



U.S DEPARTMENT OF LABOR

User Guides for DOL Trusted Users

Version 1.0

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eFile and eServe

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MAIN MENU AND DASHBOARD



eFile and eServe

The Department of Labor's (DOL) eFile and eServe system is an Integrated gateway for filing and serving documents with DOL. The Department of Labor (DOL) handles roughly 14.7 million pages of paper each year in support of the adjudicatory processes in the Office of Administrative Law Judges (OALJ) and the Adjudicatory Boards (the Boards).

The Office of the Chief Information Officer (OCIO), in partnership with its DOL customer agencies, has worked collaboratively to implement an enterprise-level eFile/eServe solution. The solution leverages capabilities such as single sign-on, document management, and automated email notifications. The eFile and eServe solution integrates seamlessly with OALJ's CaseTracking System, the Boards' DOL Appeals system, and the OWCP Imaging System (OIS).

When a user logs in to the eFile and eServe system, the first page they are presented with is the Main Menu and Dashboard. This is the starting point for all navigations on the site.

The main dashboard features a set of tiles that lets the user navigate to different parts and functionalities that the site offers.

Users can access cases, file new cases, submit filings to cases, and view servings with the Office of the Administrative Law Judges (OALJ) or Board of Alien Labor Certification Appeals (BALCA).

Similarly, users can access appeals, file new appeals, submit filings to appeals and view servings with the Administrative Review Board (ARB), the Benefits Review Board (BRB), and the Employees' Compensation Appeals Board (ECAB).

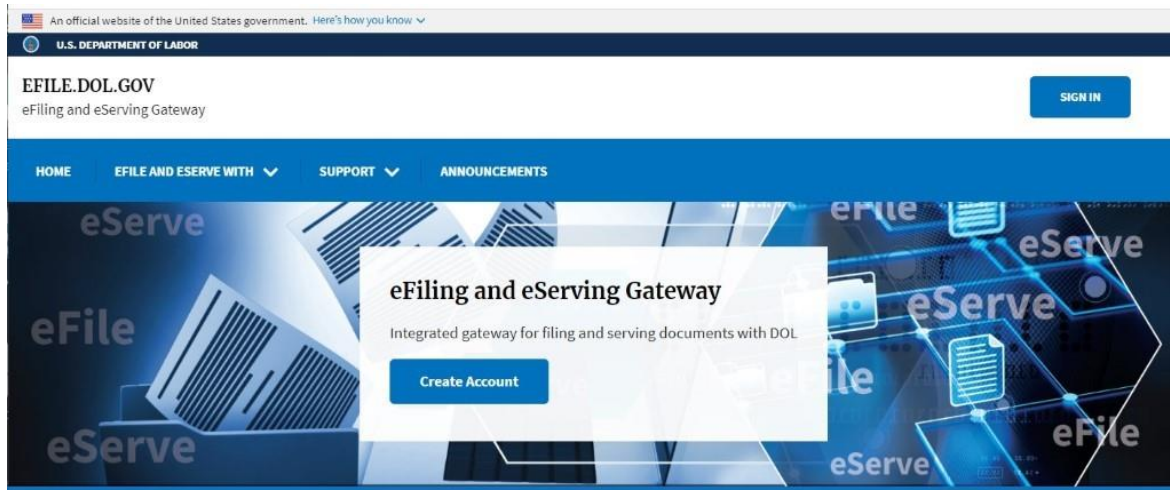
Additionally, users can manage their profiles, create or join organizations, create mailboxes that help in managing the cases and appeals that they are working on as part of a company, organization, or group.



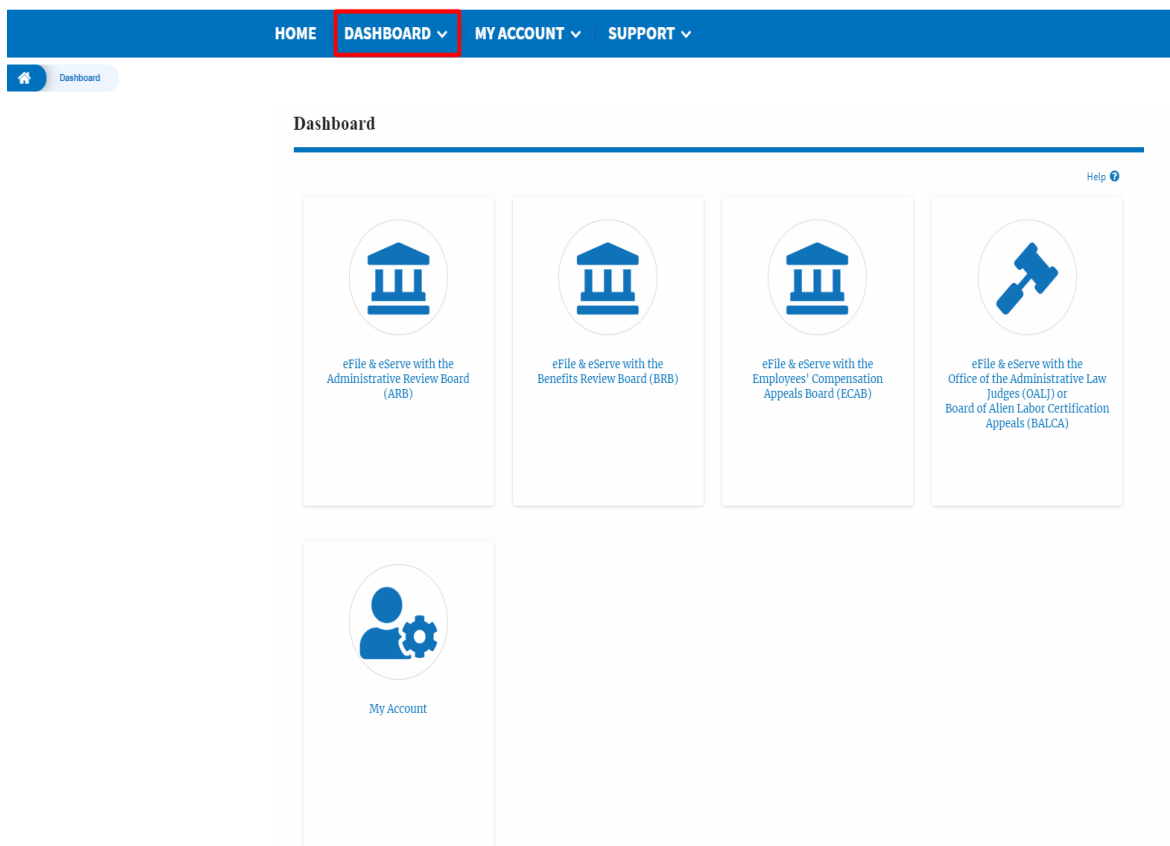
eFile and eServe

HOW TO NAVIGATE THROUGH THE HEADER MENUS?

1. Click on the **HOME** menu to navigate to the **eFile and eServe Homepage**.



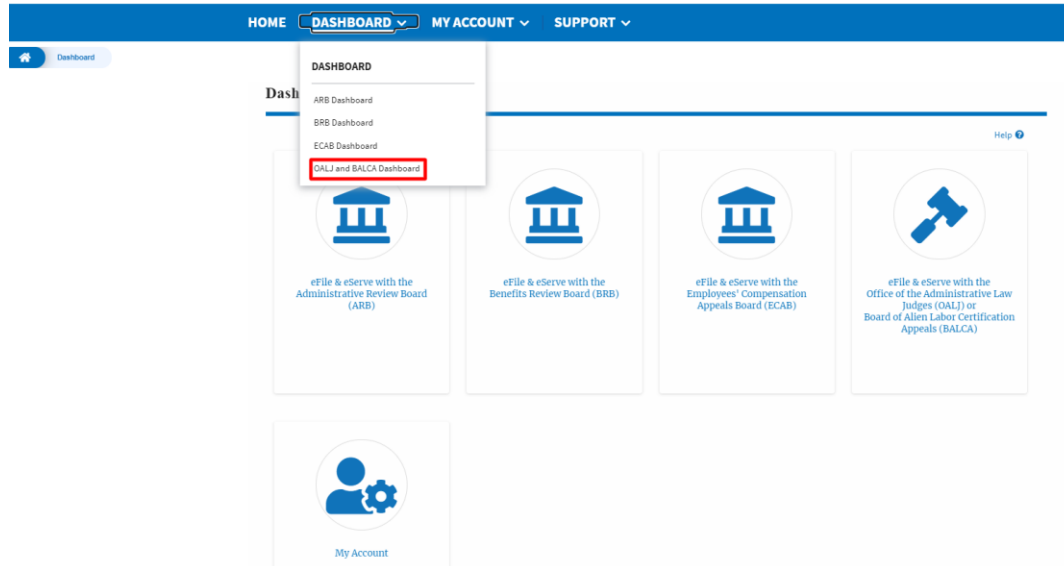
2. Click on **DASHBOARD** to display the dropdown menu.



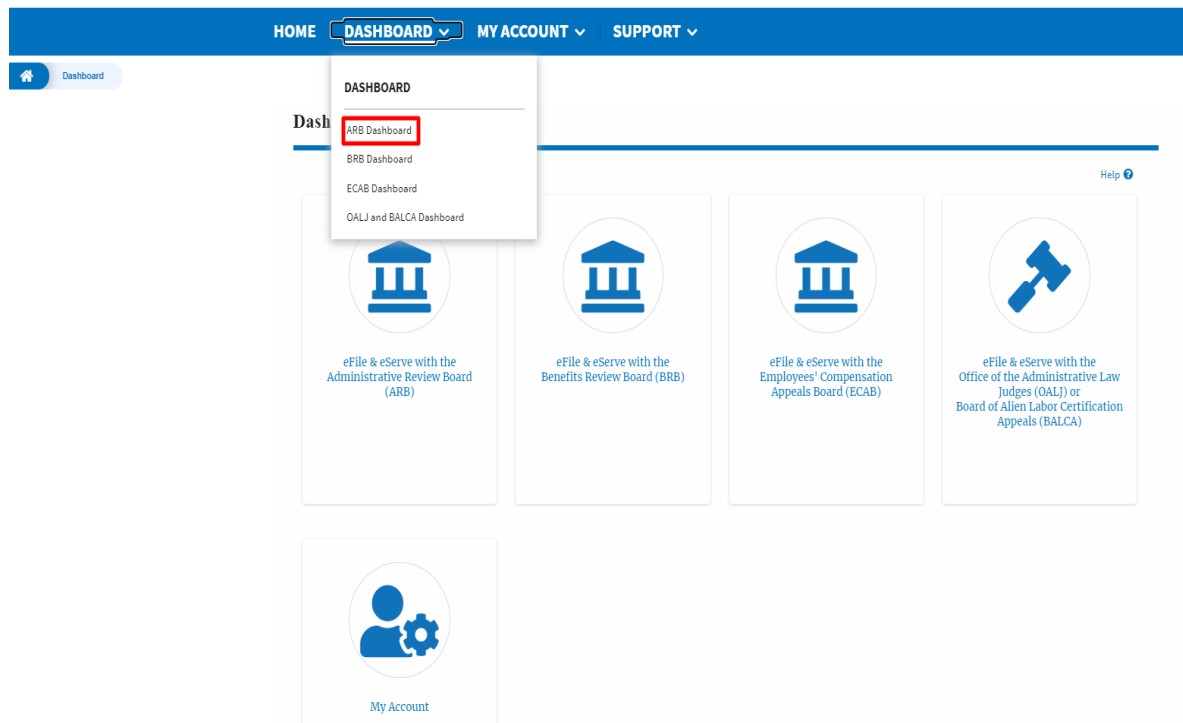


eFile and eServe

3. To navigate to the dashboard for OALJ and BALCA, click on the sub-menu **OALJ and BALCA Dashboard** from the **DASHBOARD** header menu.



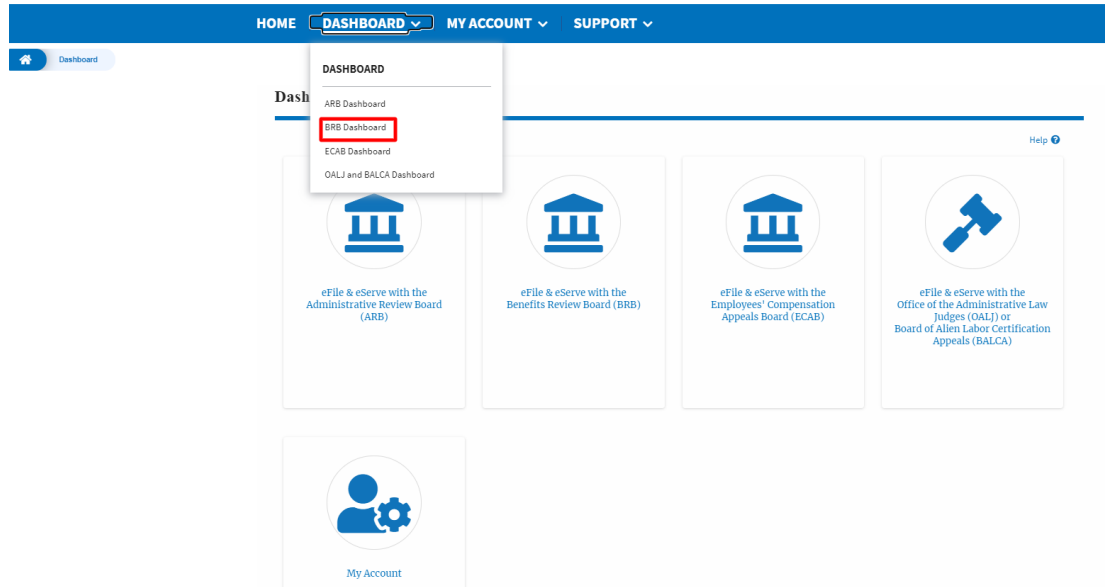
4. To navigate to the ARB Appeals dashboard, click on the sub-menu **ARB Dashboard** from the **DASHBOARD** header menu.



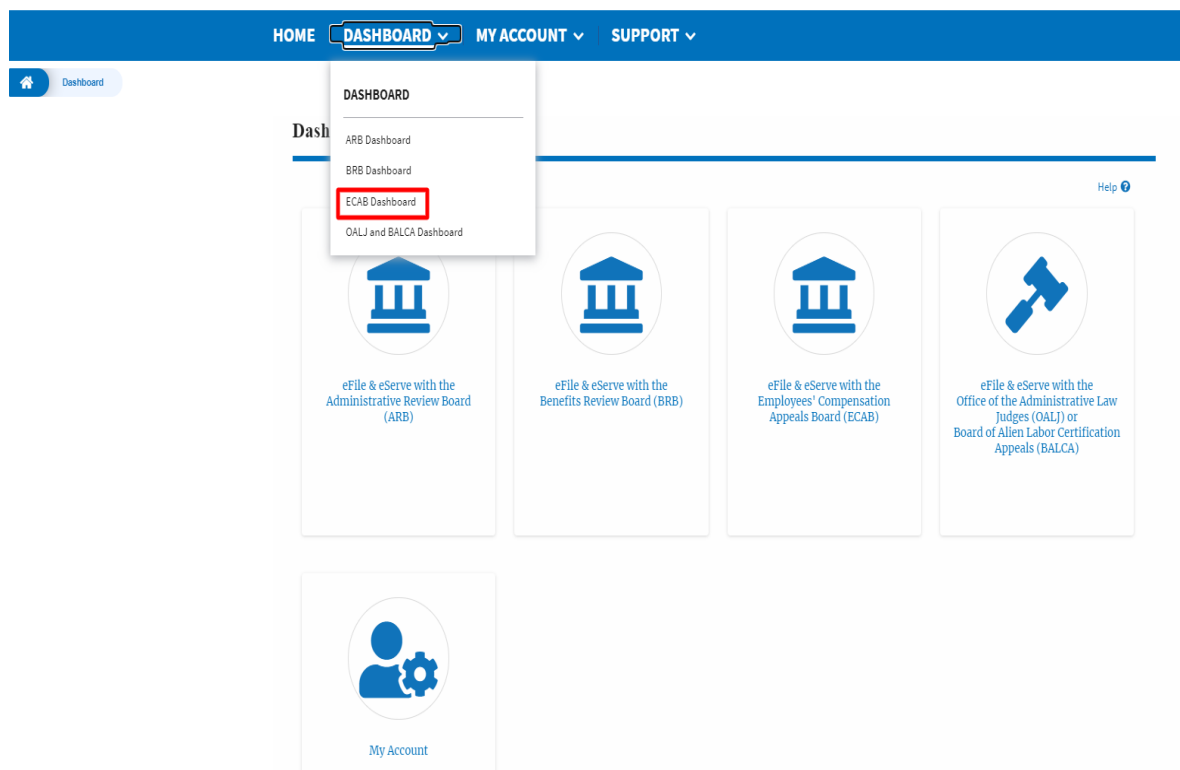


eFile and eServe

5. To navigate to the BRB Dashboard, click on the sub-menu **BRB Dashboard** from the **DASHBOARD** header menu.



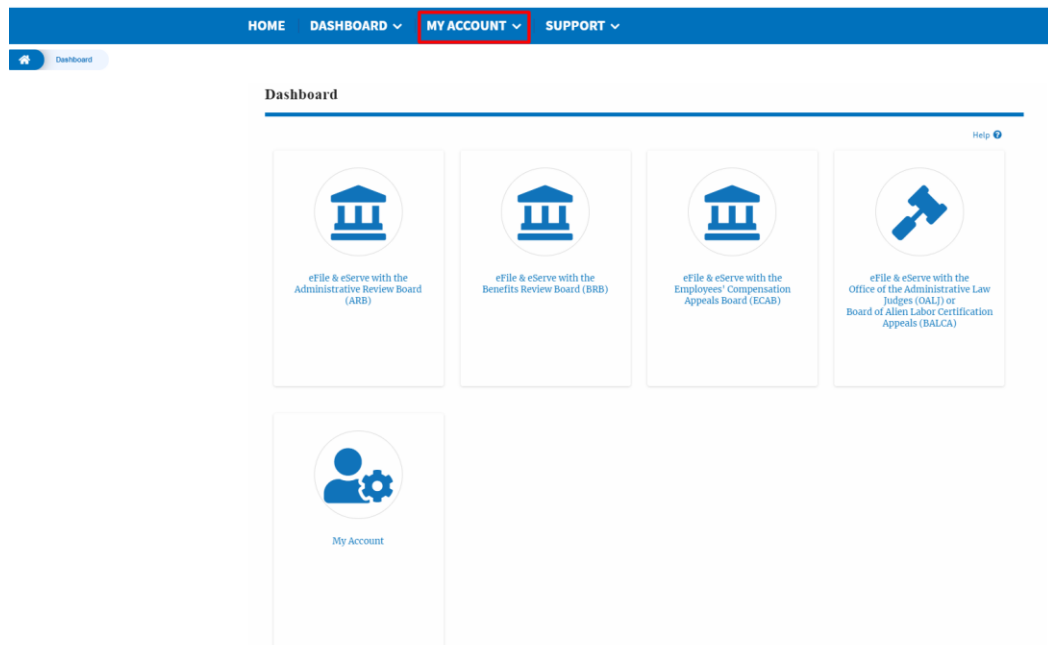
6. To navigate to the ECAB Dashboard, click on the sub-menu **ECAB Dashboard** from the **DASHBOARD** header menu.



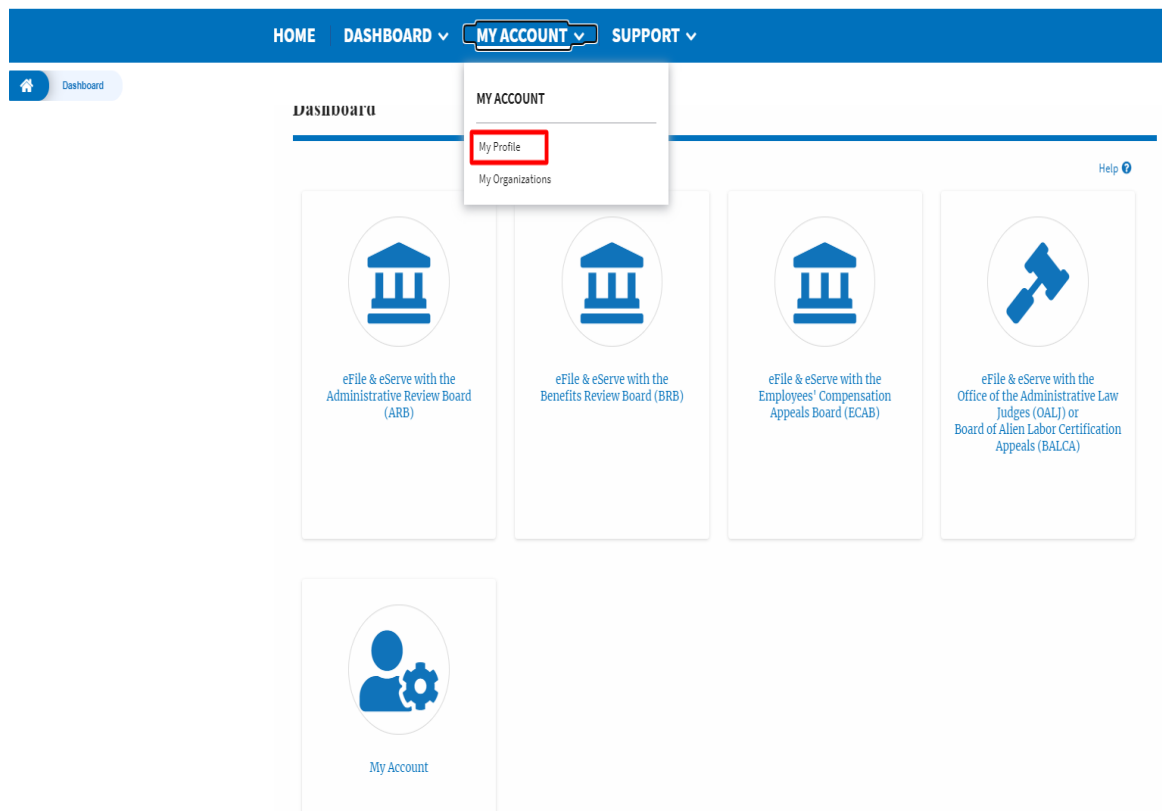


eFile and eServe

Click on the header menu **My Account** to access the My Account dropdown.



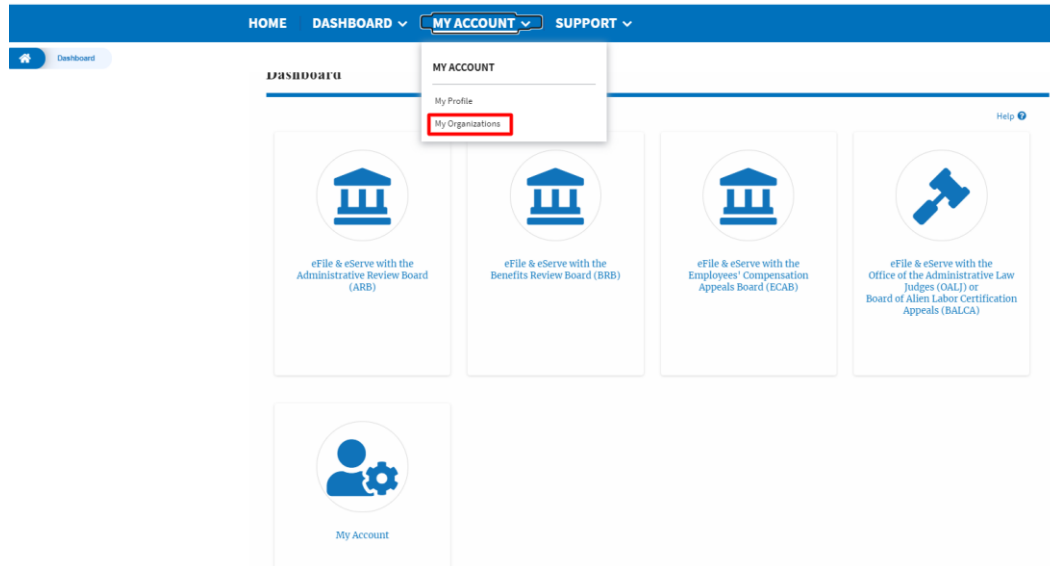
- Click on the sub-menu **My Profile** from the **MY ACCOUNT** header menu to access the 'My Profile' page.



