवकों/ कर्मियों की सूची

2. गुजरने वाले मार्ग का नक्शा \*

3. शोभा-पत्र \*

4. अन्य संलग्नक

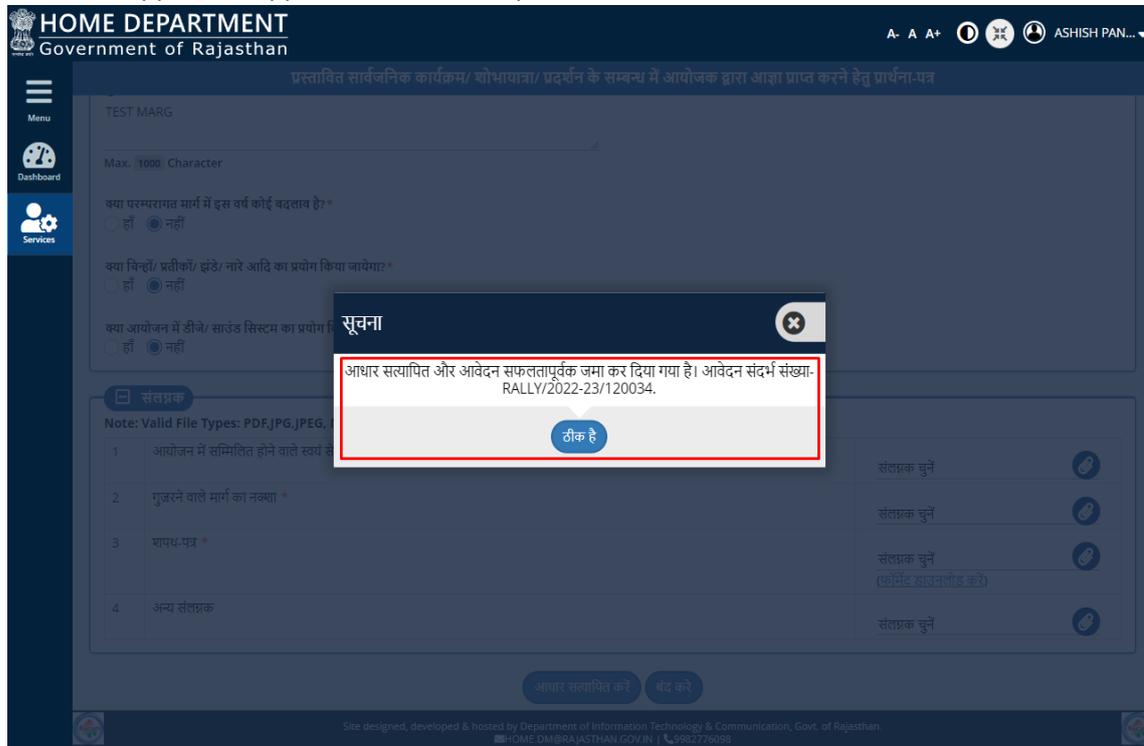
आधार सत्यापित करें

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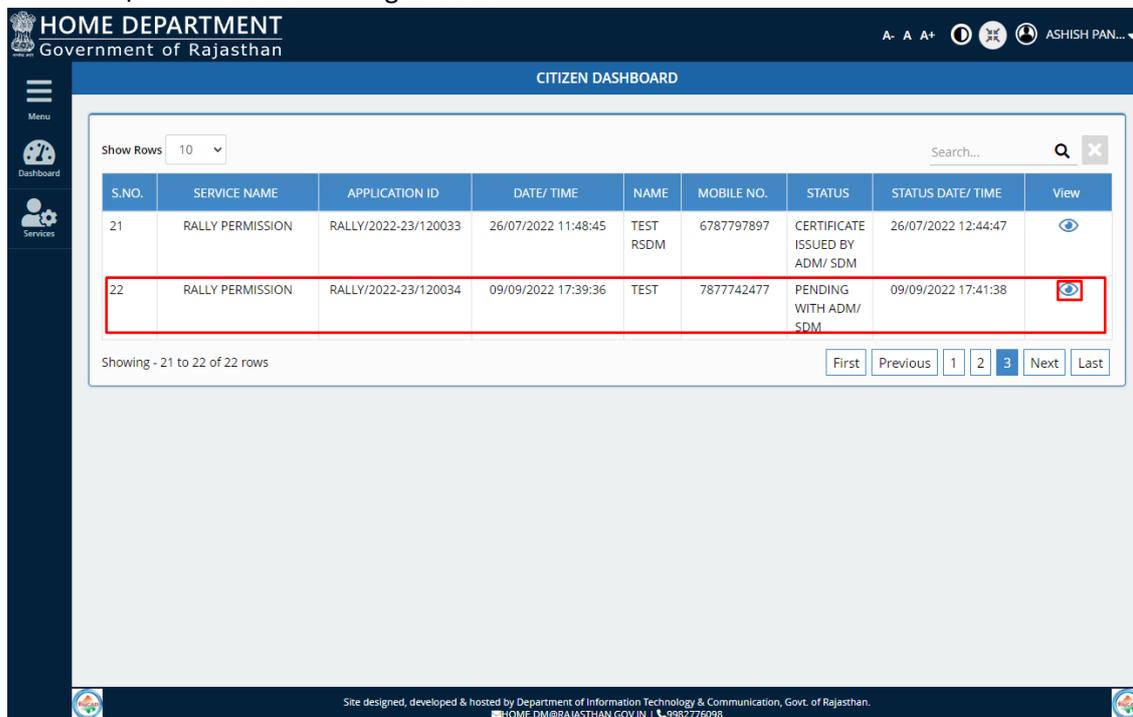


