



eFile and eServe

UNDERSTANDING THE COMPONENTS IN CASE DETAILS PAGE.

1. Click on the **eFile & eServe with the Office of the Administrative Law Judges (OALJ) or Board of Alien Labor Certification Appeals (BALCA)** tile from the main dashboard.

The screenshot shows the main dashboard with a navigation bar at the top containing a home icon and the word "Dashboard". Below the navigation bar is a "Dashboard" header. The dashboard features five tiles. The first three tiles are for eFile & eServe with the Administrative Review Board (ARB), Benefits Review Board (BRB), and Employees' Compensation Appeals Board (ECAB). The fourth tile, for eFile & eServe with the Office of the Administrative Law Judges (OALJ) or Board of Alien Labor Certification Appeals (BALCA), is highlighted with a red border. The fifth tile is labeled "My Account".

2. In the OALJ dashboard, click on the approved <OALJ Case Number> link My **Access Requests** or **New Cases** table. The user is navigated to the case details page.

OALJ and BALCA Dashboard

The screenshot shows the OALJ and BALCA Dashboard. At the top, there are three buttons: "File a New Case", "Request Access to Cases", and "Multi Case Filing". Below these buttons is the section "My Access Requests". A message states: "The following are the cases you have access to. Click on the OALJ Case Number link to access case filings and servings and to submit new filings." Below this message is a table with the following data:

OALJ Case Number	eFile Number	Claimant Name	Employer Name	Status	Last Updated On	Details
2018BLA05689	OALJ-2010-510590	JARVIS CARLOS G SR		APPROVED	10/15/2020 - 09:01 EST	View

*All times displayed in US Eastern Timezone



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3. The user will be directed to the case details page.

Case Details

Summary

[Help](#)

eFile Case Number	EFS-OALJ-2007-200182
OALJ Case Number	2018BLA05689
Agency Reference #	BR7R4-2016187
Case Type	BLA
Case Type Group	BLACK LUNG
ALJ Decision Date	
Claimant Name	JARVIS CARLOS G SR
Employer Name	
Status	OPEN
Docketed Date	07/11/2020 - 13:21 EST

[Submit a New Filing](#)

[Representative's Withdrawal of Appearance](#)

[Delegate Access](#)

Filings

Showing 3 of 3 records [View More](#)

Filing Category	Filing Type	Filed Documents	eFile Number	Status	Filed By	Last Updated On	Details
Notice or Report	Notice of Appearance	Noa_28.pdf	OALJ-2010-510591	IN_PROGRESS	Thomas Mathew	10/15/2020 - 09:01 EST	View
Notice or Report	Notice of Withdrawal	NoW_6.pdf	OALJ-2010-510553	APPROVED	Devin Hamburg	10/13/2020 - 06:56 EST	View
Motion or Response or Reply to a Motion	Motion to Stay	File_2_19.pdf	OALJ-2007-500420	APPROVED	Devin Hamburg	07/22/2020 - 09:47 EST	View

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Documents Served by OALJ

File type	Description	File Name	eFile Number	Issued On	Served On	Accessed On	Notified On
No documents have been served to this case.							

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Parties with Access

Showing 3 of 3 records [View More](#)

Name	Address	Role in the Case	Organization
Devin Hamburg	4573 Elk Street, CAT, United States, California, 92661	Claimant/Complainant/Prosecuting Party (Self-Represented)	Devin Hamburg & Associates LLC, 3765 Hidden Valley Road
Maria Holden	4398 Barfield Lane, STARK TOWER TOWN, United States, Illinois, 99501	Amicus Curiae	Devin Hamburg & Associates LLC, 3765 Hidden Valley Road
Thomas Mathew	7786 County Ave. Harleysville, PA 19438, Haley, United States, Delaware, 87454	Attorney For Claimant/Complainant/Prosecuting Party	Wingstein and Dragger Attorneys at Laws, 56 Constitution Ave

Delegated Users

Name	Address	Delegated By	Organization
There are no users delegated to this appeal/case. If you want to delegate access to another person to assist in this appeal/case, create an organization through My Account and add them as members. Then use the Delegate Access button to give access to one of the members in your organization.			



- The case details page includes a summary section that gives a summary of the case details.

Case Details

Summary

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[Submit a New Filing](#)

[Representative's Withdrawal of Appearance](#)

[Delegate Access](#)

- The case details page includes the button [Submit a New Filing](#), [Representative's Withdrawal of Appearance](#), and [Delegate Access](#).
 - 'Submit a New Filing' button is to bring up the form to submit a new filing related to the case.
 - 'Representative's Withdrawal of Appearance' button is to bring up the page that lets you submit the Motion of Withdrawal from the case.

Note: Representative's Withdrawal of Appearance button will not be displayed for the roles Claimant/Complainant/Prosecuting Party (Self-represented) and Respondent/Defendant/Employer (Self-represented)
 - If you are an attorney with an organization, you will get the button 'Delegate Access' by which you can delegate the control of submitting filings to other members of your organization.

Note: For a case in submitted status, only the [Submit a New Filing](#) button will be displayed. All other buttons will be displayed only once the access request is approved



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[Submit a New Filing](#)[Representative's Withdrawal of Appearance](#)[Delegate Access](#)

6. Case details page include tables Filings, Documents served by OALJ, Parties with Access, and Delegated Users.
 - a. Filings table lists all the Filings you have done related to this case.
 - b. Documents served by OALJ table lists all the servings issued by OALJ on the case.
 - c. Parties with Access table lists all the parties that have access to this case.
 - d. Delegated Users table lists all the users in your organization who have been delegated access to this case and the attorney who delegated the user.



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