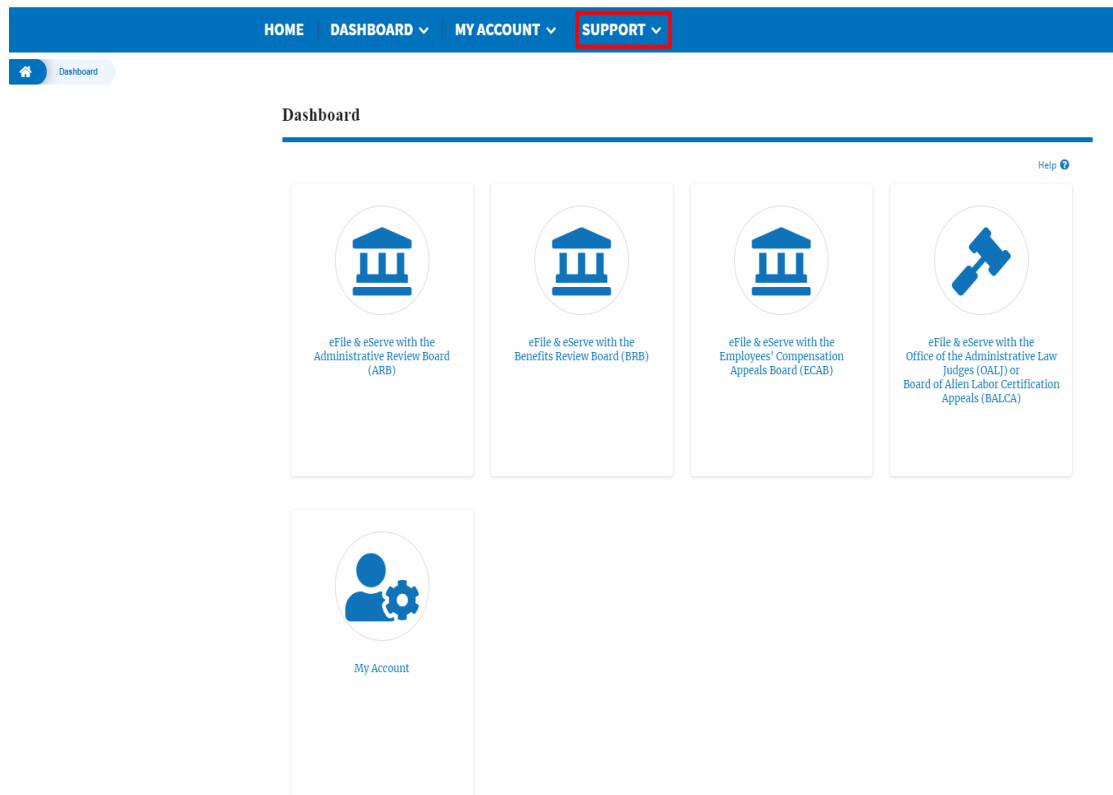


eFile and eServe

- Click on the sub-menu **My Organizations** menu from the **MY ACCOUNT** header menu to access the 'My Organizations' page.



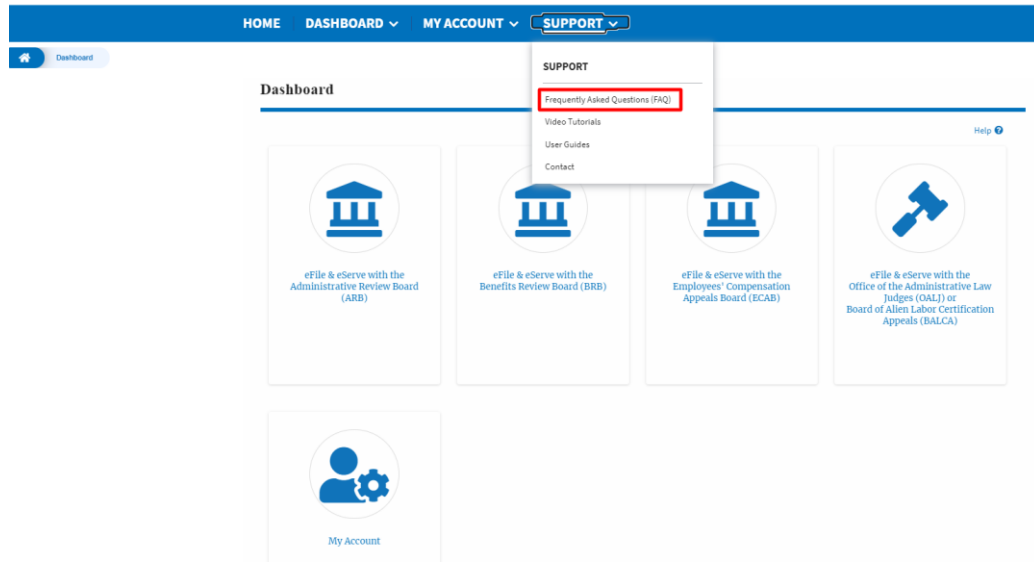
- Click on the header menu **Support** to access the Support drop.



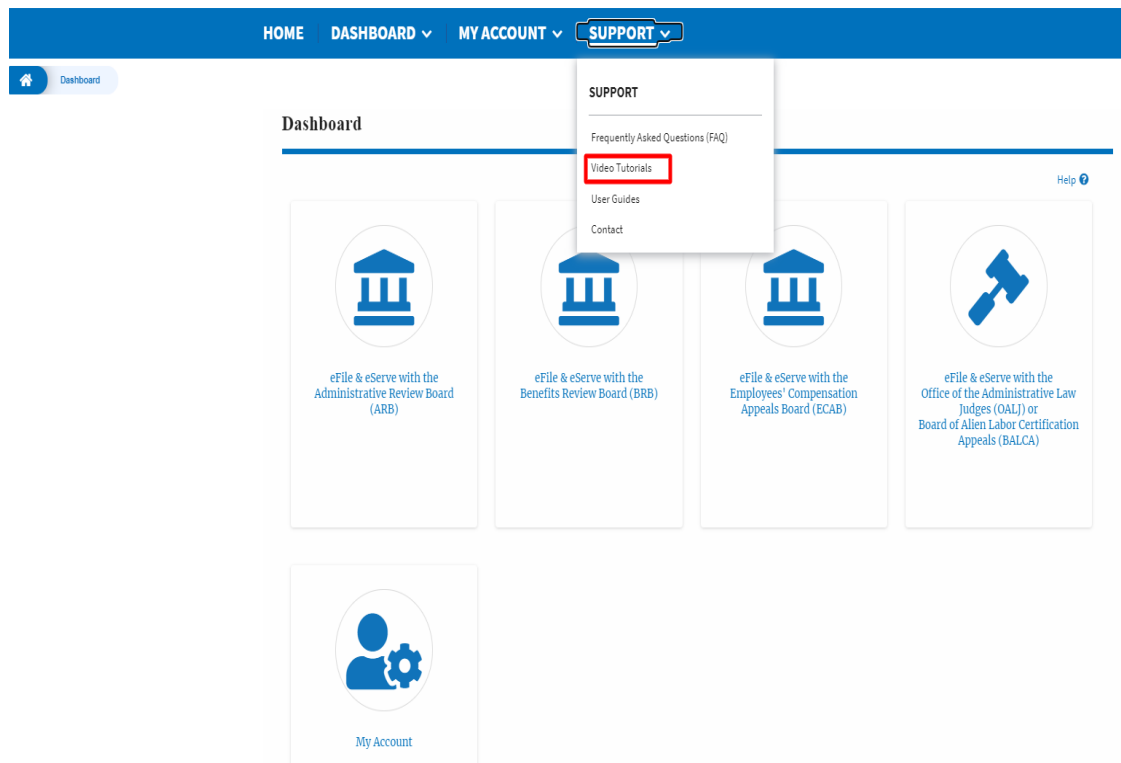


eFile and eServe

10. Click on the sub-menu **Frequently Asked Questions (FAQ)** from the **SUPPORT** header menu to access the 'FAQ' page.



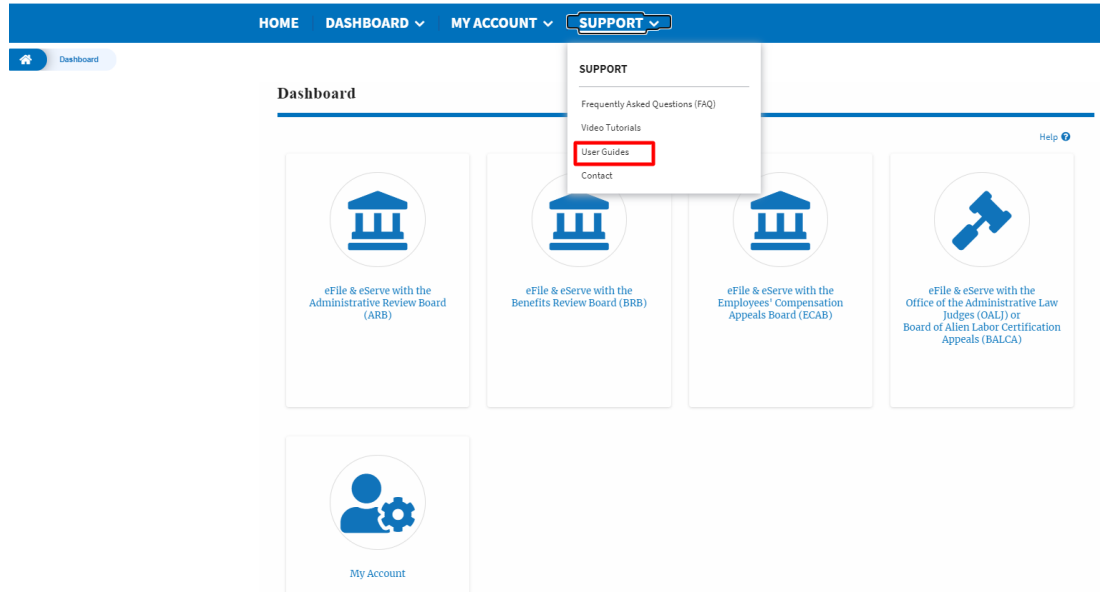
11. Click on the sub-menu **Video Tutorials** from the **SUPPORT** header menu to access the 'Video Tutorials' page.



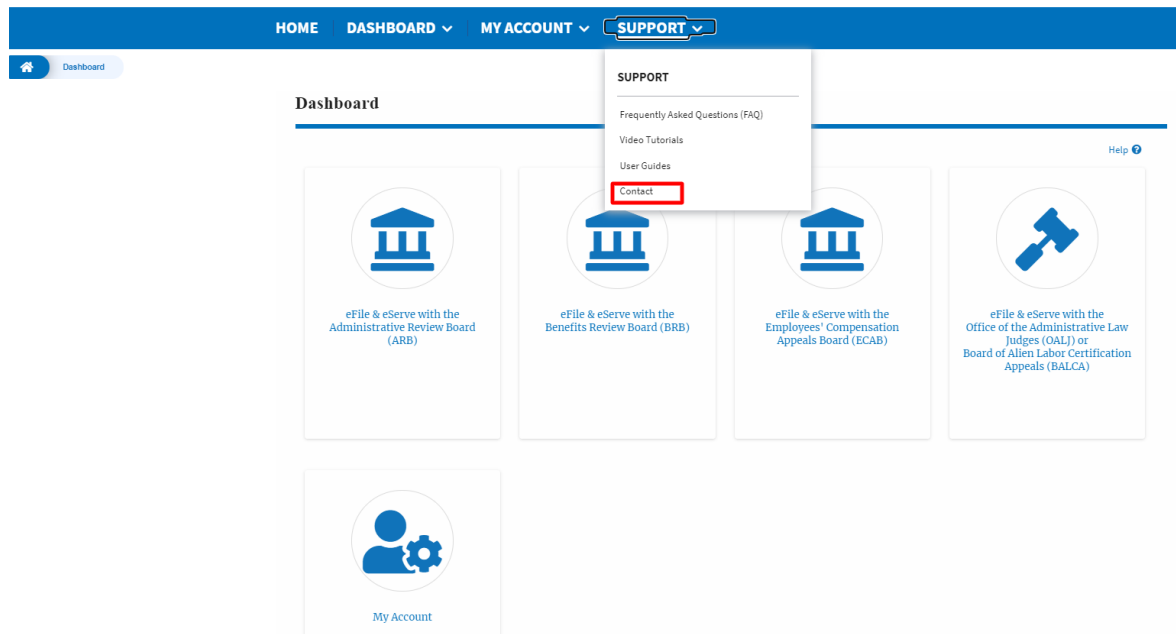


eFile and eServe

12. Click on the sub menu **User Guides** from the **SUPPORT** header menu to access the 'User Guides' page.



13. Click on the sub menu **Contact** from the **SUPPORT** header menu to access the 'Contact' page.

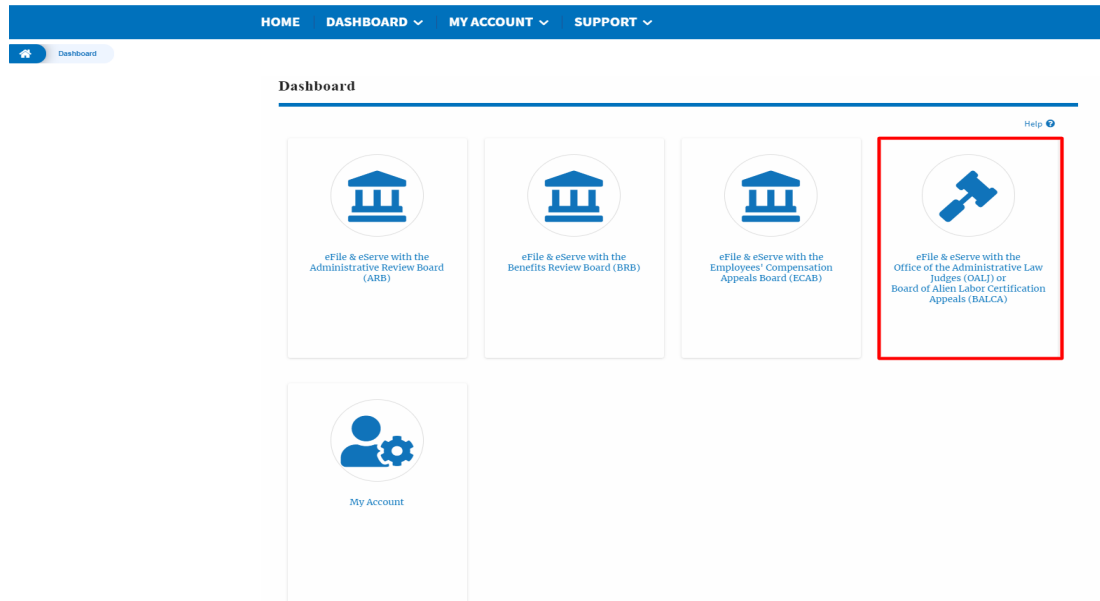




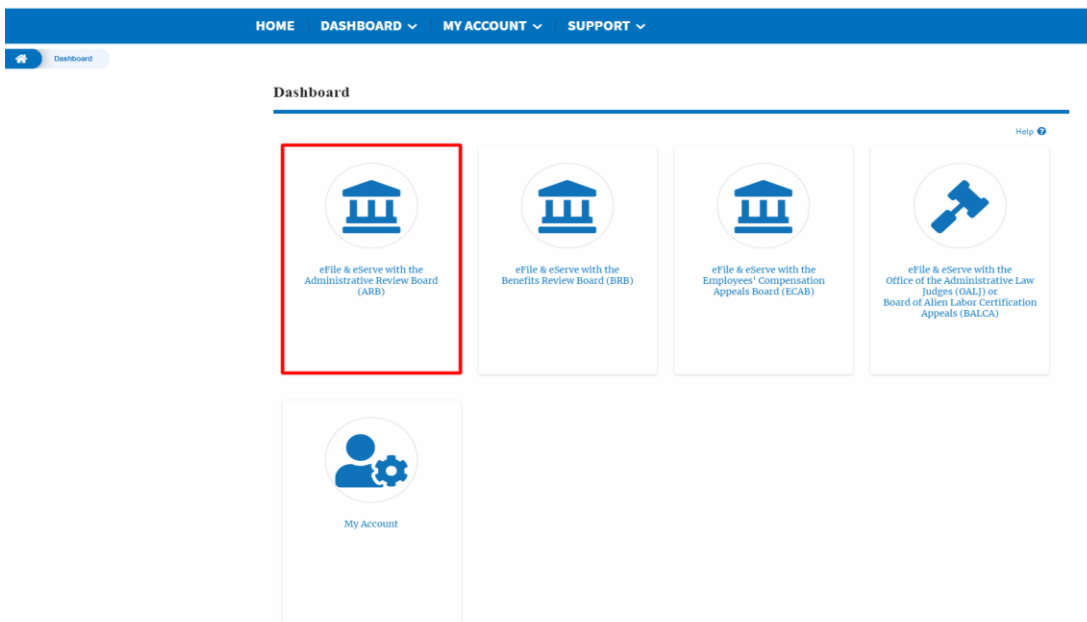
eFile and eServe

HOW TO NAVIGATE THROUGH THE TILES?

1. Click on the **OALJ or BALCA** tile from the main dashboard page to access the 'OALJ or BALCA' dashboard.



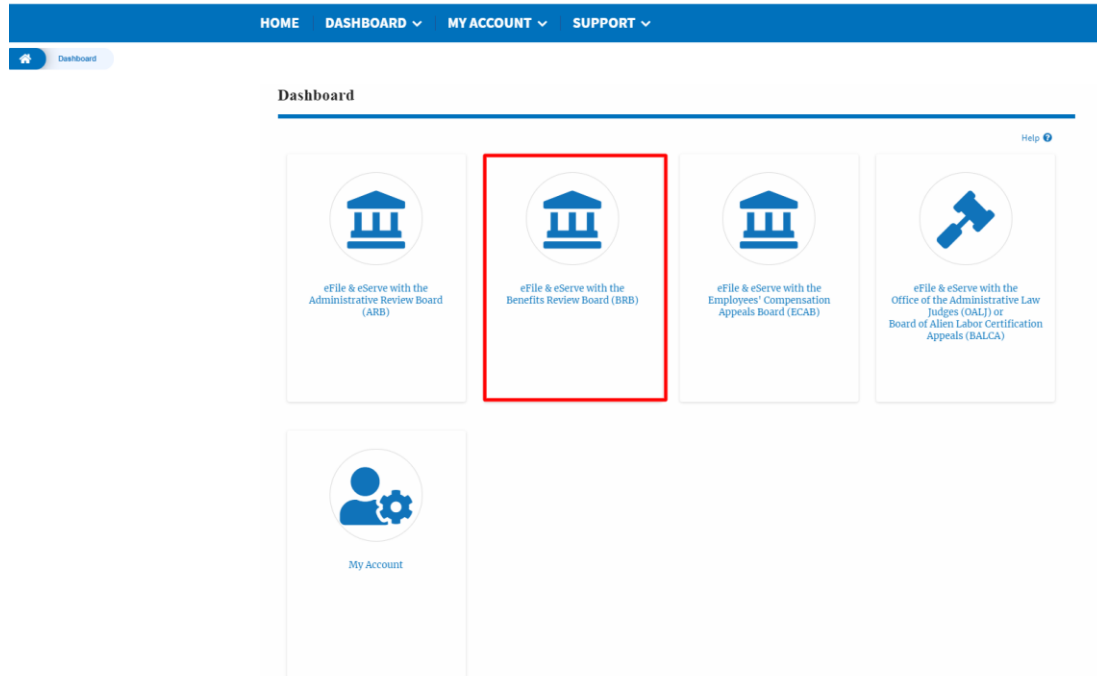
2. Click on the **ARB** tile from the main dashboard page to access the 'ARB' dashboard.



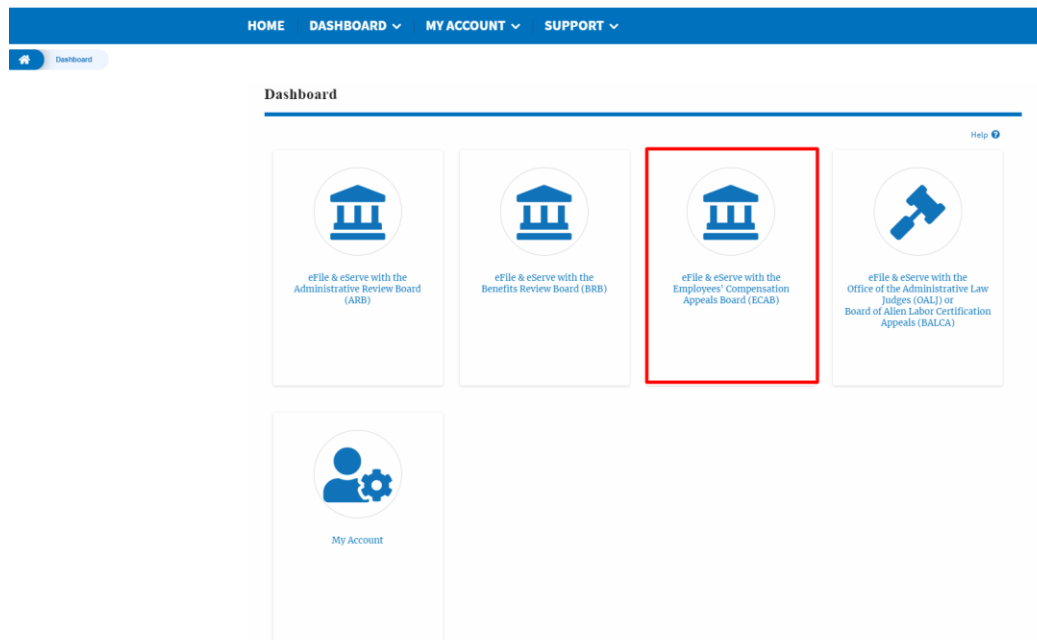


eFile and eServe

3. Click on the **BRB** tile from the main dashboard page to access the 'BRB' dashboard.



4. Click on the **ECAB** tile from the main dashboard to access the 'ECAB' dashboard.





eFile and eServe

5. Click on the **My Account** tile to access the ‘My Account’ dashboard

The screenshot shows the 'Dashboard' page of the eFile and eServe system. At the top is a blue navigation bar with links: HOME, DASHBOARD (with a dropdown arrow), MY ACCOUNT (with a dropdown arrow), and SUPPORT (with a dropdown arrow). Below the navigation bar is a sub-header 'Dashboard' with a 'Help' icon. The main content area displays four tiles for eFile & eServe with various boards: Administrative Review Board (ARB), Benefits Review Board (BRB), Employees' Compensation Appeals Board (ECAB), and Office of the Administrative Law Judges (OALJ) or Board of Labor Certification Appeals (BALCA). Below these is a 'My Account' tile, which is highlighted with a red rectangular box. The 'My Account' tile features a blue icon of a person with a gear.

6. Click on the **My Profile** tile from the “My Account” dashboard to access the “My Profile” dashboard

The screenshot shows the 'My Account' page of the eFile and eServe system. At the top is a blue navigation bar with links: HOME, DASHBOARD (with a dropdown arrow), MY ACCOUNT (with a dropdown arrow), and SUPPORT (with a dropdown arrow). Below the navigation bar is a sub-header 'My Account' with a 'Dashboard' link and a 'My Account' link. The main content area displays two tiles: 'My Profile' and 'My Organizations'. The 'My Profile' tile is highlighted with a red rectangular box. The 'My Profile' tile features a blue icon of a person. The 'My Organizations' tile features a blue icon of three people.