# HOME DEPARTMENT eSERVICES

- After successful AADHAAR VERIFICATION, application is submitted to respective authority (ADM for Urban Area and SDM for Rural Area) and a confirmation message is presented to the APPLICANT as shown in figure below. SMS/ Email confirmation with unique ApplicationID is also sent to the applicant. Application Status is updated as “PENDING WITH ADM/ SDM”.



- System redirects the APPLICANT back to “CITIZEN DASHBOARD” wherein he/ she can now see the brief summary of the application submitted by him/ her along with its current status as “PENDING WITH ADM/ SDM” as shown in figure below.

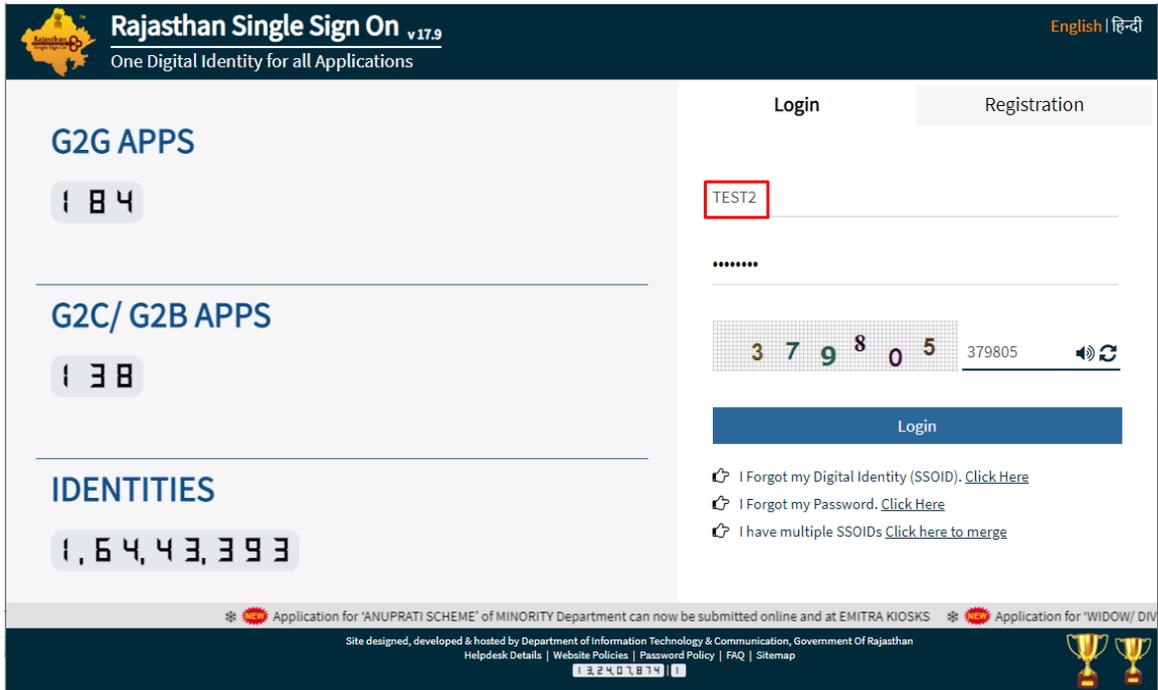


**Note:** - Applicant can click on the VIEW button (eye symbol on the right side) to see the application. The system also notifies the applicant in real-time using SMS and EMAIL about every action performed by any government officer on his/ her application.