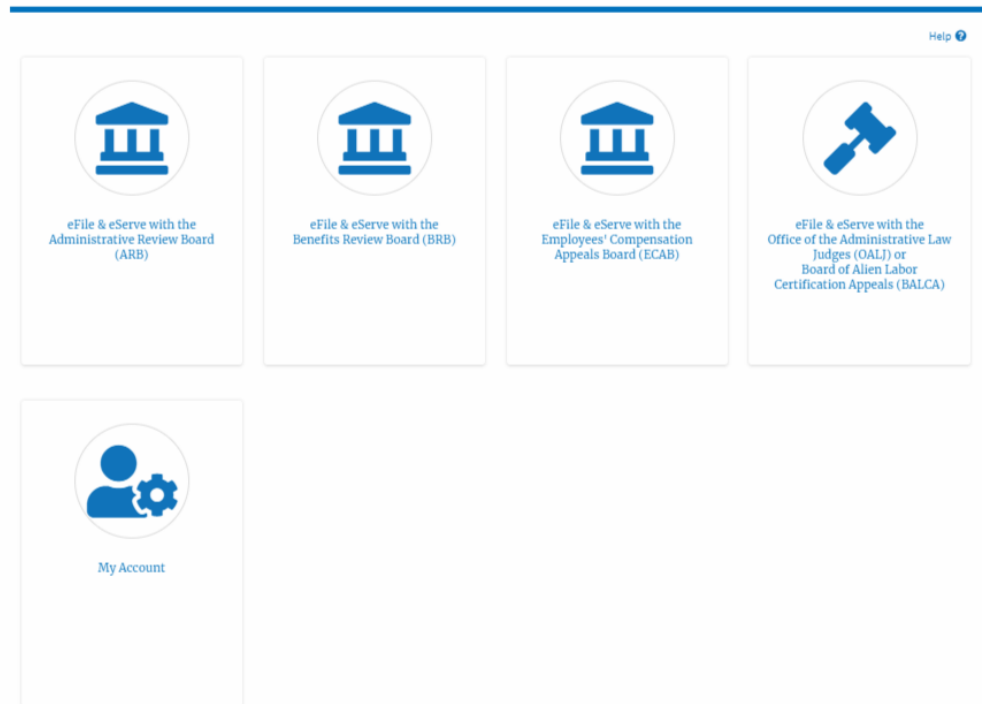
eFile and eServe

OVERVIEW OF HELP AND WHERE TO FIND THEM

1. Login to your account and navigate to any page in the portal.

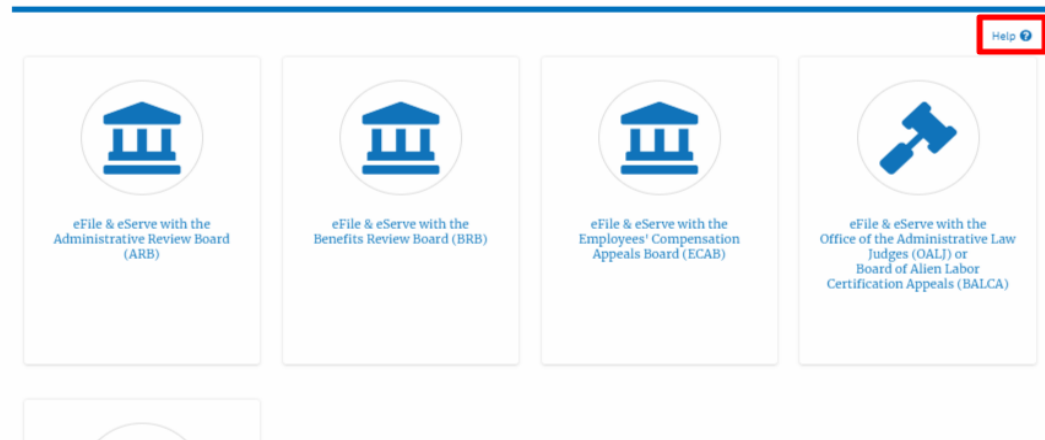
Note: All pages have this feature.

Dashboard



2. Click on the Help link provided to the right top of the main content page.


Dashboard






eFile and eServe

3. To the right of the page, the help popup will be displayed.


**WILLIAM M. MONTGOMERY**

LOGOUT


MY ACCOUNT ▾SUPPORT ▾



eFile & eServe with the
Benefits Review Board (BRB)



eFile & eServe with the
Employees' Compensation
Appeals Board (ECAB)



eFile & eServe with the
Office of the Administrative Law
Judges (OALJ) or
Board of Alien Labor Certification
Appeals (BALCA)

Help ?

Help on 'Main Dashboard'

Main Dashboard

The Main Dashboard can be viewed only when logged in. It has 5 tiles:

eFile & eServe with the Administrative Review Board (ARB)

eFile & eServe with the Benefits Review Board (BRB)

eFile & eServe with the Employees' Compensation Appeals Board (ECAB)

eFile & eServe with the Office of the Administrative Law Judges (OALJ) or Board of Alien Labor Certification Appeals (BALCA)

My Account

Step 1: Click on the "eFile & eServe with the Administrative Review Board (ARB)" tile to go to the ARB appeals dashboard.

Step 2: Click on the "eFile & eServe with the Benefits Review Board (BRB)" tile to go to the BRB appeals dashboard.

Step 3: Click on the "eFile & eServe with the Employees' Compensation Appeals Board (ECAB)" tile to go to the ECAB appeals dashboard.

Step 4: Click on the "eFile & eServe with the Office of the Administrative Law Judges (OALJ) or Board of Alien Labor Certification Appeals (BALCA)" tile to go to the OALJ and BALCA cases dashboard.

Step 5: Click on the "My Account" tile to go to the My Account page.

Step 6: Dropdown Bar

Clicking the "Dashboard" dropdown give quick links to OALJ & BALCA Cases and ARB, BRB, ECAB Appeals dashboards.

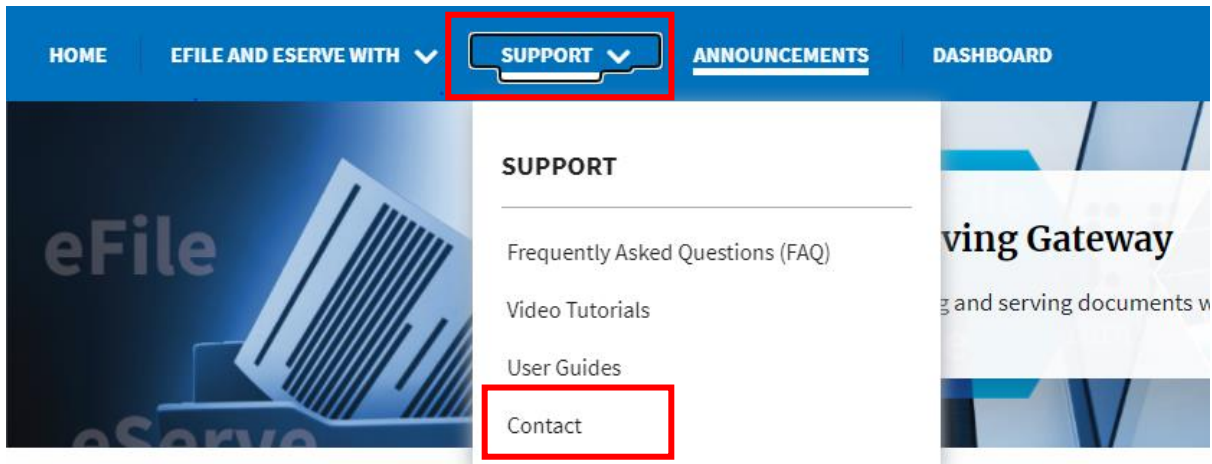
Clicking the "My Account" dropdown gives quick links to "My Profile" and "My Organizations" pages.



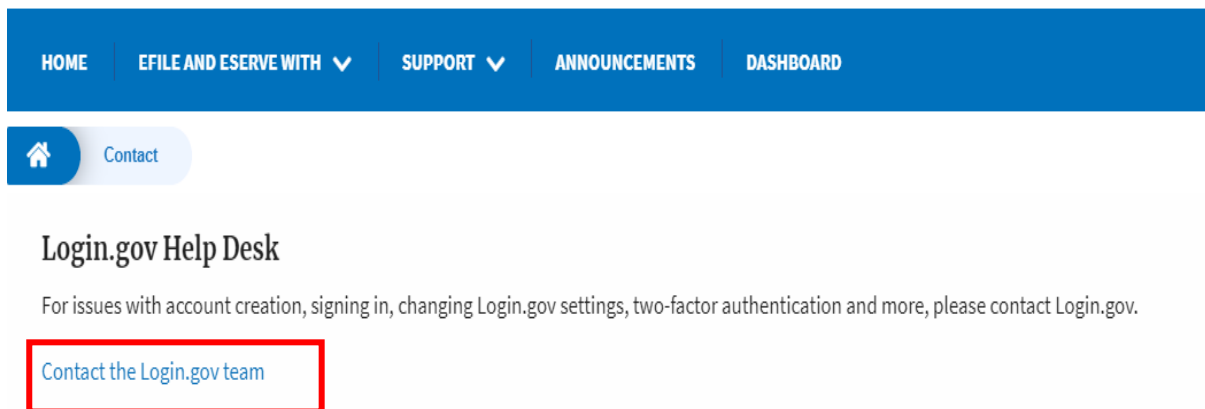
eFile and eServe

HOW TO CONTACT THE SUPPORT TEAM FOR LOGIN RELATED ISSUES

1. From the main menu, click on the **Support tab** and select the **Contact** submenu.



2. For issues with account creation, signing in, changing Login.gov settings, two-factor authentication, and more, please click on the hyperlink provided [contact the Login.gov team](#).



And you will be redirected to the concerned site



HOW TO CONTACT THE SUPPORT TEAM FOR EFILE AND ESERVE SITE-RELATED ISSUES

1. From the main menu, click on the **Support tab** and select the **Contact** submenu.
2. Start filling the form by entering your First Name, Last Name and Email ID.

The screenshot shows the top navigation bar with links: HOME, EFILE AND ESERVE WITH (dropdown), SUPPORT (dropdown), ANNOUNCEMENTS, and DASHBOARD. Below this is a sub-menu with a home icon and the word "Contact". The main content area contains a message: "For help with an issue you are experiencing, please complete the form below, including as much detail as possible and we will get back within one business day." Below the message is a form with four input fields: "First Name", "Last Name", "Email *", and "Confirm Email *".

3. Next, select your User type and Area of the Site that you need help with.

The screenshot shows a dropdown menu titled "User Type". The menu is open, showing a list of options: "Public User", "- None -", "Public User", "DOL User" (highlighted in blue), and "Court Reporter".



eFile and eServe

Area of the Site

- None -

- None -
- Office of the Administrative Law Judges and Board of Alien Labor Certification Appeals
- Administrative Review Board
- Benefits Review Board
- Employees' Compensation Appeals Board
- Organization
- Delegation
- My Profile
- Logout

4. Fill in your questions, concerns, and comment in the box provided. Also provide any additional info you may have to convey to the support team like a type of login, email address, profile, data, etc. Provide as much information as possible to aid in quick redressal.

HOME | **EFILE AND ESERVE WITH** ▼ | **SUPPORT** ▼ | **ANNOUNCEMENTS** | **DASHBOARD**

Contact

Your Questions & Comments *

Additional Information

Type of login used, email address, profile data, etc.

<https://efstest2.mindpetal.com/announcements>



eFile and eServe

5. Once you have filled in all the details above click on the **Submit** button beneath the form. Use the **Reset** button to clear the form.

[HOME](#) | [EFILE AND ESERVE WITH](#) ▼ | [SUPPORT](#) ▼ | [ANNOUNCEMENTS](#) | [DASHBOARD](#)

[Home](#) | [Contact](#)

Additional Information

Type of login used, email address, profile data, etc.

Type of login used, email address, profile data, etc.

Submit

Reset



USER PROFILE AND ORGANIZATION MODULE



eFile and eServe

The User Profile and Organization module lets you create and manage your profile and organization that you are part of.

Every user needs to set up and keep their user profiles updated for the agencies to be able to process their cases, appeals, and filings properly. The user profile can be set up and updated in the User Profile page. This form also lets you indicate if the user is an attorney. The details in the user profile are used during filing cases or appeals and selected details are sent during submission of most forms in the eFile and eServe system. Hence, it is essential to keep the user profile current and up to date.

If the user is part of a company, organization, or group, the eFile and eServe system allows the users to join existing organizations or set up new ones to manage how cases and appeals related to the organization is managed. A user can be part of multiple organizations to manage how they interact with different cases or appeals.

Within the Organization module, you can create organizations or join existing ones, add members to the organization, manage administrators of the organization, and create and manage shared mailboxes.

Shared mailboxes are used to set rules for delivering emails to members of the organization. Each mailbox is linked to one or more agencies and some or all case types related to these agencies. Using shared mailboxes, the organization can control the flow of served emails to those members who are interested in the case types that are linked to the specific mailbox. A member can be part of multiple mailboxes.

Organization also allows attorneys to delegate their cases and appeals to other members of the same organization to manage on their behalf, freeing them of many of the administrative tasks.

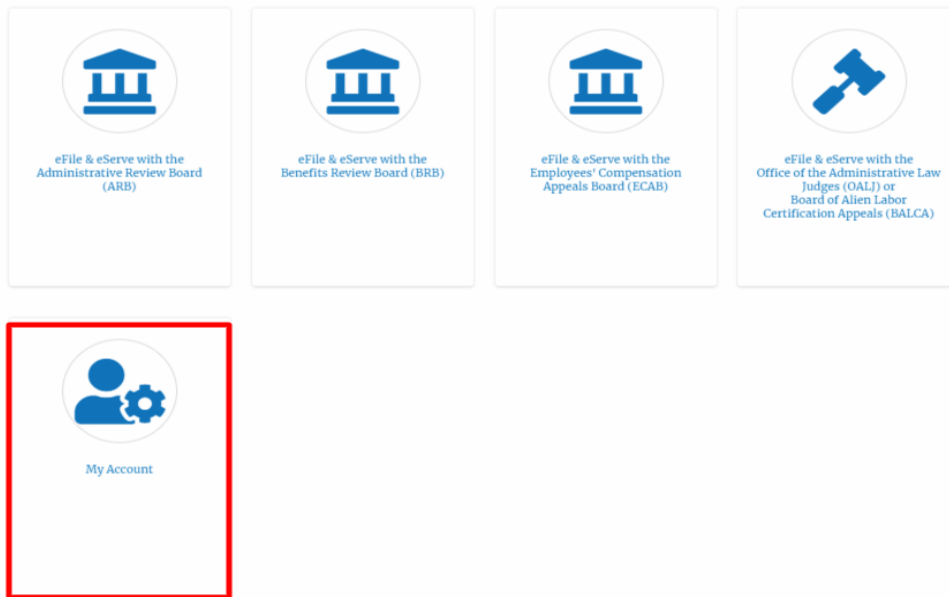


eFile and eServe

HOW TO EDIT YOUR USER PROFILE?

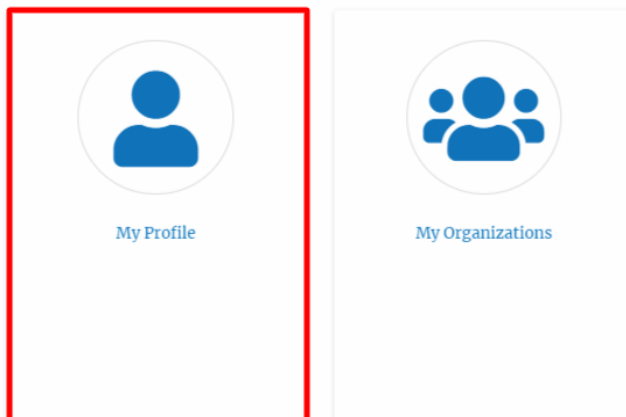
1. Click on the My Account tile from the main dashboard.

Dashboard



2. Click on the User Profile tile from the My Account page.

My Account





3. Edit the fields in the displayed form.

My Profile

First Name *

Charlie

Middle Name

Last Name *

John

Suffix

Organization *

Wingstein and Dragger Attorneys at Law, 99 Constitution Ave

Select the Organization.

Country *

United States

Select country from the list.

Address 1 *

56 Constitution Ave. Peachtree City, GA 30269

Address 2

Address 3

City *

Chicago

Help ?



eFile and eServe

State *

Illinois

Zip Code *

34643

Zip code format should be : NNNNN (optionally NNNNN-NNNN) (N-Number, A-Alphabet)

Time Zone

- None -

Main Phone Number *

6376543210

International phone number formats are supported

Mobile Phone Number

02546545515

International phone number formats are supported

Email Address

mytest000@gmail.com

This is the email used to login to the system. You cannot edit/change this value.

☒ I am an attorney

User Type

Trusted

Terms & Conditions of Use

This system is solely for the use of parties with cases pending before the Adjudicatory Boards (ARB, BRB, and ECAB) of the U.S. Department of Labor (DOL). DOL reserves the right, in their sole discretion, to modify, alter or otherwise update these Terms and

Save Cancel



eFile and eServe

4. Select the checkbox if you are an attorney and click the Save button.

☒ I am an attorney

User Type

Trusted

Terms & Conditions of Use

This system is solely for the use of parties with cases pending before the Adjudicatory Boards (ARB, BRB, and ECAB) of the U.S. Department of Labor (DOL). DOL reserves the right, in their sole discretion, to modify, alter or otherwise update these Terms and

Save Cancel

5. The data will be saved, you will be taken to the main dashboard and a confirmation message will be displayed.

Dashboard

✓ User profile has been created/updated.

Help

eFile & eServe with the Administrative Review Board (ARB)

eFile & eServe with the Benefits Review Board (BRB)

eFile & eServe with the Employees' Compensation Appeals Board (ECAB)

eFile & eServe with the Office of the Administrative Law Judges (OALJ) or Board of Alien Labor Certification Appeals (BALCA)

My Account



eFile and eServe

HOW DO YOU ADD AN ORGANIZATION?

1. Login to your account
2. Click on the 'My Account' menu item or the 'My Account' tile on the dashboard
3. Navigate to 'My Organizations'

My Organizations

[Add Organization](#) [Search Organizations](#)

[Help ?](#)

Organization	Type	Website	Contact Name	Contact Email	Contact Number	Address	Actions
There are no organizations you are currently part of.							

4. Click on "Add Organization" and fill in the details

Add Organization

[Help ?](#)

Organization Name *

Country *

Select country from the list.

Address 1 *

Address 2

Address 3

City *

State *

Zip Code *

Zipcode format should be : NNNNN (optionally NNNNN-NNNN) (N-Number, A-Alphabet)



eFile and eServe

Organization Email

Website

Website URL should be in any valid format such as www.abc.com or abc.co or abc.us etc.

Administrator 1 & 2 name and contact numbers are prefilled from the User Profile depending on email. Please make sure that your profile is current and accurate. You can do this through the My Profile menu in the Dashboard.

Administrator 1 Email *

Administrator 1 Name

Administrator 1 Contact Number

Administrator 2 Email

Administrator 2 Name

Administrator 2 Contact Number

5. Click “Save” to add your Organization

6. A new organization is added

My Organizations

✓ Wingstein and Dragger Attorneys of Law has been added.

[Add Organization](#)

[Search Organizations](#)

[Help](#) ⓘ

Organization	Type	Website	Contact Name	Contact Email	Contact Number	Address	Actions
Wingstein and Dragger Attorneys of Law	Public		Tiju Issac	tjtester123@gmail.com	1154525255	56 Constitution Ave , Peachtree City , GA 30268 , Idaho , United States	Edit



eFile and eServe

- Click on the organization name to visit the organization details page. The organization will be public by default. Admin can change it to trusted if needed.

Organization Details

Name	Wingstein and Dragger Attorneys of Law
Website	
Organization Email	info@wingstein.com
Contact Name	Tiju Issac
Contact Number	1154525255
Organization Type	Public
Address	56 Constitution Ave , Peachtree City , GA 30268 , United States

[View More Organization Details](#)

[Add Members](#) [Edit Organization](#) [Manage Mailboxes](#)

Help ?

Administrators

Name	Email	User Type	User Role	Created On
Tiju Issac	tjutester123@gmail.com	Attorney	Public	10/14/2020 - 02:05 EST

Active Members

Name or Email

 [Search](#)

Name	Email	User Type	User Role	Created On	Actions
Tiju Issac	tjutester123@gmail.com	Attorney	Public	10/14/2020 - 02:05 EST	

Join Requests

Name or Email

 [Search](#)

Name	Email	User Type	User Role	Created On	Actions
There are no join requests to this organization.					

Note: Red colored emails show a mismatch with the organization domain.

Pre-Approved Members

Email

 [Search](#)

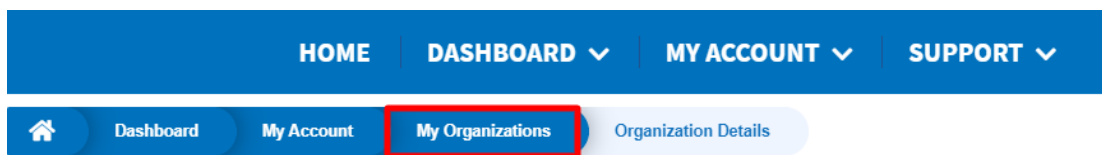
Email	Status	Created On	Actions
There are no pre-approved members in this organization.			



eFile and eServe

HOW DO YOU ADD NEW MEMBER TO THE ORGANIZATION AS AN ADMINISTRATOR?

1. If you are not logged in already, follow the steps below
 - a. Log in as the organization administrator
 - b. Click on the My Account tile and click My Organizations.
2. If you are logged in, then click on the 'My Organization' breadcrumb.



3. Click on the name of the organization you wish to manage.

My Organizations

[Add Organization](#) [Search Organizations](#)

Organization	Type	Website	Contact Name	Contact Email	Contact Number	Address	Actions
Wingstein and Dragger Attorneys of Law	Trusted		Tiju Issac	tijutester123@gmail.com	1154525255	56 Constitution Ave , Peachtree City , GA 30268 , Idaho , United States	Edit

4. Click on the “Add Members” button.

Organization Details

Name	Wingstein and Dragger Attorneys of Law
Website	
Organization Email	info@wingstein.com
Contact Name	Tiju Issac
Contact Number	1154525255
Organization Type	Trusted
Address	56 Constitution Ave , Peachtree City , GA 30268 , United States

[View More Organization Details](#)

[Add Members](#)

[Edit Organization](#)

[Manage Mailboxes](#)



eFile and eServe

5. Enter the email ids of members separated by commas and click submit.

Add Members

Organization : Wingstein and Dragger Attorneys at Law

Add Members * [Help ?](#)

rahultester002@gmail.com,caroltester001@gmail.com,digger@gmail.com

Enter email addresses of users to be added to organization separated by commas.

Submit

Cancel



eFile and eServe

6. A confirmation message will be displayed.

Users who are already registered in the eFile and eServe system are added to the “Active Members” list. Users who are not registered are added to the “Pre-Approved Members” list.

Organization Details

- ✓ Added 3 users to the organization.
- An email notification has been sent to the users.
- An email notification has been sent to the organization administrator(s).

Name	Wingstein and Dragger Attorneys of Law
Website	
Organization Email	info@wingstein.com
Contact Name	Tiju Issac
Contact Number	1154525255
Organization Type	Trusted
Address	56 Constitution Ave , Peachtree City , GA 30268 , United States

[View More Organization Details](#)[Help](#)[Add Members](#) [Edit Organization](#) [Manage Administrators](#) [Manage Mailboxes](#)

Administrators

Name	Email	User Type	User Role	Created On
Tiju Issac	tijutester123@gmail.com	Attorney	Trusted	10/14/2020 - 02:05 EST

Active Members

Name or Email

[Search](#)

Name	Email	User Type	User Role	Created On	Actions
Carol Max	caroltester001@gmail.com	Attorney	Trusted	07/14/2020 - 03:57 EST	Edit Remove
Joseph Joseph	rahultester002@gmail.com	Attorney	Trusted	07/22/2020 - 10:28 EST	Edit Remove
Tiju Issac	tijutester123@gmail.com	Attorney	Trusted	10/14/2020 - 02:05 EST	

Join Requests

Name or Email

[Search](#)

Name	Email	User Type	User Role	Created On	Actions
There are no join requests to this organization.					

Note: Red colored emails show a mismatch with the organization domain.

Pre-Approved Members

Email

[Search](#)

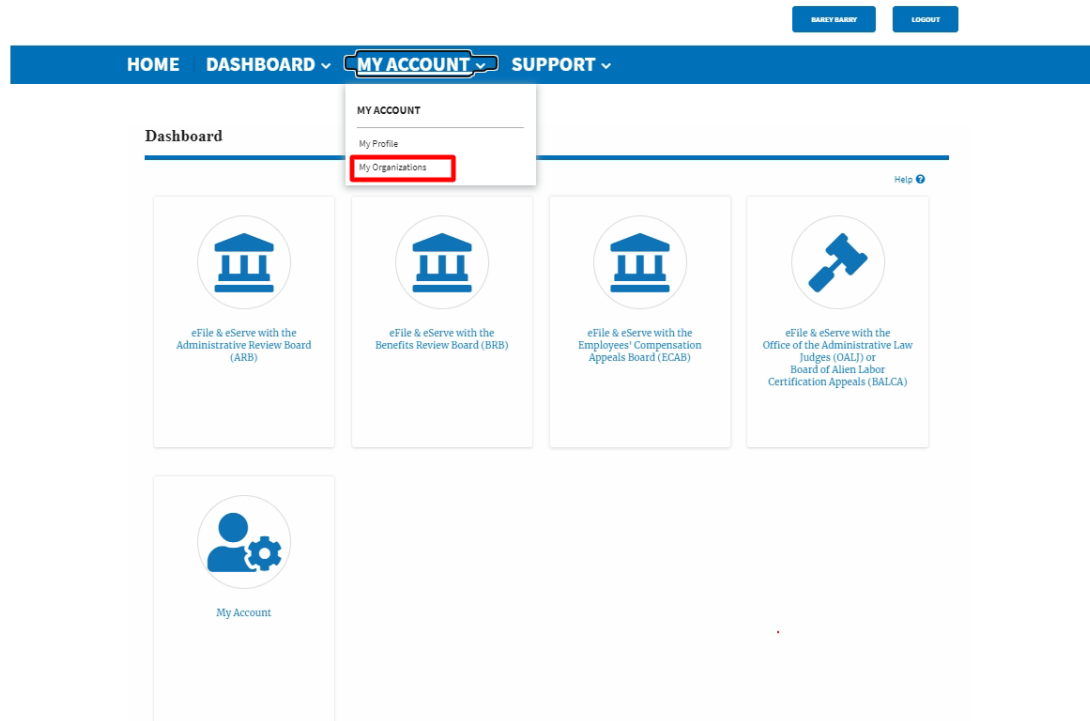
Email	Status	Created On	Actions
digger@gmail.com	PENDING	10/14/2020	Remove



eFile and eServe

HOW DO YOU SEARCH FOR AN EXISTING ORGANIZATION AND REQUEST TO JOIN IT?

1. Login to your account and click on the “My Account” dropdown and select “My Organization”



2. My Organizations main page will be displayed. Click on the “Search Organizations” button to see the search option.

My Organizations

My Organizations							
<div>Add Organization Search Organizations</div>							
Organization	Type	Website	Contact Name	Contact Email	Contact Number	Address	Actions
Wingstein and Dragger Attorneys of Law	Trusted		Tiju Issac	tijutester123@gmail.com	1154525255	56 Constitution Ave , Peachtree City , GA 30268 , Idaho , United States	Edit



eFile and eServe

3. Type in the search string and click “Search”.

Search Organizations

Search

Ale

Search

4. In the search result, identify the organization and click on “Request Join” to send a request to the administrator to add you to the organization.

Search Organizations

Search

Ale

Search

Reset

Organization ^	Website	Address	Actions
Aleccia & Mitani	aleccialaw.com	One World Trade Center, Suite 1840 , California , United States	Request Join
Alex's organization		Address 1 , Address 2 , Address 3 , England , United Kingdom	Request Join
Galo Law Firm, P.C.	galolawfirm.com	4230 Gardendale , Building 401 , Texas , United States	Request Join
Ginarte Gallardo Gonzalez & Winograd, LLP.	ginarte.com	400 Market Street , New Jersey , United States	Request Join
Hanna Brophy MacLean McAleer & Jensen LLP	hannabrophy.com	P.O. Box 12488 , California , United States	Request Join
Sioli Alexander Pino	siolialexanderpino.com	8910 N. Kendall Drive , First Floor , Florida , United States	Request Join

5. This is the confirmation message for Request Join.

Search Organizations



- Your request to join Alex's organization has been received.
- The administrator of Alex's organization has been notified of your request.

Search

organization name or address

Search



eFile and eServe

6. My Organizations main page will show the organization in the table with “Requested” status. Once the administrator of the organization approves the request, you will be added to the organization.

My Organizations

[Add Organization](#) [Search Organizations](#)

Help ?

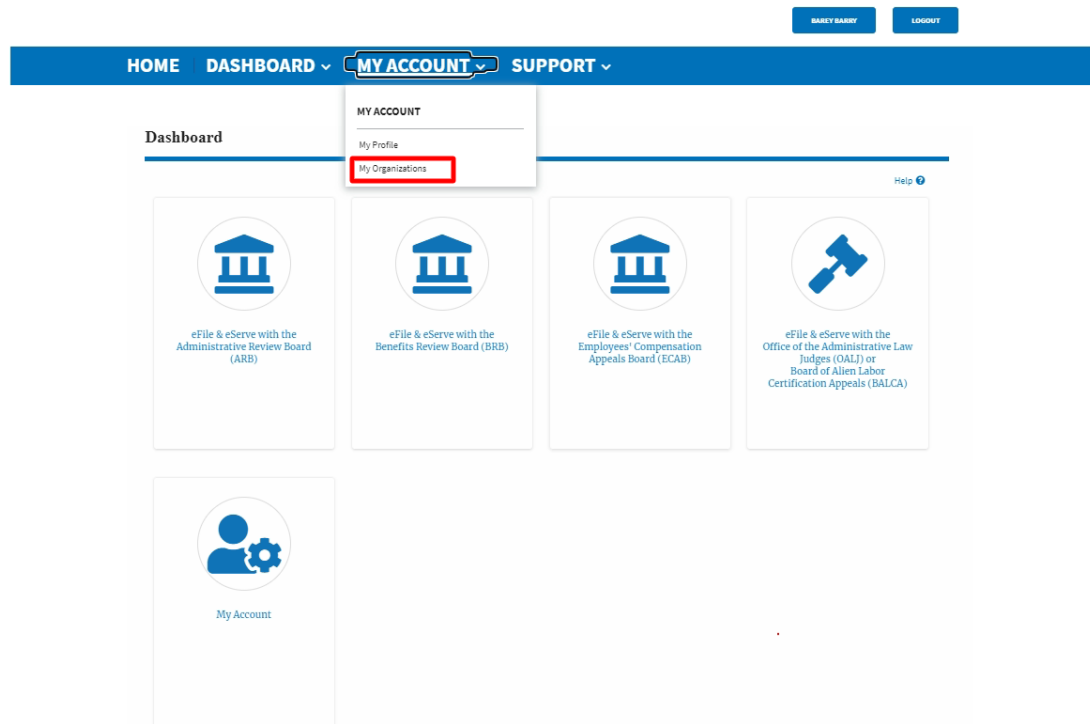
Organization	Type	Website	Contact Name	Contact Email	Contact Number	Address	Actions
Wingstein and Dragger Attorneys of Law	Trusted		Tiju Issac	tijutester123@gmail.com	1154525255	56 Constitution Ave , Peachtree City , GA 30268 , Idaho , United States	Edit
Alex's organization	Public		Alex J Jacob	testeralex0001@gmail.com	9961358722	Address 1 , Address 2 , Address 3 , England , United Kingdom	Requested / Cancel Request



eFile and eServe

HOW DO YOU ACCESS THE ORGANIZATION PAGE?

1. Login to your account and click on the “My Account” dropdown and select “My Organization”



2. My Organization main page will be displayed and click on the organization name to see details of the organization

My Organizations

My Organizations							
Add Organization		Search Organizations					
Organization	Type	Website	Contact Name	Contact Email	Contact Number	Address	Actions
Wingstein and Dragger Attorneys of Law	Trusted		Tiju Issac	tijutester123@gmail.com	1154525255	56 Constitution Ave , Peachtree City , GA 30268 , Idaho , United States	Edit



eFile and eServe

- Click the View More Organization Details to see the full details of the organization.

Organization Details

Name

Wingstein and Dragger Attorneys of Law

Website

Organization Email

info@wingstein.com

Contact Name

Tiju Issac

Contact Number

1154525255

Organization Type

Trusted

Address

56 Constitution Ave , Peachtree City , GA 30268 , United States

View More Organization Details

Help

Add Members

Edit Organization

Manage Administrators

Manage Mailboxes

Administrators

Name	Email	User Type	User Role	Created On
Tiju Issac	tijutester123@gmail.com	Attorney	Trusted	10/14/2020 - 02:05 EST

Active Members

Name or Email

Search

Name	Email	User Type	User Role	Created On	Actions
Carol Max	caroltester001@gmail.com	Attorney	Trusted	07/14/2020 - 03:57 EST	Edit Remove
Joseph Joseph	rahultester002@gmail.com	Attorney	Trusted	07/22/2020 - 10:28 EST	Edit Remove
Tiju Issac	tijutester123@gmail.com	Attorney	Trusted	10/14/2020 - 02:05 EST	

Join Requests

Name or Email

Search

Name	Email	User Type	User Role	Created On	Actions
There are no join requests to this organization.					

Note: Red colored emails show a mismatch with the organization domain.

Pre-Approved Members

Email

Search

Email	Status	Created On	Actions
digger@gmail.com	PENDING	10/14/2020	Remove

- The full details of the organization will be displayed.

Full Organization Details

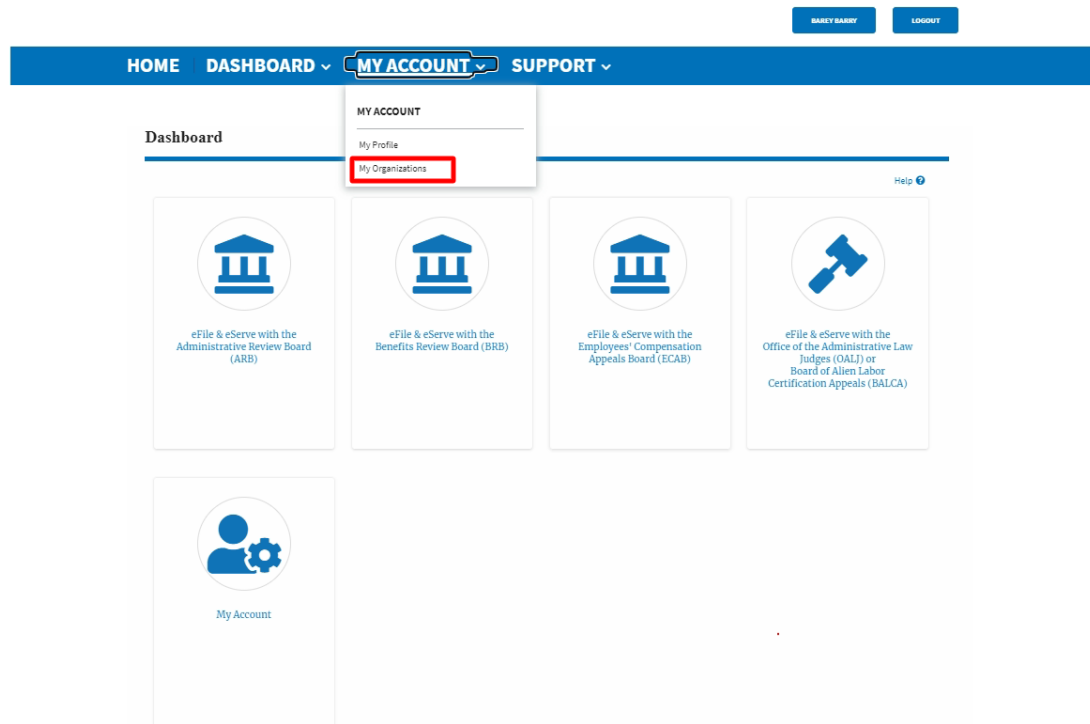
Organization Name	Wingstein and Dragger Attorneys of Law
Address	56 Constitution Ave , Peachtree City , GA 30268
Country	United States
State	Idaho
City	Chicago
Zipcode	12345
Organization Email	info@wingstein.com
Organization Type	Trusted
Website	
Administrator 1 Name	Tiju Issac
Administrator 1 Email	tijutester123@gmail.com
Administrator 1 Contact Number	1154525255
Administrator 2 Name	
Administrator 2 Email	
Administrator 2 Contact Number	



eFile and eServe

HOW DO YOU EDIT THE ORGANIZATION DETAILS?

1. Login to your account and click on the “My Account” dropdown and select “My Organization”



2. Click on the name of the organization you wish to edit.

My Organizations

My Organizations							
Add Organization		Search Organizations					
Organization	Type	Website	Contact Name	Contact Email	Contact Number	Address	Actions
Wingstein and Dragger Attorneys of Law	Trusted		Tiju Issac	tijutester123@gmail.com	1154525255	56 Constitution Ave , Peachtree City , GA 30268 , Idaho , United States	Edit



eFile and eServe

3. Click on the “Edit Organization” button to edit the organization details.

Organization Details

Name	Wingstein and Dragger Attorneys of Law
Website	
Organization Email	info@wingstein.com
Contact Name	Tiju Issac
Contact Number	1154525255
Organization Type	Trusted
Address	56 Constitution Ave , Peachtree City , GA 30268 , United States

[View More Organization Details](#)

[Add Members](#) [Edit Organization](#) [Manage Administrators](#) [Manage Mailboxes](#)

4. Click the “Edit” link on the My Organizations' main page to edit the details of the organization. Please Note: this option is available only to the administrator of the organization.

Edit Organization

[Help ?](#)

Organization Name *

Wingstein and Dragger Attorneys of Law

Country *

United States

Select country from the list.

Address 1 *

56 Constitution Ave

Address 2

Peachtree City

Address 3

GA 30268

City *

Chicago

State *

Idaho

Zip Code *

12345

Zipcode format should be : NNNNN (optionally NNNNN-NNNN) (N=Number, A=Alphabet)



eFile and eServe

Organization Email

Website

Website url should be in any valid format such as www.abc.com or abc.co or abc.us etc.

Administrator 1 & 2 name and contact numbers are prefilled from the User Profile depending on email. Please make sure that your profile is current and accurate. You can do this through the My Profile menu in the Dashboard.

Administrator 1 Email

Administrator 1 Name

Administrator 1 Contact Number


Administrator 2 Email

Administrator 2 Name

Administrator 2 Contact Number

- Click the “Save” button to save the edited details of the organization. This is the confirmation message for saving the edited details.

Organization Details

 Wingstein and Dragger Attorneys of Law has been updated.

Name	Wingstein and Dragger Attorneys of Law
Website	
Organization Email	info@wingstein.com
Contact Name	Tiju Issac
Contact Number	1154525255
Organization Type	Trusted
Address	56 Constitution Ave , Peachtree City , GA 30268 , United States



eFile and eServe

HOW DO YOU MANAGE THE ADMINISTRATORS IN THE ORGANIZATION?

1. Login to your account and access the Organization Details page and click on “Manage Administrators”

Organization Details

Name	Wingstein and Dragger Attorneys of Law	View More Organization Details
Website		
Organization Email	info@wingstein.com	
Contact Name	Tiju Issac	
Contact Number	1154525255	
Organization Type	Trusted	
Address	56 Constitution Ave , Peachtree City , GA 30268 , United States	

[Add Members](#) [Edit Organization](#) [Manage Administrators](#) [Manage Mailboxes](#)

2. Click on the “Add as Administrator” link against which member to be made the administrator.

Manage Administrators

Organization: Wingstein and Dragger Attorneys of Law

[Help](#)

Name	Email	Created On	Manage Admin
Carol Max	caroltester001@gmail.com	07/14/2020 - 03:57 EST	Add as Administrator
Joseph Joseph	rahultester002@gmail.com	07/22/2020 - 10:28 EST	Add as Administrator
Tiju Issac	tijutester123@gmail.com	10/14/2020 - 02:05 EST	



eFile and eServe



- The added administrator will have a blue person icon next to the name and a “Remove as Administrator” link also.

Manage Administrators

- ✓ Added Carol Max as an administrator.
- An email notification has been sent to Carol Max at caroltester001@gmail.com

Organization: Wingstein and Dragger Attorneys of Law

[Help ?](#)

Name	Email	Created On	Manage Admin
Carol Max 	caroltester001@gmail.com	07/14/2020 - 03:57 EST	Remove as Administrator
Joseph Joseph	rahultester002@gmail.com	07/22/2020 - 10:28 EST	
Tiju Issac 	tjutester123@gmail.com	10/14/2020 - 02:05 EST	


- To remove the administrator, click on the “Remove as Administrator” link. Hit OK on the pop-up to confirm.

Manage Administrators

- ✓ Removed Carol Max as an administrator.
- An email notification has been sent to Carol Max
- If you wish to remove the member from the organization, please click “Remove” link in the Active Members list.

[Help ?](#)

Organization: Wingstein and Dragger Attorneys of Law

Name	Email	Created On	Manage Admin
Carol Max	caroltester001@gmail.com	07/14/2020 - 03:57 EST	Add as Administrator
Joseph Joseph	rahultester002@gmail.com	07/22/2020 - 10:28 EST	Add as Administrator
Tiju Issac 	tjutester123@gmail.com	10/14/2020 - 02:05 EST	



eFile and eServe

HOW DO YOU EDIT THE USER TYPE OF A MEMBER?

1. Login to your account as an Organization administrator and navigate to the Organization page. Click on the Edit link to edit the User Type (Attorney/Individual) of the member.

Organization Details

Name	Wingstein and Dragger Attorneys of Law
Website	
Organization Email	info@wingstein.com
Contact Name	Tiju Issac
Contact Number	1154525255
Organization Type	Trusted
Address	56 Constitution Ave , Peachtree City , GA 30268 , United States

[View More Organization Details](#)[Help](#)[Add Members](#) [Edit Organization](#) [Manage Administrators](#) [Manage Mailboxes](#)

Administrators

Name	Email	User Type	User Role	Created On
Tiju Issac	tijutester123@gmail.com	Attorney	Trusted	10/14/2020 - 02:05 EST

Active Members

Name or Email

[Search](#)

Name	Email	User Type	User Role	Created On	Actions
Swetha Sunny	swethatester001@gmail.com	Attorney	Trusted	10/13/2020 - 04:29 EST	Edit Remove
Tiju Issac	tijutester123@gmail.com	Attorney	Trusted	10/14/2020 - 02:05 EST	

Join Requests

Name or Email

[Search](#)

Name	Email	User Type	User Role	Created On	Actions
There are no join requests to this organization.					

Note: Red colored emails show a mismatch with the organization domain.

Pre-Approved Members

Email

[Search](#)

Email	Status	Created On	Actions
digger@gmail.com	PENDING	10/16/2020	Remove



- The user will be directed to the Edit User Info page.

Edit User Info

Help ?

Name

Swetha Sunny

Email

swethatester001@gmail.com

User Type

Attorney

Update User

Cancel

- Change the User Type of the member and click on the Update User button.

Edit User Info

Help ?

Name

Swetha Sunny

Email

swethatester001@gmail.com

User Type

Individual

Update User

Cancel



eFile and eServe

- A confirmation message will be displayed and in the Active Members table the user type of the member changes.

Organization Details

✓ User Type updated for the profile (swethatester001@gmail.com)

Name	Wingstein and Dragger Attorneys of Law
Website	
Organization Email	info@wingstein.com
Contact Name	Tiju Issac
Contact Number	1154525255
Organization Type	Trusted
Address	56 Constitution Ave , Peachtree City , GA 30268 , United States

[View More Organization Details](#)

[Help](#)

[Add Members](#) [Edit Organization](#) [Manage Administrators](#) [Manage Mailboxes](#)

Administrators

Name	Email	User Type	User Role	Created On
Tiju Issac	tijutester123@gmail.com	Attorney	Trusted	10/14/2020 - 02:05 EST

Active Members

Name or Email

Enter Name or Email

[Search](#)

Name	Email	User Type	User Role	Created On	Actions
Swetha Sunny	swethatester001@gmail.com	Individual	Trusted	10/13/2020 - 04:29 EST	Edit Remove
Tiju Issac	tijutester123@gmail.com	Attorney	Trusted	10/14/2020 - 02:05 EST	

Join Requests

Name or Email

Enter Name or Email

[Search](#)

Name	Email	User Type	User Role	Created On	Actions
There are no join requests to this organization.					

Note: Red colored emails show a mismatch with the organization domain.

Pre-Approved Members

Email

Enter Email Address

[Search](#)

Email	Status	Created On	Actions
digger@gmail.com	PENDING	10/16/2020	Remove



eFile and eServe

HOW DO YOU REMOVE A MEMBER FROM THE ORGANIZATION?

1. Login to your account as Organization administrator and navigate to the Organization page

Organization Details

Name	Wingstein and Dragger Attorneys of Law
Website	
Organization Email	info@wingstein.com
Contact Name	Tiju Issac
Contact Number	1154525255
Organization Type	Trusted
Address	56 Constitution Ave , Peachtree City , GA 30268 , United States

View More Organization Details

Add MembersEdit OrganizationManage AdministratorsManage Mailboxes

Administrators

Name	Email	User Type	User Role	Created On
Tiju Issac	tijutester123@gmail.com	Attorney	Trusted	10/14/2020 - 02:05 EST

Active Members

Name or Email

Search

Name	Email	User Type	User Role	Created On	Actions
Carol Max	caroltester001@gmail.com	Attorney	Trusted	07/14/2020 - 03:57 EST	Edit Remove
Joseph Joseph	rahultester002@gmail.com	Attorney	Trusted	07/22/2020 - 10:28 EST	Edit Remove
Tiju Issac	tijutester123@gmail.com	Attorney	Trusted	10/14/2020 - 02:05 EST	

Join Requests

Name or Email

Search

Name	Email	User Type	User Role	Created On	Actions
There are no join requests to this organization.					

Note: Red colored emails show a mismatch with the organization domain.

Pre-Approved Members

Email

Search

Email	Status	Created On	Actions
digger@gmail.com	PENDING	10/14/2020	Remove



eFile and eServe

- Click on the “Remove” link next to the Member to be removed, a confirmation pop-up will be displayed. Confirm and see confirmation of removal.

Organization Details



- Removed Joseph Joseph from Wingstein and Dragger Attorneys of Law.
- An email notification has been sent to Joseph Joseph at rahultester002@gmail.com.
- An email notification has been sent to the organization administrator(s).

Name	Wingstein and Dragger Attorneys of Law
Website	
Organization Email	info@wingstein.com
Contact Name	Tiju Issac
Contact Number	1154525255
Organization Type	Trusted
Address	56 Constitution Ave , Peachtree City , GA 30268 , United States

[View More Organization Details](#)[Help](#)[Add Members](#) [Edit Organization](#) [Manage Administrators](#) [Manage Mailboxes](#)


Administrators

Name	Email	User Type	User Role	Created On
Tiju Issac 	tijutester123@gmail.com	Attorney	Trusted	10/14/2020 - 02:05 EST

Active Members

Name or Email

[Search](#)

Name	Email	User Type	User Role	Created On	Actions
Carol Max	caroltester001@gmail.com	Attorney	Trusted	07/14/2020 - 03:57 EST	Edit Remove
Tiju Issac 	tijutester123@gmail.com	Attorney	Trusted	10/14/2020 - 02:05 EST	

Join Requests

Name or Email

[Search](#)

Name	Email	User Type	User Role	Created On	Actions
There are no join requests to this organization.					