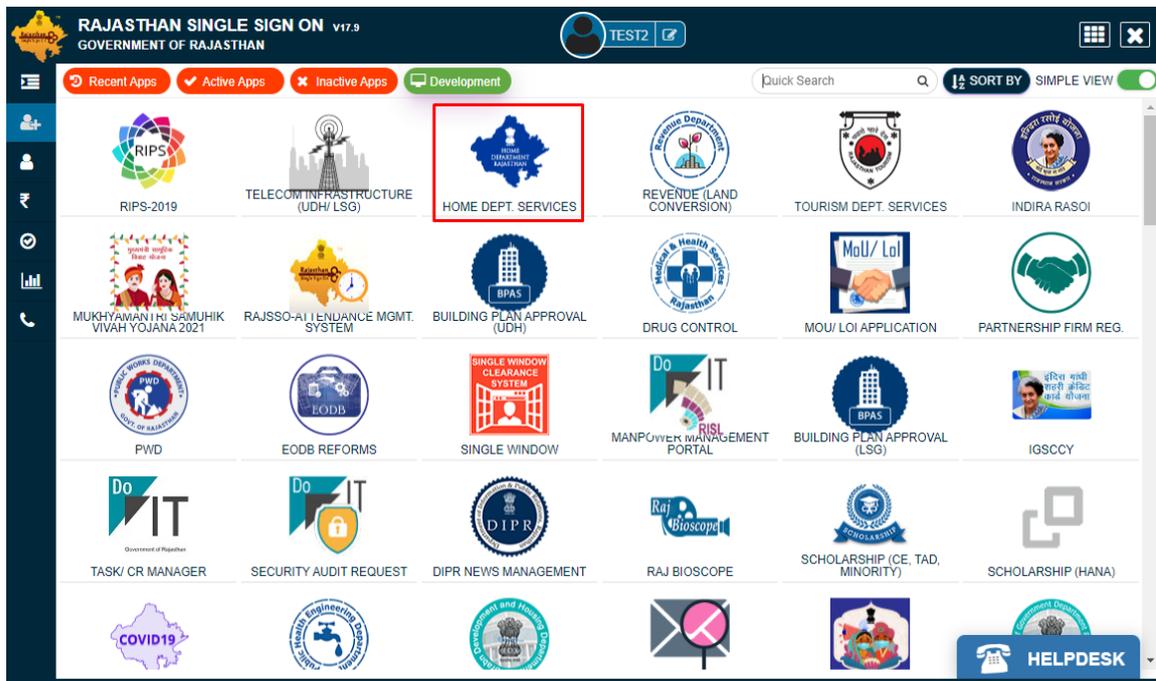


# HOME DEPARTMENT eSERVICES

1. ADM/ SDM sign-in (login) to RajSSO (<https://sso.rajasthan.gov.in>) portal using his/ her SSOID as shown in figure below.



2. After successful sign-in (login), ADM/SDM clicks on “HOME DEPT. SERVICES” app under G2G section to access the submitted applications as shown in figure below. Note: - If ADM/ SDM is unable to access the app (INACTIVE) then he/ she may get his/ her SSOID mapped with the system from DM of respective district. By default, DM’s are mapped by HOME department and DM’s further map the district-level officers.





# HOME DEPARTMENT eSERVICES

3. ADM/ SDM clicks on the “VIEW” button (eye symbol) to review the submitted application(s) as shown in the figure below.

The screenshot shows the 'DASHBOARD (SDM - JAIPUR RURAL)' interface. It includes search filters for Status (PENDING WITH ADM/ SDM), District (JAIPUR RURAL), Tehsil (JAIPUR), and Search By (--Select--). A table displays one application with the following details:

S.NO.	SERVICE NAME	APPLICATION ID	DATE/ TIME	NAME	MOBILE NO.	STATUS	STATUS DATE/ TIME	View
1	RALLY PERMISSION	RALLY/2022-23/120034	09/09/2022 17:39:36	TEST	7877742477	PENDING WITH ADM/ SDM	09/09/2022 17:41:38	

Showing - 1 to 1 of 1 rows

4. ADM/ SDM thoroughly review the application details + supporting documents uploaded by the Applicant as shown in figures below.