Note: Red colored emails show a mismatch with the organization domain.

Pre-Approved Members

Email

[Search](#)

Email	Status	Created On	Actions
digger@gmail.com	PENDING	10/14/2020	Remove



eFile and eServe

HOW TO CREATE NEW SHARED MAILBOX?

1. Login to your account as an Organization administrator and navigate to the Organization page and click on the Manage Mailboxes button.

Organization Details

Name	Wingstein and Dragger Attorneys of Law	View More Organization Details
Website		
Organization Email	info@wingstein.com	
Contact Name	Tiju Issac	
Contact Number	1154525255	
Organization Type	Trusted	
Address	56 Constitution Ave , Peachtree City , GA 30268 , United States	

[Add Members](#) [Edit Organization](#) [Manage Administrators](#) [Manage Mailboxes](#)

2. Click on the “Add Mailbox” button.

Manage Mailboxes

Organization: Wingstein and Dragger Attorneys of Law [Help](#)

[Add Mailbox](#)

Search
 [Search](#)

Name	Email	Created On	Actions
There are no mailboxes in this organization.			



eFile and eServe

3. Fill all the required data in the form and click the 'Save' button to create the mailbox.

Add Mailbox

[Help ?](#)

Name *

Email *

Agency *

☐ ARB

☐ BRB

☒ ECAB

Case Types *

Search and Select Case Types

☐ OALJ

Select any Agency

Description

XYZ

Status *

Active

Select the Status.

Save

Cancel



eFile and eServe

4. A new shared mailbox is created.

Manage Mailboxes

✓ Shared Mailbox ABCD shared mailbox has been added successfully

Help ?

Organization: Wingstein and Dragger Attorneys of Law

Add Mailbox

Search

Enter Mailbox(es)

Search

Name	Email	Created On	Actions
Shared Mailbox ABCD	sharedmailbox1@gmail.com	10/14/2020 - 02:39 EST	Edit



eFile and eServe

HOW TO ADD MEMBERS IN SHARED MAILBOX?

1. Login to your account as an Organization administrator and navigate to the Organization page and click on the Manage Mailboxes button.

Organization Details

Name	Wingstein and Dragger Attorneys of Law
Website	
Organization Email	info@wingstein.com
Contact Name	Tiju Issac
Contact Number	1154525255
Organization Type	Trusted
Address	56 Constitution Ave , Peachtree City , GA 30268 , United States

[View More Organization Details](#)

[Add Members](#)

[Edit Organization](#)

[Manage Administrators](#)

[Manage Mailboxes](#)

2. Click on the mailbox name from the table.

Manage Mailboxes

Organization: Wingstein and Dragger Attorneys of Law

[Help](#)

[Add Mailbox](#)

Search

Enter Mailbox(es)

[Search](#)

Name	Email	Created On	Actions
Shared Mailbox ABCD	sharedmailbox1@gmail.com	10/14/2020 - 02:39 EST	Edit



eFile and eServe

- The mailbox details page is displayed. Click on the “Manage Members” button.

Mailbox Details

Organization: Wingstein and Dragger Attorneys of Law

Help ?

Name	Shared Mailbox ABCD
Email	sharedmailbox1@gmail.com
Status	Active
Created On	10/14/2020 - 02:39 EST

Agency - Case Type List

ECAB
FECA

Manage Members

Name	Email	User Type	Actions
There are no users added to this mailbox.			

- Click on the Add Member link against the member to be added to the mailbox.

Manage Members

Organization: Wingstein and Dragger Attorneys of Law

Help ?

Name	Shared Mailbox ABCD
Email	sharedmailbox1@gmail.com
Status	Active
Created On	10/14/2020 - 02:39 EST

Members

Search

Enter Name or Email address

Search

Name	Email	User Type	Created On	Actions
Carol Max	caroltester001@gmail.com	Attorney	07/14/2020 - 03:57 EST	Add Member
Tiju Issac	tijutester123@gmail.com	Attorney	10/14/2020 - 02:05 EST	Add Member



eFile and eServe

5. Add Member confirmation will be displayed. Also the “Add Member” link against the added member changes to “Remove”.

Manage Members



- Added Carol Max to the mailbox Shared Mailbox ABCD
- An email notification has been sent to Carol Max at caroltester001@gmail.com.
- An email notification has been sent to the organization administrator(s).

Organization: Wingstein and Dragger Attorneys of Law

[Help](#)

Name	Shared Mailbox ABCD
Email	sharedmailbox1@gmail.com
Status	Active
Created On	10/14/2020 - 02:39 EST

Members

Search

Search

Name	Email	User Type	Created On	Actions
Carol Max	caroltester001@gmail.com	Attorney	07/14/2020 - 03:57 EST	Remove
Tiju Issac	tijutester123@gmail.com	Attorney	10/14/2020 - 02:05 EST	Add Member



eFile and eServe

HOW TO REMOVE MEMBERS FROM SHARED MAILBOX?

1. Login to your account as an Organization administrator and navigate to the Organization page and click on the Manage Mailboxes button.

Organization Details

Name	Wingstein and Dragger Attorneys of Law
Website	
Organization Email	info@wingstein.com
Contact Name	Tiju Issac
Contact Number	1154525255
Organization Type	Trusted
Address	56 Constitution Ave , Peachtree City , GA 30268 , United States

[View More Organization Details](#)[Add Members](#)[Edit Organization](#)[Manage Administrators](#)[Manage Mailboxes](#)

2. Click on the mailbox name from the table.

Manage Mailboxes

Organization: Wingstein and Dragger Attorneys of Law

[Help ?](#)[Add Mailbox](#)

Search

[Search](#)

Name	Email	Created On	Actions
Shared Mailbox ABCD	sharedmailbox1@gmail.com	10/14/2020 - 02:39 EST	Edit



eFile and eServe

- The mailbox details page is displayed. Click on the “Manage Members” button.

Mailbox Details

Organization: Wingstein and Dragger Attorneys of Law

Help ?

Name	Shared Mailbox ABCD
Email	sharedmailbox1@gmail.com
Status	Active
Created On	10/14/2020 - 02:39 EST

Agency - Case Type List

ECAB
FECA

Manage Members

Name	Email	User Type	Actions
Carol Max	caroltester001@gmail.com	Attorney	Remove

- Click on the Remove link against the member to be removed from the mailbox. a confirmation pop-up will be displayed. Confirm the pop-up.

Manage Members

Organization: Wingstein and Dragger Attorneys of Law

Help ?

Name	Shared Mailbox ABCD
Email	sharedmailbox1@gmail.com
Status	Active
Created On	10/14/2020 - 02:39 EST

Members

Search

Enter Name or Email address

Search

Name	Email	User Type	Created On	Actions
Carol Max	caroltester001@gmail.com	Attorney	07/14/2020 - 03:57 EST	Remove
Tiju Issac	tijutester123@gmail.com	Attorney	10/14/2020 - 02:05 EST	Add Member



eFile and eServe

5. Remove Member confirmation will be displayed. Also the “Remove” link against removed member changes to “Add Member”.

Manage Members

- ✓ Removed Carol Max from the mailbox Shared Mailbox ABCD
- An email notification has been sent to Carol Max at caroltester001@gmail.com.
- An email notification has been sent to the organization administrator(s).

[Help](#)

Organization: Wingstein and Dragger Attorneys of Law

Name	Shared Mailbox ABCD
Email	sharedmailbox1@gmail.com
Status	Active
Created On	10/14/2020 - 02:39 EST

Members

Search

Enter Name or Email address

Search


Name	Email	User Type	Created On	Actions
Carol Max	caroltester001@gmail.com	Attorney	07/14/2020 - 03:57 EST	Add Member
Tiju Issac	tijutester123@gmail.com	Attorney	10/14/2020 - 02:05 EST	Add Member



eFile and eServe

OVERVIEW OF ORGANIZATION EMAIL NOTIFICATIONS

1. Email Notification to Admin on 'Add Administrator' to Organization:

DOL eFile-eServe – Administrator role granted for organization - California Court Law   Inbox x

eFile/eServe Support <support@efsdev.com>
to me ▾





eFile and eServe

Dear Joseph Sunny,

You have been granted the administrator role for the organization California Court Law in the Department of Labor's (DOL) eFile and eServe system.

Administrator,
California Court Law

2. Email Notification to Admin on 'Remove Administrator' to Organization:

DOL eFile-eServe – Administrator role revoked for organization - California Court Law at josephtester0001@gmail.com   Inbox x

eFile/eServe Support <support@efsdev.com>
to me ▾



eFile and eServe

Dear Joseph Sunny,

Your administrator role for the organization California Court Law in the Department of Labor's (DOL) eFile and eServe system has been revoked.

Administrator,
California Court Law



eFile and eServe

3. Email Notification to Admin on 'Request to Join Organization' from User:

DOL eFile-eServe – Request to join organization - Wingstien and Dragger Attorneys Inbox x

eFile/eServe Support <support@efsdev.com>
to me ▾

eFile and eServe

Dear Administrator(s),

Angel George (email id: angeltester001@gmail.com) has requested to join the organization Wingstien and Dragger Attorneys.

Please click on the link below to confirm or reject the request.

<https://efstest2.mindpetal.com/dashboard/user-profile/org/10269/view>

Thank you,
Team eFile and eServe

4. Email Notification to Admin on 'Request to Join Organization - Rejected':

DOL eFile-eServe – Rejected - Request to join organization - Wingstien and Dragger Attorneys Inbox x



eFile/eServe Support <support@efsdev.com>
to me ▾



eFile and eServe

Dear Administrator(s),

The request from Angel George to join the organization Wingstien and Dragger Attorneys has been rejected.

Thank you,
eFile and eServe



eFile and eServe

5. Email Notification to User on 'Request to Join Organization - Rejected':

DOL eFile-eServe – Rejected - Request to joining organization - Wingstien and Dragger Attorneys Inbox x  

eFile/eServe Support <support@efsdev.com>
to me ▾





eFile and eServe

Dear Angel George,

Your request to join the organization Wingstien and Dragger Attorneys has been rejected because your profile details do not match our records. Please navigate to "My Profile" page on the eFile and eServe system, update your information and submit the request to join again.

Administrator,
Wingstien and Dragger Attorneys

6. Email Notification to Admin on 'Request to Join Organization - Accepted':

DOL eFile-eServe – Accepted - Request to organization - Wingstien and Dragger Attorneys Inbox x  

eFile/eServe Support <support@efsdev.com>
to me ▾



eFile and eServe

Dear Administrator(s),



The request from Angel George to join the organization Wingstien and Dragger Attorneys has been accepted.

Thank you,
eFile and eServe



eFile and eServe

7. Email Notification to User on 'Request to Join Organization - Accepted':

DOL eFile-eServe – Accepted - Request to join organization Wingstien and Dragger Attorneys Inbox x  

eFile/eServe Support <support@efsdev.com>
to me ▾

eFile and eServe

Dear Angel George,

Your request to join the organization Wingstien and Dragger Attorneys has been accepted. You may now log in to the eFile and eServe system to view organization details.

Administrator,
Wingstien and Dragger Attorneys

8. Email Notification to Admin on 'Pre-Approved Member to Organization'

DOL eFile-eServe – Rejected - Request to joining organization - Wingstien and Dragger Attorneys Inbox x  

eFile/eServe Support <support@efsdev.com>
to me ▾

eFile and eServe

Dear Angel George,



Your request to join the organization Wingstien and Dragger Attorneys has been rejected because your profile details do not match our records. Please navigate to "My Profile" page on the eFile and eServe system, update your information and submit the request to join again.

Administrator,
Wingstien and Dragger Attorneys



eFile and eServe

9. Email Notification to User on 'Pre-Approved Member to Organization':

DOL eFile-eServe – Pre-approved access to organization - Wingstien and Dragger Attorneys  
Inbox x

eFile/eServe Support <support@efsdev.com>
to me ▾



eFile and eServe

Dear simimarysam@gmail.com,


You have been pre-approved to join the organization Wingstien and Dragger Attorneys in the Department of Labor's (DOL) eFile and eServe system. The eFile and eServe system is an integrated gateway for electronic filing and serving with DOL.

To join the organization Wingstien and Dragger Attorneys, please register at eFile and eServe by clicking on the link given below:

<https://efstest2.mindpetal.com>

Administrator,
Wingstien and Dragger Attorneys

10. Email Notification to Admin on 'Add Member' to Organization:

DOL eFile-eServe – Added to organization - Wingstien and Dragger Attorneys  
Inbox x

eFile/eServe Support <support@efsdev.com>
to me ▾



eFile and eServe

Dear Administrator(s),



Angel George (email id: angeltester001@gmail.com) has been added as a member to the organization Wingstien and Dragger Attorneys in the Department of Labor's (DOL) eFile and eServe system.

Thank you,
Team eFile and eServe



eFile and eServe

11. Email Notification to User on 'Add Member' to Organization:

DOL eFile-eServe – Added to the organization - Wingstien and Dragger Attorneys Inbox x  

eFile/eServe Support <support@efsdev.com>
to me ▾



eFile and eServe



Dear Angel George,

You have been added as a member to the organization Wingstien and Dragger Attorneys in the Department of Labor's (DOL) eFile and eServe system. The eFile and eServe system is an integrated gateway for electronic filing and serving with DOL.

To view the organization Wingstien and Dragger Attorneys, please login at eFile and eServe by clicking on the link given below:

Administrator,
Wingstien and Dragger Attorneys

12. Email Notification to Admin on 'Remove Member' to Organization:

DOL eFile-eServe – Removed from organization - Wingstien and Dragger Attorneys Inbox x  

eFile/eServe Support <support@efsdev.com>
to me ▾



eFile and eServe

Dear Administrator(s),

Angel George (email id: angeltester001@gmail.com) has been removed as a member from the organization Wingstien and Dragger Attorneys in the Department of Labor's (DOL) eFile and eServe system.

Thank you,
Team eFile and eServe



eFile and eServe

13. Email Notification to User on 'Remove Member' to Organization

DOL eFile-eServe – Removed from organization - Wingstien and Dragger Attorneys Inbox x



eFile/eServe Support <support@efsdev.com>
to me ▾



eFile and eServe

Dear Angel George,

You have been removed as a member from the organization Wingstien and Dragger Attorneys in the Department of Labor's (DOL) eFile and eServe system.

Administrator,
Wingstien and Dragger Attorneys

14. Email Notification to Admin on 'Add Member to Mailbox':

DOL eFile-eServe – Member added to the shared mailbox - mathewjohn@gmail.com Inbox x



eFile/eServe Support <support@efsdev.com>
to me ▾



eFile and eServe

Dear Administrator(s),



Member Angel George has been added to the shared mailbox mathewjohn@gmail.com of your organization Wingstien and Dragger Attorneys in the Department of Labor's (DOL) eFile and eServe system.

Thank you,
eFile and eServe






eFile and eServe

15. Email Notification to Member on 'Add Member to Mailbox':

DOL eFile-eServe – Added to the shared mailbox - mathewjohn@gmail.com  

Inbox x

eFile/eServe Support <support@efsdev.com>
to me ▾

eFile and eServe

Dear Angel George,



You have been added as a member to the shared mailbox mathewjohn@gmail.com of your organization Wingstien and Dragger Attorneys in the Department of Labor's (DOL) eFile and eServe system.

To view the shared mailbox, please login at eFile and eServe by clicking on the link given below:

<https://efstest2.mindpetal.com>




Administrator,
Wingstien and Dragger Attorneys

16. Email Notification to Admin on 'Remove Member from Mailbox':

DOL eFile-eServe – Member removed from the shared mailbox -
mathewjohn@gmail.com  

Inbox x

eFile/eServe Support <support@efsdev.com>
to me ▾

eFile and eServe

Dear Administrator(s),

Member Angel George has been removed from the shared mailbox mathewjohn@gmail.com of your organization Wingstien and Dragger Attorneys in the Department of Labor's (DOL) eFile and eServe system.

Thank you,
eFile and eServe



eFile and eServe

17. Email Notification to Member on 'Remove Member from Mailbox':

DOL eFile-eServe – Removed from shared mailbox - mathewjohn@gmail.com



Inbox x

eFile/eServe Support <support@efsdev.com>
to me ▾



eFile and eServe

Dear Angel George,

You have been removed as a member from the shared mailbox mathewjohn@gmail.com of your organization Wingstien and Dragger Attorneys in the Department of Labor's (DOL) eFile and eServe system.

Administrator,
Wingstien and Dragger Attorneys



OALJ AND BALCA DASHBOARD AND FLOWS



eFile and eServe

The OALJ and BALCA dashboard displays the Office of the Administrative Law Judges (OALJ) or the Board of Alien Labor Certification Appeals (BALCA) cases.

Using the OALJ and BALCA dashboard, users can file new cases, access cases, view case details, submit filings to cases, view filings from other parties to the case, view servings from OALJ, etc.

In the case details page, users with access can see the parties on the case, the filings, and the servings to the case.

To access existing open or closed cases, use the Access Cases button to search and obtain access to the case. The accessed cases are displayed in the Accessed Cases table.

To file a new case, use the File a New Case button to submit the new case. The new case is filed by selecting the appropriate program area, sub-area, originating agency, role in the case, and relevant documents. The new case is sent to OALJ for docketing. Once approved, filings can be done on the case.

Filings can be done on cases by selecting the individual case and using the Submit a New Filing button to fill in the details. The new filing is submitted to OALJ for processing.

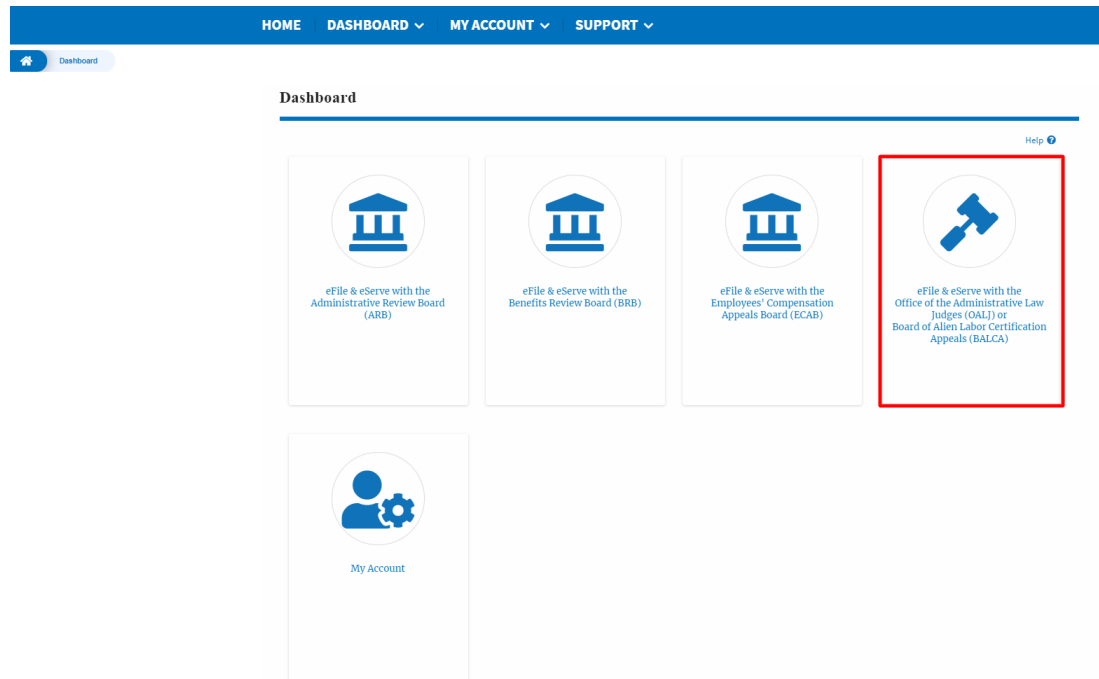
Servings to cases are sent from OALJ and will be available in the servings table for each case.



eFile and eServe

HOW TO VIEW OALJ/BALCA DASHBOARD?

1. Click on the **OALJ or BALCA** tile from the main dashboard page to access the 'OALJ or BALCA' dashboard.



2. **OALJ and BALCA** Dashboard includes buttons 'File a New Case', 'Access Cases', and 'Multi Case Filing'.

Note: **Multi Case Filing** button will only appear if at least one submitted/approved case is listed in the Request Access to Cases table.

OALJ and BALCA Dashboard



- a. The **File a New Case** button lets users file a new case with OALJ
- b. The **Access Cases** button lets the Trusted user to directly access cases.
- c. The **Multi Case Filing** button lets users file a common filing to multiple cases at the same time
- d. The **Form Templates** button lets users download templates for Notice of Appearance for the filings.



eFile and eServe

3. **OALJ and BALCA** Dashboard includes tables 'Accessed Cases', 'Cases Delegated to Me', and 'New Cases'.
- The **Accesses Cases** table lists all the cases that the user has obtained access to
 - The **Cases Delegated to Me** table lists all the cases that other attorneys in the same organization have delegated to the user.
 - The **New Cases** table lists all the new cases that the user has submitted.

OALJ and BALCA Dashboard

[File a New Case](#) [Access Cases](#) [Multi Case Filing](#) [Form Templates](#) [Help](#)

Accessed Cases

The following are the list of cases you have access to. Click on the OALJ Case Number link to view case status, access filings and servings and to submit new filings.

Showing 5 of 6 records [View More](#)

OALJ Case Number	Claimant Name	Employer Name	Status	User Type	Accessed On	Organization
2019BLA05812	McALLISTER TERRY		OPEN	AoR	11/17/2020 - 04:44 EST	Wingstein and Dragger Attorneys of Law , 56 Constitution Ave
2020BLA10720			OPEN	AoR	11/17/2020 - 03:46 EST	Wingstein and Dragger Attorneys of Law , 56 Constitution Ave
2020DCA12121			OPEN	AoR	11/17/2020 - 03:38 EST	Wingstein and Dragger Attorneys of Law , 56 Constitution Ave
2013BLA05025	SLONE MICHAEL A		CLOSED	AoR	11/17/2020 - 02:44 EST	Wingstein and Dragger Attorneys of Law , 56 Constitution Ave
2020ACA00291			OPEN	AoR	11/16/2020 - 05:11 EST	Wingstein and Dragger Attorneys of Law , 56 Constitution Ave

* All times displayed in US Eastern Timezone

Cases Delegated to Me

OALJ Case Number	Claimant Name	Status	Delegated by	Delegated On	Organization
There are no delegated cases to show.					

* All times displayed in US Eastern Timezone

New Cases

OALJ Case Number	eFile Number	Originating Agency	Reference Number	Status	Last Updated On	Details
There are no cases that you have filed through this system.						

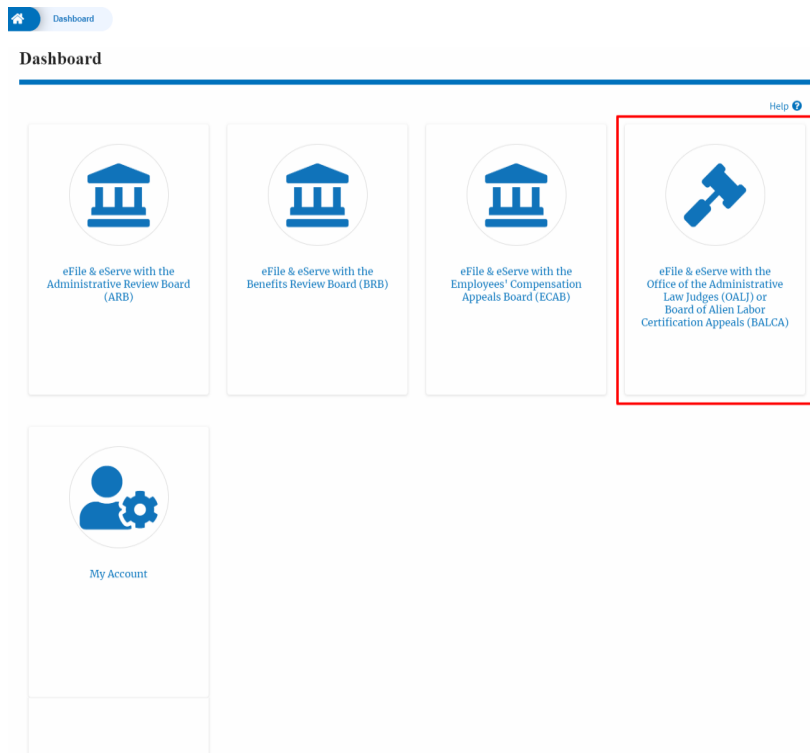
* All times displayed in US Eastern Timezone



eFile and eServe

HOW TO ACCESS CASES THROUGH FORM SUBMISSION?