The screenshot shows the application details for 'प्रस्तावित सार्वजनिक कार्यक्रम/ शोभायात्रा/ प्रदर्शन के सम्बन्ध में आयोजक द्वारा आज्ञा प्राप्त करने हेतु प्रार्थना-पत्र (RALLY/2022-23/120034)'. It includes sections for 'आवेदन विवरण' (Application Details) and 'मुख्य आयोजक का विवरण (आवेदनकर्ता)' (Applicant Details).

**आवेदन विवरण**

आवेदन संख्या	RALLY/2022-23/120034	आवेदन तिथि / समय	09/09/2022 05:39 PM
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**मुख्य आयोजक का विवरण (आवेदनकर्ता)**

आयोजक की श्रेणी	INDIVIDUAL		
मुख्य आयोजक का नाम	TEST	पिता/ माता का नाम	TEST
मोबाइल नंबर	7877742477	ई-मेल	ASHISHPANCHOLI14@GMAIL.COM

**मुख्य आयोजक का वर्तमान पता**

राज्य	RAJASTHAN	जिला	JAIPUR RURAL
क्षेत्र	RURAL	ब्लॉक	ANDHI
ग्राम पंचायत	MATHASOOLA	गांव	
मकान संख्या/ गली/ इलाका	MAHAVEER NAGAR	पिन कोड	302018

स्थायी पता वर्तमान पता के समान है ?



# HOME DEPARTMENT eSERVICES

**HOME DEPARTMENT**  
Government of Rajasthan

ASHISH PAN...

प्रस्तावित सार्वजनिक कार्यक्रम/ शोभायात्रा/ प्रदर्शन के सम्बन्ध में आयोजक द्वारा आज्ञा प्राप्त करने हेतु प्रार्थना-पत्र (RALLY/2022-23/120034)

**प्रस्तावित आयोजन का विवरण**

आयोजन का नाम	KATHA VACHAN		
आयोजन का प्रकार	RELIGIOUS FESTIVAL		
प्रारंभ होने की दिनांक व समय	16/09/2022 05:33 PM	समाप्त होने की दिनांक व समय	16/09/2022 08:00 PM
सम्मिलित होने वाले व्यक्तियों की संख्या	200	स्वयं सेवकों/ कार्यकर्ताओं की संख्या	10
विशिष्ट/ अति विशिष्ट व्यक्तियों की संख्या	2	विशिष्ट/ अति विशिष्ट व्यक्तियों का नाम व पद	
राज्य	RAJASTHAN	जिला	JAIPUR RURAL
आयोजन का क्षेत्र	RURAL	तहसील	JAIPUR
ब्लॉक	PAOTA	ग्राम पंचायत	MANDHA
गांव			
गुजरने वाले मार्ग का विवरण	TEST MARG		
क्या परम्परागत मार्ग में इस वर्ष कोई बदलाव है?	NO		
क्या चिन्हों/ प्रतीकों/ झंडे/ नारे आदि का प्रयोग किया जायेगा?	NO		

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5. After thoroughly reviewing the application details + supporting documents, ADM/ SDM can either directly FORWARD the application to respective POLICE STATION + TEHSILDAR for their report/ comments OR OBJECT the application if there is any discrepancy in the application OR REJECT the application as the case may be and as applicable as shown in figure below.

**HOME DEPARTMENT**  
Government of Rajasthan

ASHISH PAN...

प्रस्तावित सार्वजनिक कार्यक्रम/ शोभायात्रा/ प्रदर्शन के सम्बन्ध में आयोजक द्वारा आज्ञा प्राप्त करने हेतु प्रार्थना-पत्र (RALLY/2022-23/120034)

क्या आयोजन में डीजे/ साउंड सिस्टम का प्रयोग किया जायेगा? NO

**संलग्नक**

1	आयोजन में सम्मिलित होने वाले स्वयं सेवकों/ कार्यकर्ताओं का विवरण (नाम और मोबाइल)	Download
2	गुजरने वाले मार्ग का नक्शा	Download
3	शपथ-पत्र	Download
4	अन्य संलग्नक	

**टिप्पणियाँ/ एनओसी**

दस्तावेज़ संलग्न करने

टिप्पणियाँ\* Max. 300 Characters

**ऑडिट ट्रेल**

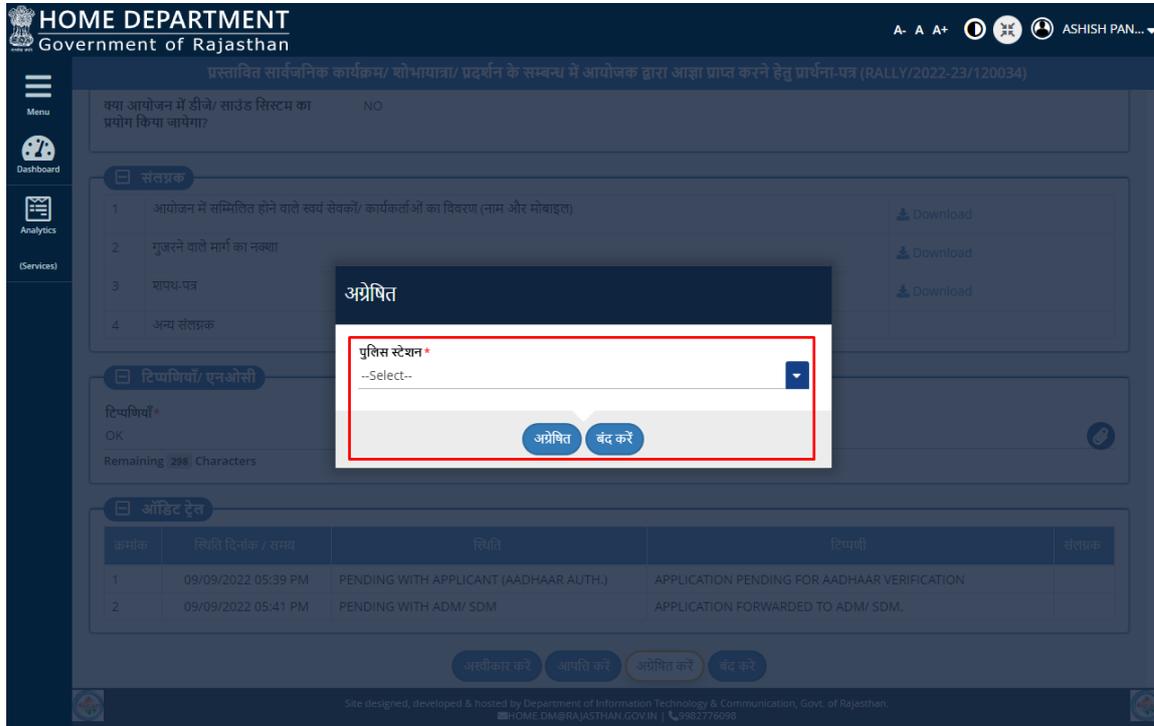
क्रमंक	स्थिति दिनांक / समय	स्थिति	टिप्पणी	संलग्नक
1	09/09/2022 05:39 PM	PENDING WITH APPLICANT (AADHAAR AUTH.)	APPLICATION PENDING FOR AADHAAR VERIFICATION	
2	09/09/2022 05:41 PM	PENDING WITH ADM/ SDM	APPLICATION FORWARDED TO ADM/ SDM.	

अस्वीकार करें आपत्ति करें अग्रपिठित करें बंद करें

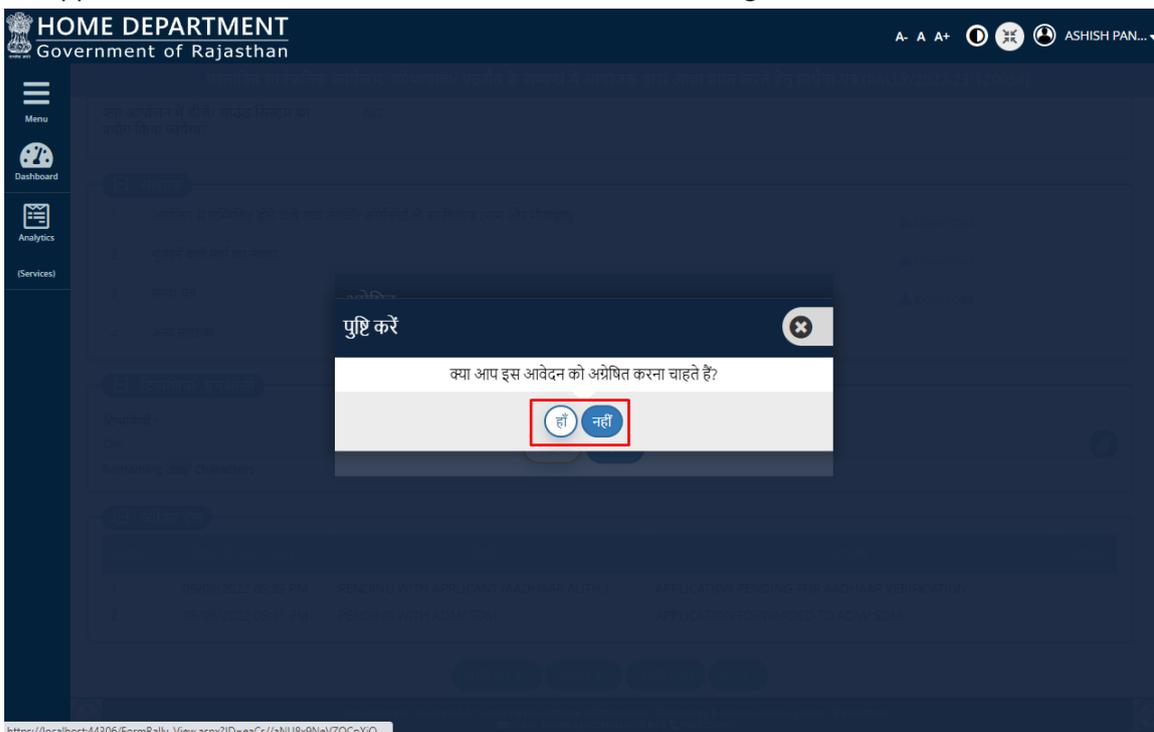
Site designed, developed & hosted by Department of Information Technology & Communication, Govt. of Rajasthan.  
HOME.DM@RAJASTHAN.GOV.IN | 9982776098