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.



2. Click on the **Access Cases** button.





eFile and eServe

3. Search for any case using any relevant string and using filter options and click on the **Add to Dashboard** button that is displayed only if one of the cases is selected.

Dashboard OALJ and BALCA Dashboard Search Cases

Search Cases

Search Cases
2012LHC02015
You can search using OALJ Case Number, Claimant Name, Agency Reference Number

Advanced Filter
OALJ Case Number **Claimant Name**
Search OALJ Case Number Search Claimant Name
OALJ Case Number format should be YYYYCaseTypeCodeNNNNN
You can further filter the search using Case Number, Claimant Name, Agency Reference Number.

Search Clear Selection and Filters Clear Filters **Add to Dashboard**

Search Results

Select Cases	Case Number
<input checked="" type="checkbox"/>	2012LHC02015

Add to Dashboard

4. Select the **eFiler's organization** and click on the **Submit** button.

Dashboard OALJ and BALCA Dashboard Access Cases

Access Cases

Back to Search Reset

	OALJ Case Number	Decision Date	Claimant
<input checked="" type="checkbox"/>	2012LHC02015		BARY LARRY W.

eFiler's Organization
OALJ Filings Testing, 200 Constitution Avenue, NW

Submit Cancel



eFile and eServe

5. The accessed case will be shown in your **Accessed Cases** table with the **Observer** User Type along with a confirmation message.

[Dashboard](#) [OALJ and BALCA Dashboard](#)

OALJ and BALCA Dashboard

The case has been added to your list of cases. [2012LHC02015]

[File a New Case](#) [Access Cases](#) [Multi Case Filing](#)

[Help](#)

Accessed Cases

The following are the list of cases you have access to. Click on the OALJ Case Number link to view case status, access filings and servings and to submit new filings.

Showing 5 of 16 records [View More](#)

OALJ Case Number	Claimant Name	Employer Name	Status	User Type	Accessed On	Organization
2012LHC02015	BARY LARRY W.		OPEN	Observer	09/15/2020 - 01:35 EST	OALJ Filings Testing , 200 Constitution Avenue, NW

- a. Click on **View More** button to view all the accessed cases.

Accessed Cases

The following are the list of cases you have access to. Click on the OALJ Case Number link to view case status, access filings and servings and to submit new filings.

Showing 5 of 16 records [View More](#)

OALJ Case Number	Claimant Name	Employer Name	Status	User Type	Accessed On	Organization
2012LHC02015	BARY LARRY W.		OPEN	Observer	09/15/2020 - 01:35 EST	OALJ Filings Testing , 200 Constitution Avenue, NW

6. All the accessed cases will be listed on the **Accessed Cases** page.

[Dashboard](#) [OALJ and BALCA Dashboard](#) [Accessed Cases](#)

Accessed Cases

The following are the list of cases you have access to. Click on the OALJ Case Number link to view case status, access filings and servings and to submit new filings.

[Help](#)

Case Number

Claimant Name

[Apply](#)

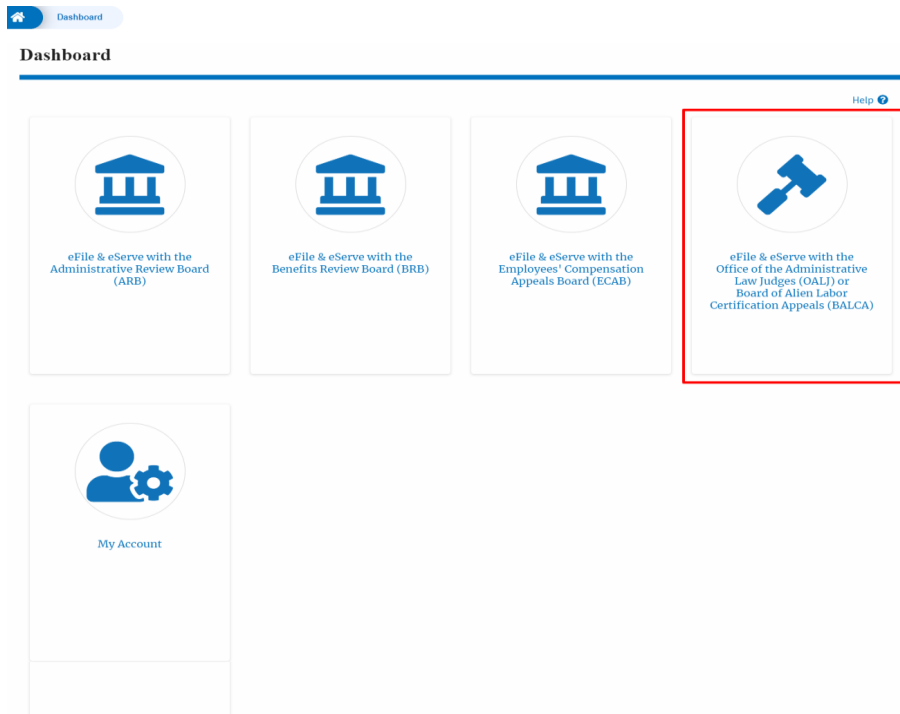
OALJ Case Number	Claimant Name	Employer Name	Status	User Type	Accessed On	Organization
2012LHC02015	BARY LARRY W.		OPEN	Observer	09/15/2020 - 01:35 EST	OALJ Filings Testing, 200 Constitution Avenue, NW



eFile and eServe

HOW TO ACCESS CASES DIRECTLY?

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.



2. Click on the **Access Cases** button.



3. Search any case and click on the <OALJ Case Number> displayed.



eFile and eServe

[Dashboard](#) [OALJ and BALCA Dashboard](#) [Search Cases](#)

Search Cases

Search Cases
2012AIR00014
You can search using OALJ Case Number, Claimant Name, Agency Reference Number

▼ Advanced Filter

OALJ Case Number ?
Search OALJ Case Number
OALJ Case Number format should be YYYYCaseTypeCodeNNNNN

Claimant Name
Search Claimant Name

You can further filter the search using Case Number, Claimant Name, Agency Reference Number.

[Search](#) [Clear Selection and Filters](#) [Clear Filters](#)

Search Results

Select Cases	Case Number
<input type="checkbox"/>	2012AIR00014

4. Select the required organization and click on the **Add to Dashboard** button.

[Dashboard](#) [OALJ and BALCA Dashboard](#) [Case Details](#)

Case Details

Summary

eFile Case Number	EFS-OALJ-2007-200097
OALJ Case Number	2012AIR00014
Agency Reference #	9-3290-12-001
Case Type	AIR
Case Type Group	WHISTLE BL
ALJ Decision Date	12/27/2018 - 00:00 EST
Claimant Name	MAWHINNEY ROBERT S.
Employer Name	
Status	CLOSED
Docketed Date	07/11/2020 - 13:21 EST

Organization
OALJ Filings Testing, 200 Constitution Avenue, NW
[Add to Dashboard](#)



eFile and eServe

5. The case details page will show a confirmation message.

Dashboard OALJ and BALCA Dashboard Case Details

Case Details

✓ Case successfully added to the dashboard

Summary

eFile Case Number	EFS-OALJ-2007-200097
OALJ Case Number	2012AIR00014
Agency Reference #	9-3290-12-001
Case Type	AIR
Case Type Group	WHISTLE BL
ALJ Decision Date	12/27/2018 - 00:00 EST
Claimant Name	MAWHINNEY ROBERT S.
Employer Name	
Status	CLOSED
Docketed Date	07/11/2020 - 13:21 EST

Remove From My Dashboard Make Attorney of Record

6. Click on the **OALJ and BALCA Dashboard** breadcrumb to go to the case dashboard.

Dashboard **OALJ and BALCA Dashboard** Case Details

Case Details

7. The accessed case will be shown in your **Accessed Cases** table with the **Observer** User Type.

Dashboard OALJ and BALCA Dashboard

File a New Case Access Cases Multi Case Filing Help ?

Accessed Cases

The following are the list of cases you have access to. Click on the OALJ Case Number link to view case status, access filings and servings and to submit new filings.

Showing 5 of 16 records View More

OALJ Case Number	Claimant Name	Employer Name	Status	User Type	Accessed On	Organization
2012AIR00014	MAWHINNEY ROBERT S.		CLOSED	Observer	09/15/2020 - 02:48 EST	OALJ Filings Testing , 200 Constitution Avenue, NW



eFile and eServe

8. Click on **View More** button to view all the accessed cases.

Accessed Cases

The following are the list of cases you have access to. Click on the OALJ Case Number link to view case status, access filings and servings and to submit new filings.

Showing 5 of 16 records

[View More](#)

OALJ Case Number	Claimant Name	Employer Name	Status	User Type	Accessed On	Organization
2012AIR00014	MAWHINNEY ROBERT S.		CLOSED	Observer	09/15/2020 - 02:48 EST	OALJ Filings Testing, 200 Constitution Avenue, NW

9. All the accessed cases will be listed on the **Accessed Cases** page.



Accessed Cases

The following are the list of cases you have access to. Click on the OALJ Case Number link to view case status, access filings and servings and to submit new filings.

[Help](#)

Case Number	Claimant Name	Apply
<input type="text" value="Search Case Number"/>	<input type="text" value="Search Claimant Name"/>	

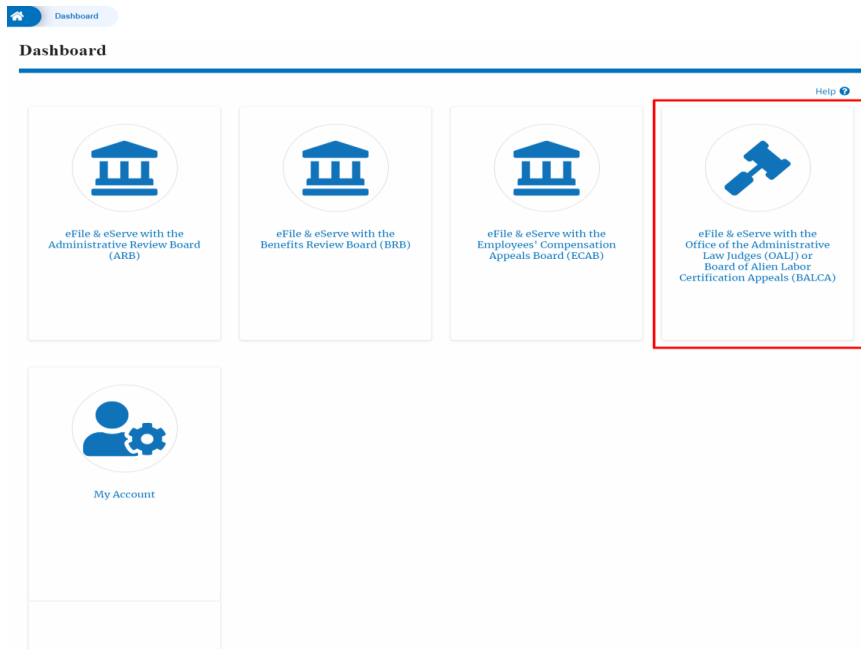
OALJ Case Number	Claimant Name	Employer Name	Status	User Type	Accessed On	Organization
2012AIR00014	MAWHINNEY ROBERT S.		CLOSED	Observer	09/15/2020 - 02:48 EST	OALJ Filings Testing, 200 Constitution Avenue, NW



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.



2. Click on any OALJ Case Number from the **Accessed Cases, Cases Delegated to Me** or **New Cases** tables.

OALJ and BALCA Dashboard

File a New Case Access Cases Multi Case Filing Help ?

Accessed Cases

The following are the list of cases you have access to. Click on the OALJ Case Number link to view case status, access filings and servings and to submit new filings.

Showing 3 of 3 records View More

OALJ Case Number	Claimant Name	Employer Name	Status	User Type	Accessed On	Organization
2019BLA05193	ROMERO ALEX A		OPEN	AoR	08/19/2020 - 12:18 EST	Gretas Attorneys at Law , 3691 Honeysuckle Lane
2013MSA00068	MSHA		OPEN	AoR	08/18/2020 - 01:44 EST	Gretas Attorneys at Law , 3691 Honeysuckle Lane
2015BLA05761	CLUTTER JAMES W.		CLOSED	AoR	08/17/2020 - 11:46 EST	Gretas Attorneys at Law , 3691 Honeysuckle Lane

* All times displayed in US Eastern Timezone



eFile and eServe

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

Case Details

Summary

[Help ?](#)

eFile Case Number	EFS-OALJ-2008-200745
OALJ Case Number	2019BLA05193
Agency Reference #	BPW76-2016042
Case Type	BLA
Case Type Group	BLACK LUNG
ALJ Decision Date	
Claimant Name	ROMERO ALEXA
Employer Name	
Status	OPEN
Docketed Date	07/11/2020 - 13:21 EST

[Submit a New Filing](#)[Remove From My Dashboard](#)[Remove Attorney of Record](#)[Delegate Access](#)

Filings

Showing 4 of 4 records [View More +](#)

Filing Category	Filing Type	Filed Documents	eFile Number	Status	Filed By	Last Updated On	Details
Evidence	Proposed Hearing Exhibit	File 3_36.pdf	OALJ-2008-501556	APPROVED	Maria Holden	08/19/2020 - 14:12 EST	View
Evidence	Post-Hearing Submission	File 3_35.pdf	OALJ-2008-501551	APPROVED	Jari Anderson	08/19/2020 - 13:20 EST	View
Evidence	Proposed Hearing Exhibit	File 3_34.pdf	OALJ-2008-501550	APPROVED	Devin Hamburg	08/19/2020 - 13:11 EST	View
Evidence	Pre-Hearing Submission	File 1_15.pdf	OALJ-2008-501548	APPROVED	Simon Greta	08/19/2020 - 12:46 EST	View

* All times displayed in US Eastern Timezone

Documents Served by OALJ

Showing 5 of 7 records [View More +](#)

File type	Description	File Name	eFile Number	Issued On	Served On	Accessed On	Notified On
Settlement Judge Assignment	Judge Settlement	JudgeSettlement.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		
Hearing Cancelled	Hearing Cancelled test	hearingcancel.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST	08/19/2020 - 15:42 EST	
Notice of Hearing	Notice of Hearing test	hearingnotice.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		
Hearing Rescheduled	Hearing Rescheduled test	hearingreschedule.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		
Hearing Continued	Hearing Continued test	hearing.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		

* All times displayed in US Eastern Timezone

Parties with Access

Showing 2 of 2 records [View More +](#)

Name	Address	Role in the Case	Organization
Simon Greta	3506 Marion Street, Vermont, United States, Washington, 36432	Department Of Labor	Gretas Attorneys at Law, 3691 Honeysuckle Lane
Maria Holden	4398 Barfield Lane, STARK TOWER TOWN, United States, Illinois, 99501	Attorney For Claimant/Complainant/Prosecuting Party	Devin Hamburg & Associates LLC, 3765 Hidden Valley Road

Delegated Users

Showing 2 of 2 records [View More +](#)

Name	Address	Delegated By	Organization
Helen King	3112 South Street, CHeserson town, United States, California, 43234	Simon Greta	Gretas Attorneys at Law, 3691 Honeysuckle Lane
Samantha Stiden	574 Postell Rd, Mineral Bluff,, Kershaw, United States, Indiana, 76343	Simon Greta	Gretas Attorneys at Law, 3691 Honeysuckle Lane



eFile and eServe

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

Case Details

Summary	
eFile Case Number	EFS-OALJ-2008-200745
OALJ Case Number	2019BLA05193
Agency Reference #	BPW76-2016042
Case Type	BLA
Case Type Group	BLACK LUNG
ALJ Decision Date	
Claimant Name	ROMERO ALEX A
Employer Name	
Status	OPEN
Docketed Date	07/11/2020 - 13:21 EST

[Submit a New Filing](#) [Remove From My Dashboard](#) [Remove Attorney of Record](#) [Delegate Access](#)

- The case details page includes buttons **Submit a New Filing**, **Remove From My Dashboard**, **Remove Attorney of Record/Make Attorney of Record**, and **Delegate Access**.
 - '**Submit a New Filing**' button is to bring up the form to submit a new filing related to the case.
 - '**Remove from My Dashboard**' button is to bring up the page that lets you remove the case from your OALJ dashboard
 - 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.
 - The "**Make Attorney of Record**" button converts the observer to a party to the case. The "Remove Attorney of Record" button makes the trusted user an observer on the case once again.

Case Details

Summary

eFile Case Number	EFS-OALJ-2008-200745
OALJ Case Number	2019BLA05193
Agency Reference #	BPW76-2016042
Case Type	BLA
Case Type Group	BLACK LUNG
ALJ Decision Date	
Claimant Name	ROMERO ALEX A
Employer Name	
Status	OPEN
Docketed Date	07/11/2020 - 13:21 EST

[Submit a New Filing](#) [Remove From My Dashboard](#) [Remove Attorney of Record](#) [Delegate Access](#)



eFile and eServe

6. The case details page includes tables **Filings**, **Documents Served by OALJ**, **Parties with Access**, and **Delegated Users**.
- Filings** table lists all the Filings you have done related to this case.
 - Documents Served by OALJ** table lists all the servings issued by OALJ on the case.
 - Parties with Access** table lists all the parties that have access to this case.
 - 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.

Filings							
				Showing 4 of 4 records		View More	
Filing Category	Filing Type	Filed Documents	eFile Number	Status	Filed By	Last Updated On	Details
Evidence	Proposed Hearing Exhibit	File 3_36.pdf	OALJ-2008-001356	APPROVED	Marie Holden	08/19/2020 - 14:12 EST	View
Evidence	Post-Hearing Submission	File 3_33.pdf	OALJ-2008-001351	APPROVED	Jeri Anderson	08/19/2020 - 13:20 EST	View
Evidence	Proposed Hearing Exhibit	File 3_34.pdf	OALJ-2008-001350	APPROVED	Devin Hamburg	08/19/2020 - 13:11 EST	View
Evidence	Pre-Hearing Submission	File 1_15.pdf	OALJ-2008-001348	APPROVED	Simon Greta	08/19/2020 - 12:48 EST	View

Documents Served by OALJ							
				Showing 5 of 7 records		View More	
File type	Description	File Name	eFile Number	Issued On	Served On	Accessed On	Notified On
Settlement Judge Assignment	Judge Settlement	JudgeSettlement.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:33 EST	08/19/2020 - 02:10 EST		
Hearing Cancelled	Hearing Cancelled test	hearingcancel.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:33 EST	08/19/2020 - 02:10 EST	08/19/2020 - 13:42 EST	
Notice of Hearing	Notice of Hearing test	hearingnotice.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:33 EST	08/19/2020 - 02:10 EST		
Hearing Rescheduled	Hearing Rescheduled test	hearingreschedule.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:33 EST	08/19/2020 - 02:10 EST		
Hearing Continued	Hearing Continued test	hearing.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:33 EST	08/19/2020 - 02:10 EST		

* All times displayed in US Eastern Timezone

Parties with Access			
		Showing 2 of 2 records	
		View More	
Name	Address	Role in the Case	Organization
Simon Greta	3506 Marion Street, Vermont, United States, Washington, 36432	Department Of Labor	Gretas Attorneys at Law, 3691 Honeysuckle Lane
Marie Holden	4398 Barfield Lane, STARK TOWER TOWN, United States, Illinois, 99501	Attorney For Claimant/Complainant/Prosecuting Party	Devin Hamburg & Associates LLC, 3783 Hidden Valley Road

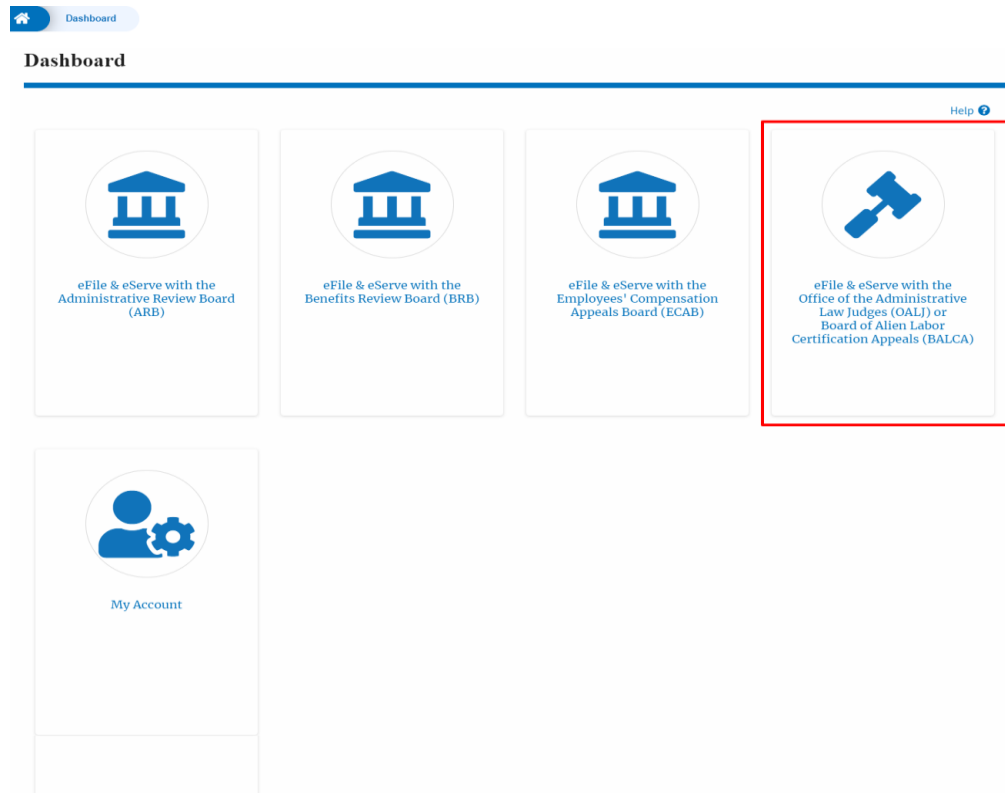
Delegated Users			
		Showing 2 of 2 records	
		View More	
Name	Address	Delegated By	Organization
Helen King	3112 South Street, Cheserson town, United States, California, 43234	Simon Greta	Gretas Attorneys at Law, 3691 Honeysuckle Lane
Samantha Stiden	374 Postell Rd, Mineral Bluff, Kershaw, United States, Indiana, 76342	Simon Greta	Gretas Attorneys at Law, 3691 Honeysuckle Lane



eFile and eServe

HOW TO MAKE THE USER ATTORNEY OF RECORD?

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.



2. Click on an OALJ Case Number with the **Observer** User Type.

The screenshot shows the 'OALJ and BALCA Dashboard' with a 'Dashboard' tab selected. Below the tab, there are three buttons: 'File a New Case', 'Access Cases', and 'Multi Case Filing'. The 'Access Cases' button is highlighted. Below the buttons, there is a section titled 'Accessed Cases' with a description: 'The following are the list of cases you have access to. Click on the OALJ Case Number link to view case status, access filings and servings and to submit new filings.' Below this description is a table showing 5 of 16 records. The first record is highlighted with a red box.

OALJ Case Number	Claimant Name	Employer Name	Status	User Type	Accessed On	Organization
2012AIR00014	MAWHINNEY ROBERT S.		CLOSED	Observer	09/15/2020 - 02:48 EST	OALJ Filings Testing , 200 Constitution Avenue, NW



- The case details page will be displayed with **Remove From My Dashboard** and **Make Attorney of Record** buttons.