- Assuming application is complete, ADM/SDM clicks on the “FORWARD” button and system presents a window for selection of respective POLICE STATION for obtaining the field report/ comments as shown in figure below. In addition to this, application is also forwarded to respective TEHSILDAR for obtaining his/ her report/ comments.



- After selecting the respective POLICE STATION, ADM/SDM clicks on the “FORWARD” button as shown in figure above and system prompts ADM/SDM to confirm the action i.e., for forwarding the application to POLICE STATION + TEHSILDAR as shown in figure below.





# HOME DEPARTMENT eSERVICES

- After confirming the FORWARD action, ADM/SDM is presented with a confirmation message that application is successfully forwarded to respective POLICE STATION + TEHSILDAR and application status is updated as "PENDING WITH FIELD OFFICERS". Applicant is also notified of this event through SMS/ Email so that he/ she is also updated with current status of his/ her application.

The screenshot shows the HOME DEPARTMENT eSERVICES portal. A confirmation message is displayed in a red-bordered box, stating: "आवेदन संख्या: RALLY/2022-23/120034 को तहसीलदार और पुलिस स्टेशन को सफलतापूर्वक अग्रपिष्ट किया गया है।" (Application number: RALLY/2022-23/120034 has been successfully forwarded to the Tehsil Dar and Police Station). The message includes a "ठीक है" (OK) button. The background shows the application details for RALLY/2022-23/120034, including the applicant's name (INDIVIDUAL), address (MAHAVEER NAGAR, MATHASOOLA, JAIPUR RURAL), and contact information.

- Respective POLICESTATION + TEHSILDAR login to the system in the same manner as others to view the application forwarded by ADM/ SDM to them and reviews it thoroughly. Later, they prepare their report/ comments and upload it back to the online system as shown in the figure below.

The screenshot shows the HOME DEPARTMENT eSERVICES portal with the report upload and tracking interface. The "संलग्नक" (Attachments) section lists four items: "आयोजन में सम्मिलित होने वाले स्वयं सेवकों/ कार्यकर्ताओं का विवरण (नाम और मोबाइल)", "गुजरने वाले मार्ग का नक्शा", "शापथ-पत्र", and "अन्य संलग्नक". The "टिप्पणियाँ/ धनऔसी" (Comments/Remarks) section has a text input field with a "दस्तावेज़" (Document) icon and a "संलग्नक चुनें" (Select Attachment) button. The "ऑडिट ट्रेल" (Audit Trail) section shows a table with the following data:

क्रमांक	स्थिति दिनांक / समय	स्थिति	टिप्पणी	संलग्नक
1	09/09/2022 05:39 PM	PENDING WITH APPLICANT (AADHAAR AUTH.)	APPLICATION PENDING FOR AADHAAR VERIFICATION	
2	09/09/2022 05:41 PM	PENDING WITH ADM/ SDM	APPLICATION FORWARDED TO ADM/ SDM.	
3	09/09/2022 06:15 PM	PENDING WITH FIELD OFFICERS	FORWARDED TO : TEHSILDAR/ POLICE STATION. REMARKS : OK	

At the bottom, there are buttons for "रिपोर्ट जमा" (Submit Report) and "बंद करे" (Close).