Summary

eFile Case Number	EFS-OALJ-2007-200097
OALJ Case Number	2012AIR00014
Agency Reference #	9-3290-12-001
Case Type	AIR
Case Type Group	WHISTLE BL
ALJ Decision Date	12/27/2018 - 00:00 EST
Claimant Name	MAWHINNEY ROBERT S.
Employer Name	
Status	CLOSED
Docketed Date	07/11/2020 - 13:21 EST

[Remove From My Dashboard](#)[Make Attorney of Record](#)

- Click on the **Make Attorney of Record** button.



Case Details

Summary

eFile Case Number	EFS-OALJ-2007-200097
OALJ Case Number	2012AIR00014
Agency Reference #	9-3290-12-001
Case Type	AIR
Case Type Group	WHISTLE BL
ALJ Decision Date	12/27/2018 - 00:00 EST
Claimant Name	MAWHINNEY ROBERT S.
Employer Name	
Status	CLOSED
Docketed Date	07/11/2020 - 13:21 EST

[Remove From My Dashboard](#)[Make Attorney of Record](#)



eFile and eServe

- The case details page is displayed with **Submit a New Filing**, **Remove From My Dashboard**, **Remove Attorney of Record**, and **Delegate Access** buttons along with a confirmation message.

The screenshot shows the 'Case Details' page. At the top, there is a breadcrumb navigation bar with links: Home, Dashboard, OALJ and BALCA Dashboard, and Case Details. Below the breadcrumb, the title 'Case Details' is displayed. A green checkmark icon and the text 'You are now an Attorney of Record.' are shown. A 'Help' link is visible. Below this is a 'Summary' section containing a table with case information.

eFile Case Number	EFS-OALJ-2007-200097
OALJ Case Number	2012AIR00014
Agency Reference #	9-3290-12-001
Case Type	AIR
Case Type Group	WHISTLE BL
ALJ Decision Date	12/27/2018 - 00:00 EST
Claimant Name	MAWHINNEY ROBERT S.
Employer Name	
Status	CLOSED
Docketed Date	07/11/2020 - 13:21 EST

Below the table are four buttons: 'Submit a New Filing', 'Remove From My Dashboard', 'Remove Attorney of Record', and 'Delegate Access'.

- Click on the **OALJ and BALCA Dashboard** breadcrumb to go to the case dashboard.

The screenshot shows the breadcrumb navigation bar with the following links: Home, Dashboard, **OALJ and BALCA Dashboard** (highlighted with a red box), and Case Details.

Case Details

- The accessed case will be shown in your **Accessed Cases** table with the **AoR** User Type.



eFile and eServe

OALJ and BALCA Dashboard

[File a New Case](#)

[Access Cases](#)

[Multi Case Filing](#)

[Help](#)

Accessed Cases

The following are the list of cases you have access to. Click on the OALJ Case Number link to view case status, access filings and servings and to submit new filings.

Showing 5 of 16 records [View More](#)

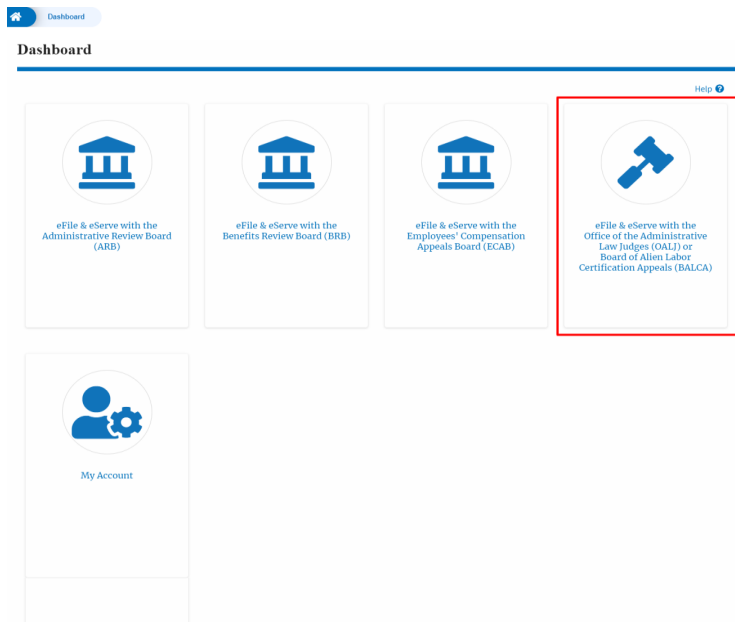
OALJ Case Number	Claimant Name	Employer Name	Status	User Type	Accessed On	Organization
2012AIR00014	MAWHINNEY ROBERT S.		CLOSED	AoR	09/15/2020 - 02:48 EST	OALJ Filings Testing , 200 Constitution Avenue, NW



eFile and eServe

HOW TO DO REMOVE ATTORNEY OF RECORD?

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.



2. Click on an OALJ Case Number with the **AoR** User Type.

The screenshot shows the 'OALJ and BALCA Dashboard' with a 'Dashboard' tab selected. There are three buttons: 'File a New Case', 'Access Cases', and 'Multi Case Filing'. Below these buttons is the 'Accessed Cases' section, which contains a list of cases. The first case, '2012AIR00014', is highlighted with a red border. The table below shows the details of the accessed cases.

OALJ Case Number	Claimant Name	Employer Name	Status	User Type	Accessed On	Organization
2012AIR00014	MAWHINNEY ROBERT S.		CLOSED	AoR	09/15/2020 - 02:48 EST	OALJ Filings Testing , 200 Constitution Avenue, NW



eFile and eServe

3. The case details page is displayed with **Submit a New Filing**, **Remove From My Dashboard**, **Remove Attorney of Record**, and **Delegate Access** buttons.

Summary

[Help ?](#)

eFile Case Number	EFS-OALJ-2007-200097
OALJ Case Number	2012AIR00014
Agency Reference #	9-3290-12-001
Case Type	AIR
Case Type Group	WHISTLE BL
ALJ Decision Date	12/27/2018 - 00:00 EST
Claimant Name	MAWHINNEY ROBERT S.
Employer Name	
Status	CLOSED
Docketed Date	07/11/2020 - 13:21 EST

[Submit a New Filing](#)[Remove From My Dashboard](#)[Remove Attorney of Record](#)[Delegate Access](#)

4. Click on **Remove Attorney of Record** button.



Summary

eFile Case Number	EFS-OALJ-2007-200097
OALJ Case Number	2012AIR00014
Agency Reference #	9-3290-12-001
Case Type	AIR
Case Type Group	WHISTLE BL
ALJ Decision Date	12/27/2018 - 00:00 EST
Claimant Name	MAWHINNEY ROBERT S.
Employer Name	
Status	CLOSED
Docketed Date	07/11/2020 - 13:21 EST

[Submit a New Filing](#)[Remove From My Dashboard](#)[Remove Attorney of Record](#)[Delegate Access](#)



eFile and eServe

5. The case details page will displayed with **Remove From My Dashboard** and **Make Attorney of Record** buttons along with a confirmation message.

Dashboard OALJ and BALCA Dashboard Case Details

Case Details

✓ You have been removed as Attorney of Record from this case.

Summary

eFile Case Number	EFS-OALJ-2007-200097
OALJ Case Number	2012AIR00014
Agency Reference #	9-3290-12-001
Case Type	AIR
Case Type Group	WHISTLE BL
ALJ Decision Date	12/27/2018 - 00:00 EST
Claimant Name	MAWHINNEY ROBERT S.
Employer Name	
Status	CLOSED
Docketed Date	07/11/2020 - 13:21 EST

Remove From My Dashboard Make Attorney of Record

6. Click on the **OALJ and BALCA Dashboard** breadcrumb to go to the case dashboard.

Dashboard **OALJ and BALCA Dashboard** Case Details

Case Details

7. The accessed case will be shown in your **Accessed Cases** table with the **Observer** User Type.

Dashboard OALJ and BALCA Dashboard

File a New Case Access Cases Multi Case Filing Help

OALJ and BALCA Dashboard

Accessed Cases

The following are the list of cases you have access to. Click on the OALJ Case Number link to view case status, access filings and servings and to submit new filings.

Showing 5 of 16 records View More

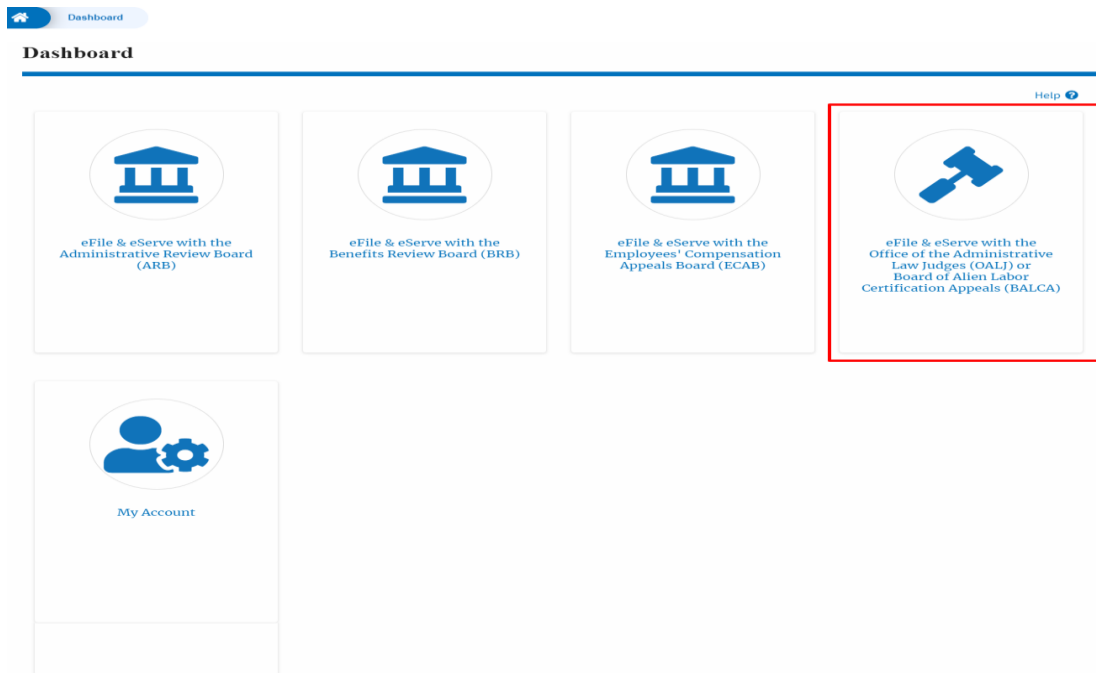
OALJ Case Number	Claimant Name	Employer Name	Status	User Type	Accessed On	Organization
2012AIR00014	MAWHINNEY ROBERT S.		CLOSED	Observer	09/15/2020 - 02:48 EST	OALJ Filings Testing, 200 Constitution Avenue, NW



eFile and eServe

HOW TO FILE A NEW CASE?

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.



2. Click on the **File a New Case** button.





eFile and eServe

3. File a new case by filling out the mandatory fields and selecting the required organization and click on the **Submit to DOL** button after selecting the redaction box.

New Case to OALJ or BALCA

[Form Templates](#) [Help](#)

[Instructions for Filing Under Seal](#) [Instructions for Filing by Amicus Curiae](#)

Your profile will be sent with the request. Please make sure that your profile is current and accurate. You can do this through the My Profile menu in the Dashboard.

IMPORTANT NOTICE: EFILE.DOL.GOV filings are visible to other registered filers in a case. If you need to file a document with OALJ or the Boards that should not be viewed by other parties, you **MUST NOT FILE USING THE EFILE.DOL.GOV GATEWAY**. Rather, consult the following [guide](#) for such confidential filings

Filing Type *

Request for Hearing or Request for Administrative Review

Program Area *

- Select a value -

Program Sub Area

- None -

Originating Agency *

- None -

Sub Agency

- None -

Agency Reference Number

Enter Agency Reference Number

Your Role in the Case *

- Select a value -

▼ **Decision Document From Originating Agency (e.g., OWCP, OSHA, Wage and Hour Division, Etc.)**

Only files with the following extensions are allowed: pdf, jpeg, doc, docx, xls,xlsx, txt, rtf and size should be less than 200MB

Add a File *

[Choose Files](#) No file chosen

Certificate of Service *

[Choose File](#) No file chosen

Only files with the following extensions are allowed: pdf, jpeg, doc, docx, xls, xlsx, txt, rtf and size should be less than 200MB

IMPORTANT NOTICE FOR REDACTION RESPONSIBILITY

All filers must redact filings in compliance with 29 C.F.R. § 18.31. This regulation generally requires redaction of:

- Social Security numbers
- Taxpayer-identification numbers
- Dates of birth
- Names of minor children
- Financial account numbers

This requirement applies to all documents being filed, including exhibits and attachments

☒ I understand that I must comply with the redaction rules. I have read this notice.

[Submit to DOL](#) [Cancel](#)



eFile and eServe

Note 1: Click on the "Form Templates" to download "Notice of Appearance" templates for Attorneys, Non-Attorney Representatives, and Self Represented Party.

Note 2: If you are doing a confidential filing, click on the "Instructions for Filing Under Seal" for details on how to do the filing.

Note 3: If you are filing as an Amicus Curiae, click on the "Instructions for Filing by Amicus Curiae" for details on how to do the filing.

- The submitted case will be shown in your **New Cases** table with the **SUBMITTED** status.

New Cases

The following are the cases you have created. Click on the OALJ Case Number link to access case filings and servings and to submit new filings.

Showing 1 of 1 records [View More](#)

OALJ Case Number	eFile Number	Originating Agency	Reference Number	Status	Last Updated On	Details
Pending Assignment	OALJ-2009-510203	Employment and Training Administration (ETA)		SUBMITTED	09/14/2020 - 05:09 EST	View

- Click on **View More** button to view all the new cases.

New Cases

The following are the cases you have created. Click on the OALJ Case Number link to access case filings and servings and to submit new filings.

Showing 1 of 1 records [View More](#)

OALJ Case Number	eFile Number	Originating Agency	Reference Number	Status	Last Updated On	Details
Pending Assignment	OALJ-2009-510203	Employment and Training Administration (ETA)		SUBMITTED	09/14/2020 - 05:09 EST	View

- All the submitted cases will be listed on the **New Cases** page.

[Dashboard](#) [OALJ and BALCA Dashboard](#) [New Cases](#)

New Cases

The following are the cases you have created. Click on the OALJ Case Number link to access case filings and servings and to submit new filings. [Help](#)

Case Number or eFile Number

Originating Agency

Agency Reference Number

Status

Access Status

[Apply](#)

OALJ Case Number	eFile Number	Originating Agency	Reference Number	Status	Access Status	Last Updated On	Details
Pending Assignment	OALJ-2009-510203	Employment and Training Administration (ETA)		SUBMITTED	SUBMITTED	09/14/2020 - 05:09 EST	View



eFile and eServe

- Click on the **View** link under the **Details** column header for navigating to the **Case Details** page.

[Home](#) [Dashboard](#) [OALJ and BALCA Dashboard](#) [New Cases](#)

New Cases

The following are the cases you have created. Click on the OALJ Case Number link to access case filings and servings and to submit new filings. [Help ?](#)

Case Number or eFile Number

Originating Agency

Agency Reference Number

Status

Access Status

Apply

OALJ Case Number	eFile Number	Originating Agency	Reference Number	Status	Access Status	Last Updated On	Details
Pending Assignment	OALJ-2009-510203	Employment and Training Administration (ETA)		SUBMITTED	SUBMITTED	09/14/2020 - 05:09 EST	View

- The user is displayed with the case details in a popup and can download by clicking on the document links which are submitted by the user.

[HOME](#) [DASHBOARD](#) [OALJ and BALCA Dashboard](#)

New Cases

The following are the cases you have created. Click on the OALJ Case Number link to access case filings and servings and to submit new filings. [Help ?](#)

Case Number or eFile Number

Access Status

Case Details

OALJ Case Number: Pending Assignment

eFile Case Number: EFS-OALJ-2009-208944

eFile Number: OALJ-2009-510203

Filing Type: Request for Hearing or Request for Administrative Review

Originating Agency: Employment and Training Administration (ETA)

Your Role in the Case: Respondent/Defendant/Employer (Self-represented)

Certificate of Service: [Test_37.pdf](#)

Notice of Appearance: [rtf-sample_100kB_0.rtf](#)

Decision Document from Originating Agency: [rtf-sample_100kB.rtf](#)

Organization: Test Aaron Orga, Test address 12

Case Status: SUBMITTED

Access Status: SUBMITTED

Submitted On: 09/14/2020 - 05:09 EST

Last Updated On: 09/14/2020 - 05:09 EST

Status Update Log

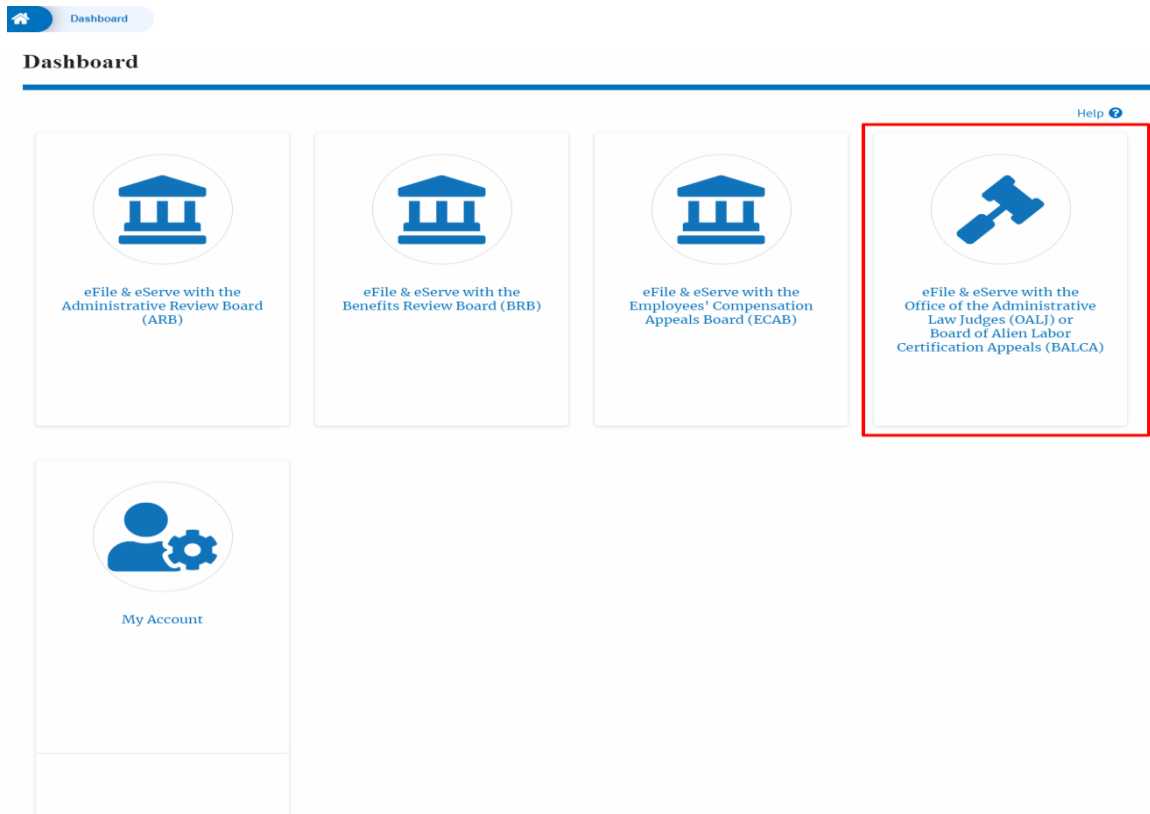
eFile Number	eFile Status	Comment	Updated On
OALJ-2009-510203	SUBMITTED	New case has been submitted.	09/14/2020 - 05:09 EST



eFile and eServe

HOW TO SUBMIT A NEW FILING TO OALJ?

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.



2. Click on an OALJ Case Number with the **AoR** User Type.

OALJ and BALCA Dashboard

The screenshot shows the "OALJ and BALCA 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 four large tiles, each with a blue icon and text. 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, which is highlighted with a red border, is for eFile & eServe with the Office of the Administrative Law Judges (OALJ) or Board of Alien Labor Certification Appeals (BALCA). Below these tiles is a "My Account" tile with a person and gear icon. A "Help" link is visible in the top right corner of the dashboard area.

File a New Case Access Cases Multi Case Filing Form Templates Help

Accessed Cases

The following are the list of cases you have access to. Click on the OALJ Case Number link to view case status, access filings and servings and to submit new filings.

Showing 5 of 8 records View More

OALJ Case Number	Claimant Name	Employer Name	Status	User Type	Accessed On	Organization
2012AIR00014	MAWHINNEY ROBERT S.		CLOSED	Observer	11/23/2020 - 02:04 EST	Wingstein and Dragger Attorneys of Law , 56 Constitution Ave



eFile and eServe

3. Click on the **Submit a New Filing** button. The user is navigated to **New Filing to the OALJ** page.

Summary

eFile Case Number	EFS-OALJ-2007-200097
OALJ Case Number	2012AIR00014
Agency Reference #	9-3290-12-001
Case Type	AIR
Case Type Group	WHISTLE BL
ALJ Decision Date	12/27/2018 - 00:00 EST
Claimant Name	MAWHINNEY ROBERT S.
Employer Name	
Status	CLOSED
Docketed Date	07/11/2020 - 13:21 EST



[Submit a New Filing](#)[Remove From My Dashboard](#)[Remove Attorney of Record](#)[Delegate Access](#)



eFile and eServe

- The user selects the **Filing Category** and its **Filing Type** and uploads the mandatory field and clicks on the **Submit to the DOL** button.

New Filing to OALJ

[Form Templates](#)  [Help](#) 

[Instructions for Filing Under Seal](#) [Instructions for Filing by Amicus Curiae](#)

IMPORTANT NOTICE: EFILE.DOL.GOV filings are visible to other registered efilers in a case. If you need to file a document with OALJ or the Boards that should not be viewed by other parties, you **MUST NOT FILE USING THE EFILE.DOL.GOV GATEWAY**. Rather, consult the following [guide](#) for such confidential filings

Case Number

Filing Category *

Filing Type *

Additional Comments *

IMPORTANT NOTICE FOR REDACTION RESPONSIBILITY
All filers must redact filings in compliance with 29 C.F.R. § 18.31. This regulation generally requires redaction of:

- Social Security numbers
- Taxpayer-identification numbers
- Dates of birth
- Names of minor children
- Financial account numbers

This requirement applies to all documents being filed, including exhibits and attachments

☒ I understand that I must comply with the redaction rules. I have read this notice.



eFile and eServe

Note 1: Click on the "Form Templates" to download "Notice of Appearance" templates for Attorneys, Non-Attorney Representatives, and Self Represented Party.

Note 2: If you are doing a confidential filing, click on the "Instructions for Filing Under Seal" for details on how to do the filing.

Note 3: If you are filing as an Amicus Curiae, click on the "Instructions for Filing by Amicus Curiae" for details on how to do the filing.

- The filing is listed in the **Filings** table with the **SUBMITTED** status along with a confirmation message.

Filings

Showing 1 of 1 records [View More](#)

Filing Category	Filing Type	Filed Documents	eFile Number	Status	Filed By	Last Updated On	Details
Motion for Reconsideration	Motion for Reconsideration of Case Decision	Processing please wait.	OALJ-2009-510218	SUBMITTED	Angel George	09/15/2020 - 03:57 EST	View

* All times displayed in US Eastern Timezone

- Click on **View More** button to view all the filings under the case.

Filings

Showing 1 of 1 records [View More](#)

Filing Category	Filing Type	Filed Documents	eFile Number	Status	Filed By	Last Updated On	Details
Motion for Reconsideration	Motion for Reconsideration of Case Decision	Processing please wait.	OALJ-2009-510218	SUBMITTED	Angel George	09/15/2020 - 03:57 EST	View

* All times displayed in US Eastern Timezone

- All the filings under the case will be listed on the **Filings** page.