## HOME DEPARTMENT eSERVICES

10. Once the FIELD REPORT is received online from both officers i.e., POLICE STATION + TEHSILDAR, ADM/ SDM reviews the application again along with both the FIELD REPORTs and then disposes the application. Assuming, all OK, ADM/ SDM clicks on the “ISSUE PERMISSION LETTER” button as shown in figure below to issue digitally signed permission letter.

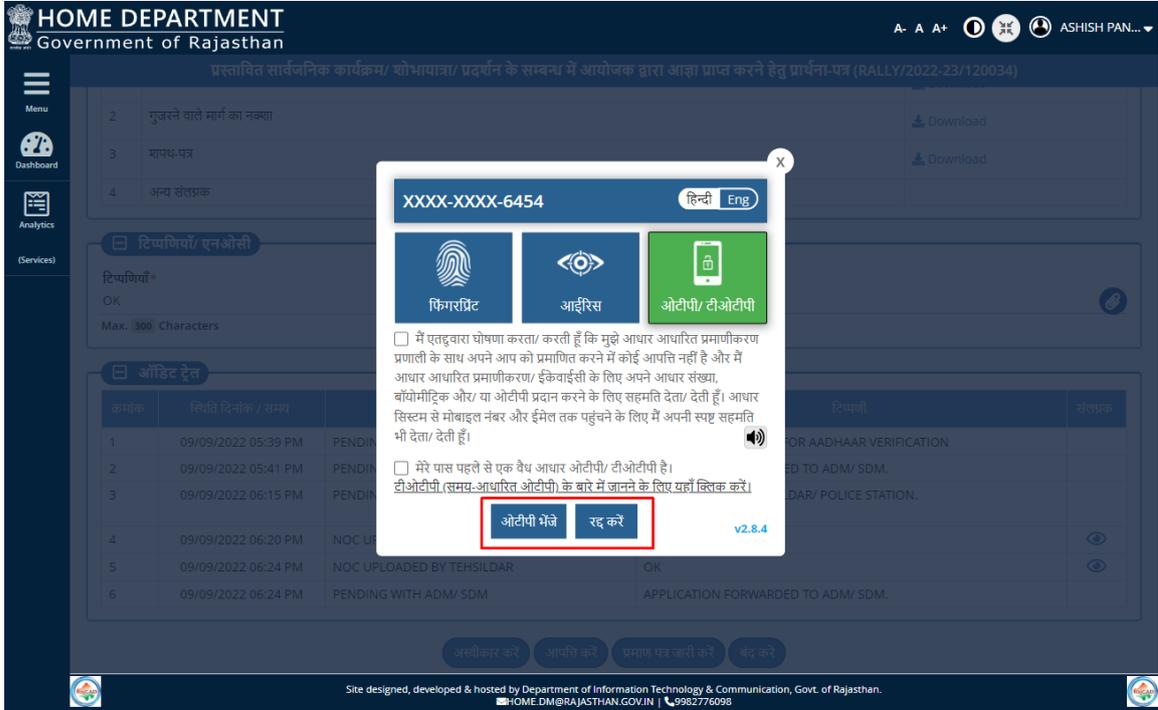
The screenshot shows the HOME DEPARTMENT eSERVICES interface. The header includes the logo and the text "HOME DEPARTMENT Government of Rajasthan". The user's name "ASHISH PAN..." is visible in the top right corner. The main content area displays a list of applications with columns for "क्रमांक", "स्थिति दिनांक / समय", "स्थिति", "टिप्पणी", and "संलग्नक". The application status is "PENDING WITH ADM/ SDM". Below the list, there are four buttons: "अस्वीकार करें", "आपति करें", "प्रमाण पत्र जारी करें", and "बंद करें". The "प्रमाण पत्र जारी करें" button is highlighted with a red box.

11. After clicking the “ISSUE PERMISSION LETTER” button, system confirms the action from ADM/ SDM as shown in figure below.

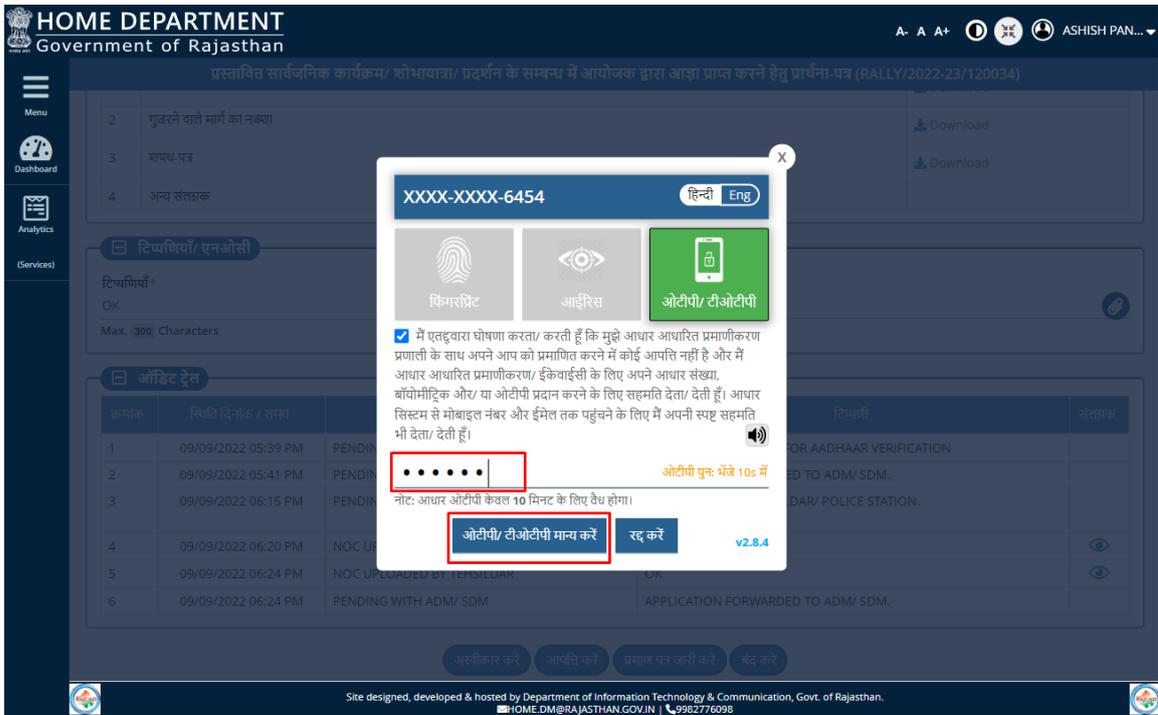
The screenshot shows the HOME DEPARTMENT eSERVICES interface with a confirmation dialog box. The dialog box has the title "पुष्टि करें" and the text "क्या आप इस आवेदन को स्वीकार करना चाहते हैं?". Below the text are two buttons: "हाँ" and "नहीं". The "हाँ" button is highlighted with a red box. The background interface is dimmed, showing the same application list and buttons as in the previous screenshot.



12. After clicking the “YES” button in the confirmation window as shown above, system re-directs the ADM/ SDM to AADHAAR VERIFICATION window as shown in the figure below. Hence, it is important the ADM/ SDM have their current mobile number updated in AADHAAR failing which digitally signed permission letter can't be issued. ADM/ SDM clicks on the first checkbox to grant required consent and then on the “SEND OTP” button as shown in figure below.



13. ADM/ SDM enters the received OTP and then clicks on “VERIFY OTP” button as shown in figure below.





## HOME DEPARTMENT eSERVICES

14. After successful AADHAAR VERIFICATION, digitally signed permission letter is issued by the system and a confirmation message is presented by the system as shown in figure below. SMS/ Email notification is also sent to the applicant.

The screenshot shows the HOME DEPARTMENT eSERVICES portal. A modal window titled "सूचना" (Notification) is displayed, containing the message: "आवेदन संख्या: RALLY/2022-23/120034 सफलतापूर्वक स्वीकृत किया गया है।" (Application number: RALLY/2022-23/120034 has been successfully approved.) Below the message is a "ठीक है" (OK) button. The background shows the application details for RALLY/2022-23/120034, including the applicant's name (TEST), address (JAIPUR RURAL), and other details.

15. ADM/ SDM/ Applicant/ Other stakeholders can open the application to download/ view the digitally signed permission letter as shown in figure below.

The screenshot shows the HOME DEPARTMENT eSERVICES portal. A modal window titled "आवेदन विवरण" (Application Details) is displayed, containing the application number (RALLY/2022-23/120034) and the date/time (09/09/2022 05:39 PM). Below the application number is a "प्रमाण पत्र" (Certificate) section with a "डाउनलोड" (Download) button. The background shows the application details for RALLY/2022-23/120034, including the applicant's name (TEST), address (JAIPUR RURAL), and other details.

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