Filings

[Help](#)

eFile Number	Filing Category	Filing Type	Status
<input type="text" value="Search eFile Number"/>	<input type="text" value="- Any -"/>	<input type="text" value="-Any-"/>	<input type="text" value="- Any -"/>

[Apply](#)

Filing Category	Filing Type	Filed Documents	eFile Number	Status	Filed By	Submitted On	Last Updated On	Details
Motion for Reconsideration	Motion for Reconsideration of Case Decision	Processing please wait.	OALJ-2009-510218	SUBMITTED	Angel George	09/15/2020 - 03:57 EST	09/15/2020 - 03:57 EST	View

* All times displayed in US Eastern Timezone



eFile and eServe

8. Click on the **View** link under the **Details** column header to view the filing details.

Filing Category	Filing Type	Filed Documents	eFile Number	Status	Filed By	Submitted On	Last Updated On	Details
Motion for Reconsideration	Motion for Reconsideration of Case Decision	Processing please wait.	OALJ-2009-510218	SUBMITTED	Angel George	09/15/2020 - 03:57 EST	09/15/2020 - 03:57 EST	View

* All times displayed in US Eastern Timezone

9. The user is displayed with the details in a popup and can download the documents which are submitted by the user.

Filing Details		✕
eFile Number	OALJ-2009-510218	
eFile Case Number	EFS-OALJ-2007-200097	
Filing Category	Motion for Reconsideration	
Filing Type	Motion for Reconsideration of Case Decision	
Additional Comments	Test additional Comments	
Filed Documents	Test_113.pdf	
Certificate of Service	rtf-sample_100kB_2.rtf	
Notice of Appearance	rtf-sample_100kB_1.rtf	
Status	SUBMITTED	
Filed By	Angel George	
Submitted On	09/15/2020 - 03:57 EST	

Status Update Log

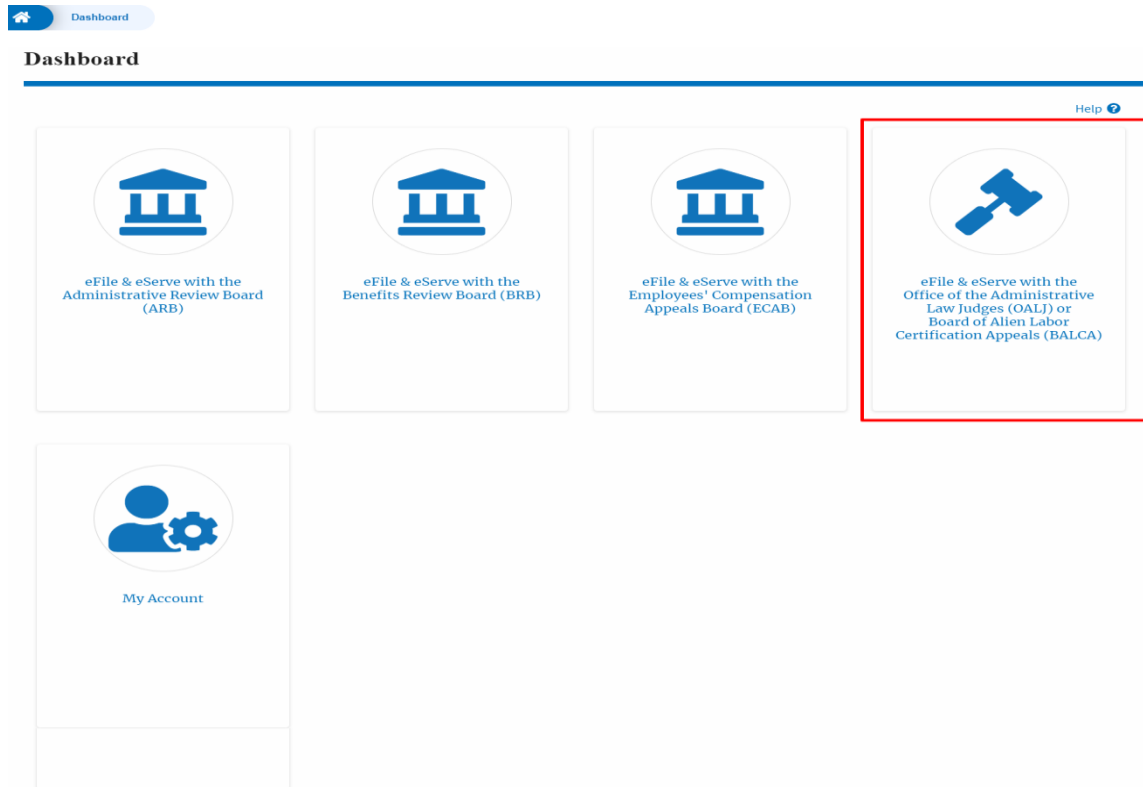
eFile Number	eFile Status	Comment	Updated On
OALJ-2009-510218	SUBMITTED	New filing has been submitted.	09/15/2020 - 03:56 EST



eFile and eServe

HOW TO SUBMIT MULTI CASE FILINGS TO OALJ?

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.



2. Click on the **Multi Case Filing** button. The user is navigated to the case details page.



OALJ and BALCA Dashboard





eFile and eServe

3. Select the case number and click on the **Add Filing** button. The user is navigated to **New Filing to the OALJ** page.

[Dashboard](#) [OALJ and BALCA Dashboard](#) [Multi Case Filing](#)

Multi Case Filing

OALJ Case Number

Fiscal Year

Eg: 2019

Case Type

-Any-

Case Number

Eg: 01234

Search

Add Filing

Select Cases	OALJ Case Number	Case Type	Claimant Name	Case Status
<input checked="" type="checkbox"/>	2020BAT02107			Open



eFile and eServe

- The user selects the **Filing Category** and its **Filing Type** and uploads the mandatory field and clicks on the **Submit to the DOL** button.



New Filing to OALJ

[Reset & Back to Search](#)

[Help ?](#)

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	OALJ Case Number	Case Type	Claimant Name
<input checked="" type="checkbox"/>	2020BAT02107		

Filing Category *

- Select a value -

Filing Type *

-Select a value-

Additional Comments *



eFile and eServe

Certificate of Service for 2020BAT02107 *

No file chosen

Only files with the following extensions are allowed: pdf, jpg, jpeg, png, doc, xls, xlsx, txt, docx, rtf and size should be less than 200MB

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- Social Security numbers
- Taxpayer-identification numbers
- Dates of birth
- Names of minor children
- Financial account numbers

This requirement applies to all documents being filed, including exhibits and attachments



I understand that I must comply with the redaction rules. I have read this notice.

Note 1: Click on the "Form Templates" to download "Notice of Appearance" templates for Attorneys, Non-Attorney Representatives, and Self Represented Party.

Note 2: If you are doing a confidential filing, click on the "Instructions for Filing Under Seal" for details on how to do the filing.

Note 3: If you are filing as an Amicus Curiae, click on the "Instructions for Filing by Amicus Curiae" for details on how to do the filing.



eFile and eServe

5. A confirmation message is showing in the New Filing to OALJ page.

Dashboard **OALJ and BALCA Dashboard** New Filing to OALJ

New Filing to OALJ

The new filing has been submitted to the case.

Reset & Back to Search

Help ?

IMPORTANT NOTICE: EFILE.DOL.GOV filings are visible to other registered efilers in a case. If you need to file a document with OALJ or the Boards that should not be viewed by other parties, you **MUST NOT FILE USING THE EFILE.DOL.GOV GATEWAY**. Rather, consult the following [guide](#) for such confidential filings

6. Click on **OALJ and BALCA Dashboard** breadcrumb to go back to the dashboard.

Dashboard **OALJ and BALCA Dashboard** New Filing to OALJ

New Filing to OALJ

7. Click on the <OALJ Case Number> to go to the case details page.

Dashboard **OALJ and BALCA Dashboard**

File a New Case

Access Cases

Multi Case Filing

Accessed Cases

The following are the list of cases you have access to. Click on the OALJ Case Numt

OALJ Case Number	Claimant Name	Employer Name
2020BAT02107		



eFile and eServe

8. The filing is listed in the **Filings** table.

Case Details

Summary

[Help ?](#)

eFile Case Number	EFS-OALJ-2007-200161
OALJ Case Number	2020BAT02107
Agency Reference #	N/A
Case Type	
Case Type Group	
ALJ Decision Date	
Claimant Name	
Employer Name	
Status	OPEN
Docketed Date	07/22/2020 - 02:37 EST

[Submit a New Filing](#)[Remove From My Dashboard](#)[Remove Attorney of Record](#)[Delegate Access](#)

Filings

Showing 2 of 2 records [View More +](#)

Filing Category	Filing Type	Filed Documents	eFile Number	Status	Filed By	Last Updated On	Details
Motion or Response or Reply to a Motion	Motion to Stay	rtf-sample_100kB_0.rtf	OALJ-2009-510219	SUBMITTED	Angel George	09/15/2020 - 04:06 EST	View

9. Click on **View More** button to view all the filings under the case.

Filings

Showing 2 of 2 records [View More +](#)

Filing Category	Filing Type	Filed Documents	eFile Number	Status	Filed By	Last Updated On	Details
Motion or Response or Reply to a Motion	Motion to Stay	rtf-sample_100kB_0.rtf	OALJ-2009-510219	SUBMITTED	Angel George	09/15/2020 - 04:06 EST	View

10. All the filings under the case will be listed on the **Filings** page.

[Dashboard](#) [OALJ and BALCA Dashboard](#) [EFS-OALJ-2007-200161](#) [Filings](#)

Filings

[Help ?](#)

eFile Number	Filing Category	Filing Type	Status
<input type="text" value="Search eFile Number"/>	- Any -	- Any -	- Any -

[Apply](#)

Filing Category	Filing Type	Filed Documents	eFile Number	Status	Filed By	Submitted On	Last Updated On	Details
Motion or Response or Reply to a Motion	Motion to Stay	rtf-sample_100kB_0.rtf	OALJ-2009-510219	SUBMITTED	Angel George	09/15/2020 - 04:06 EST	09/15/2020 - 04:06 EST	View



eFile and eServe

11. Click on the **View** link under the **Details** column header to view the filing details.

Filing Category	Filing Type	Filed Documents	eFile Number	Status	Filed By	Submitted On	Last Updated On	Details
Motion or Response or Reply to a Motion	Motion to Stay	rtf-sample_100kB_0.rtf	OALJ-2009-510219	SUBMITTED	Angel George	09/15/2020 - 04:06 EST	09/15/2020 - 04:06 EST	View

12. The user is displayed with the details in a popup and can download the documents which are submitted by the user.

Filing Details ✕

eFile Number	OALJ-2009-510219
eFile Case Number	EFS-OALJ-2007-200161
Filing Category	Motion or Response or Reply to a Motion
Filing Type	Motion to Stay
Additional Comments	Test Comments
Filed Documents	rtf-sample_100kB_0.rtf
Certificate of Service	Test_99.pdf
Notice of Appearance	rtf-sample_100kB_2.rtf
Status	SUBMITTED
Filed By	Angel George
Submitted On	09/15/2020 - 04:06 EST

Status Update Log

eFile Number	eFile Status	Comment	Updated On
OALJ-2009-510219	SUBMITTED	New filing has been submitted.	09/15/2020 - 04:05 EST

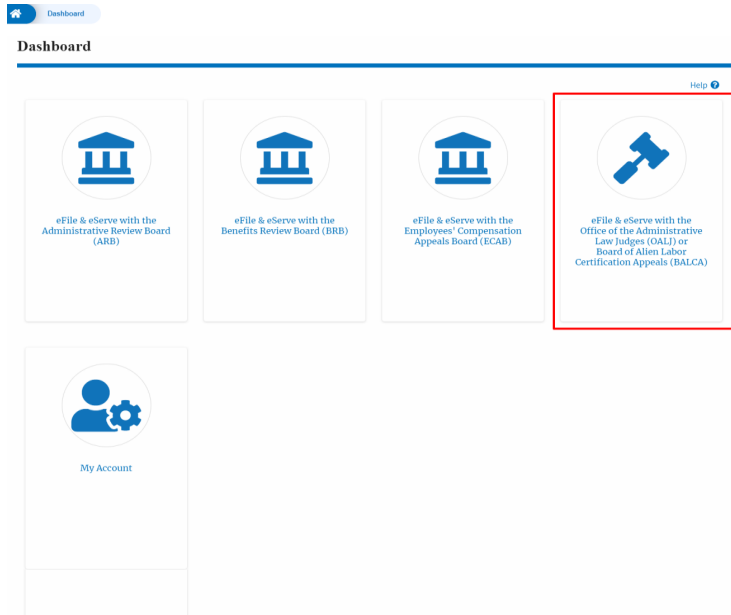


eFile and eServe

HOW TO DELEGATE ACCESS TO THE CASE?

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.

Note: Case delegation can only be done by an Attorney.



2. Click on an OALJ Case Number with the **AoR** User Type.

OALJ and BALCA Dashboard

File a New Case Access Cases Multi Case Filing

Help ?

Accessed Cases

The following are the list of cases you have access to. Click on the OALJ Case Number link to view case status, access filings and servings and to submit new filings.

Showing 5 of 17 records View More +

OALJ Case Number	Claimant Name	Employer Name	Status	User Type	Accessed On	Organization
2020BAT02107			OPEN	AoR	09/15/2020 - 04:03 EST	OALJ Filings Testing, 200 Constitution Avenue, NW



eFile and eServe

- Click on the **Delegate Access** button. The user is navigated to the **Organization Members** page.

Summary

eFile Case Number	EFS-OALJ-2007-200161
OALJ Case Number	2020BAT02107
Agency Reference #	N/A
Case Type	
Case Type Group	
ALJ Decision Date	
Claimant Name	
Employer Name	
Status	OPEN
Docketed Date	07/22/2020 - 02:37 EST

[Submit a New Filing](#)[Remove From My Dashboard](#)[Remove Attorney of Record](#)[Delegate Access](#)

- From the **Organization Members** table displayed, click on the **Delegate** link under the **Actions** column header against the user to be delegated.

Name	Email	
<input type="text" value="Enter Name"/>	<input type="text" value="Enter Email"/>	<input type="button" value="Search"/>


Name	Email	User Type	Actions
Dion - John	diontester001@gmail.com	Attorney	Delegate



eFile and eServe

- The delegated confirmation will be displayed and the link against delegated member changes to **Remove Delegation**.

Organization Members



- Dion John has been delegated to this case.
- An email notification has been sent to Dion John at diontester001@gmail.com.

[Help](#)

Organization:

Name	Email
<input type="text" value="Enter Name"/>	<input type="text" value="Enter Email"/>

Search

Name	Email	User Type	Actions
Dion - John	diontester001@gmail.com	Attorney	Remove Delegation

- Click on <eFile Case Number> on the breadcrumb to go back to the case details page.

[HOME](#) | [DASHBOARD](#) | [MY ACCOUNT](#) | [SUPPORT](#)

[Home](#) | [Dashboard](#) | [OALJ and BALCA Dashboard](#) | [EFS-OALJ-2007-200161](#) | [Organization Members](#)

- The delegated member will be displayed in the Delegated User table.

Delegated Users

Showing 1 of 1 records [View More](#)

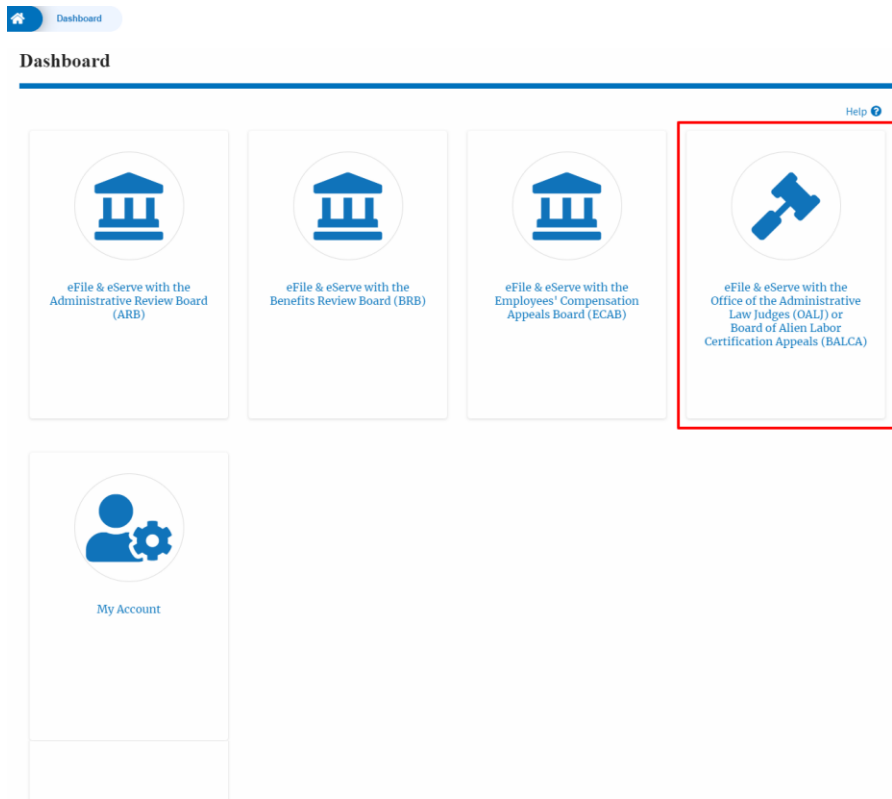
Name	Address	Delegated By	Organization
Dion John	200 Constitution Avenue, NW, Washington, United States, California, 20211-1111	Angel George	OALJ Filings Testing, 200 Constitution Avenue, NW



eFile and eServe

HOW TO ACCESS CASE DETAILS PAGE AS A DELEGATED USER?

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.



2. In the OALJ dashboard, click on any OALJ Case Number from the **Cases Delegated to Me** table.

Cases Delegated to Me

The following are the cases you have been delegated to. Click on the OALJ Case Number link to access case filings and servings and to submit new filings.

Showing 5 of 5 records [View More](#)

OALJ Case Number	Claimant Name	Status	Delegated by	Delegated On	Organization
2019BLA05193	ROMERO ALEX A	OPEN	Simon Greta	10/13/2020 - 01:19 EST	Gretas Attorneys at Law, 3691 Honeysuckle Lane
2018BLA05700	MULLINS BOBBY G	OPEN	Maria Holden	09/18/2020 - 07:23 EST	Devin Hamburg & Associates LLC, 3765 Hidden Valley Road
2020SOC09110		OPEN	Maria Holden	09/18/2020 - 07:23 EST	Devin Hamburg & Associates LLC, 3765 Hidden Valley Road
2020ACM11110		OPEN	Maria Holden	09/18/2020 - 07:25 EST	Devin Hamburg & Associates LLC, 3765 Hidden Valley Road
2020FRS00030	PUTNAM JACK	OPEN	Maria Holden	10/10/2020 - 10:30 EST	Devin Hamburg & Associates LLC, 3765 Hidden Valley Road

* All times displayed in US Eastern Timezone



eFile and eServe

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

Case Details

Summary

[Help ?](#)

eFile Case Number	EFS-OALJ-2008-200745
OALJ Case Number	2019BLA05193
Agency Reference #	BPW76-2016042
Case Type	BLA
Case Type Group	BLACK LUNG
ALJ Decision Date	
Claimant Name	ROMERO ALEX A
Employer Name	
Status	OPEN
Docketed Date	07/11/2020 - 13:21 EST

[Submit a New Filing](#)[Remove From My Dashboard](#)

Filings

Showing 4 of 4 records [View More +](#)

Filing Category	Filing Type	Filed Documents	eFile Number	Status	Filed By	Last Updated On	Details
Evidence	Proposed Hearing Exhibit	File 3_36.pdf	OALJ-2008-501556	APPROVED	Maria Holden	08/19/2020 - 14:12 EST	View
Evidence	Post-Hearing Submission	File 3_35.pdf	OALJ-2008-501551	APPROVED	Jari Anderson	08/19/2020 - 13:20 EST	View
Evidence	Proposed Hearing Exhibit	File 3_34.pdf	OALJ-2008-501550	APPROVED	Devin Hamburg	08/19/2020 - 13:11 EST	View
Evidence	Pre-Hearing Submission	File 1_15.pdf	OALJ-2008-501548	APPROVED	Simon Greta	08/19/2020 - 12:46 EST	View

* All times displayed in US Eastern Timezone

Documents Served by OALJ

Showing 5 of 7 records [View More +](#)

File type	Description	File Name	eFile Number	Issued On	Served On	Accessed On	Notified On
Settlement Judge Assignment	Judge Settlement	JudgeSettlement.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		
Hearing Cancelled	Hearing Cancelled test	hearingcancel.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST	08/19/2020 - 15:42 EST	
Notice of Hearing	Notice of Hearing test	hearingnotice.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		
Hearing Rescheduled	Hearing Rescheduled test	hearingreschedule.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		
Hearing Continued	Hearing Continued test	hearing.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		

* All times displayed in US Eastern Timezone

Parties with Access

Showing 2 of 2 records [View More +](#)

Name	Address	Role in the Case	Organization
Simon Greta	3506 Marion Street, Vermont, United States, Washington, 36432	Department Of Labor	Gretas Attorneys at Law, 3691 Honeysuckle Lane
Maria Holden	4398 Barfield Lane, STARK TOWER TOWN, United States, Illinois, 99501	Attorney For Claimant/Complainant/Prosecuting Party	Devin Hamburg & Associates LLC, 3765 Hidden Valley Road

Delegated Users

Showing 2 of 2 records [View More +](#)

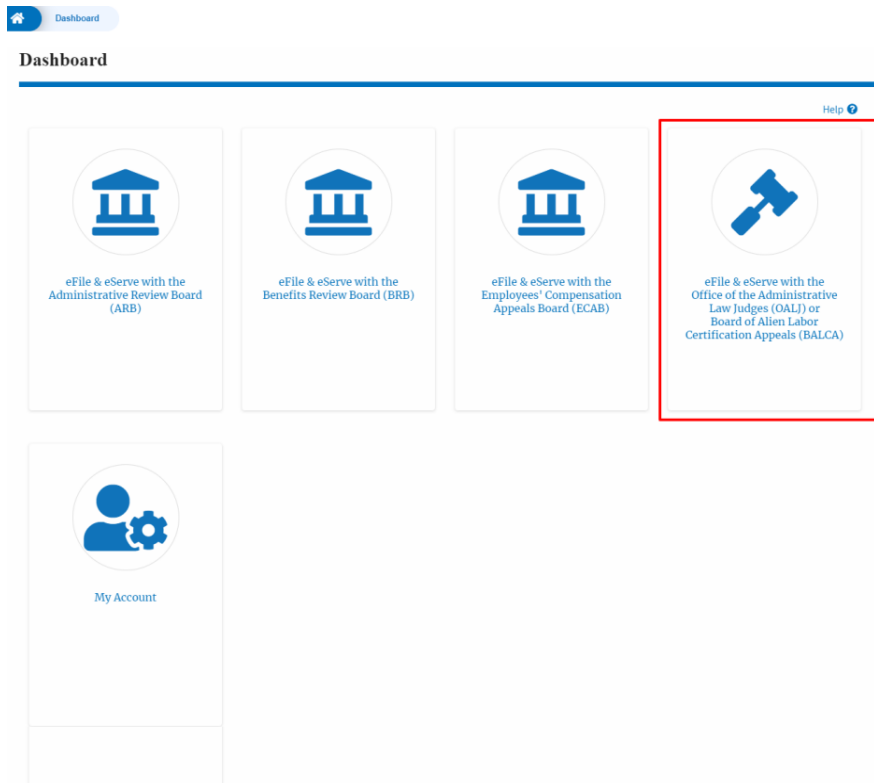
Name	Address	Delegated By	Organization
Helen King	3112 South Street, Chleserson town, United States, California, 43234	Simon Greta	Gretas Attorneys at Law, 3691 Honeysuckle Lane
Samantha Stiden	574 Postell Rd, Mineral Bluff, Kershaw, United States, Indiana, 76343	Simon Greta	Gretas Attorneys at Law, 3691 Honeysuckle Lane



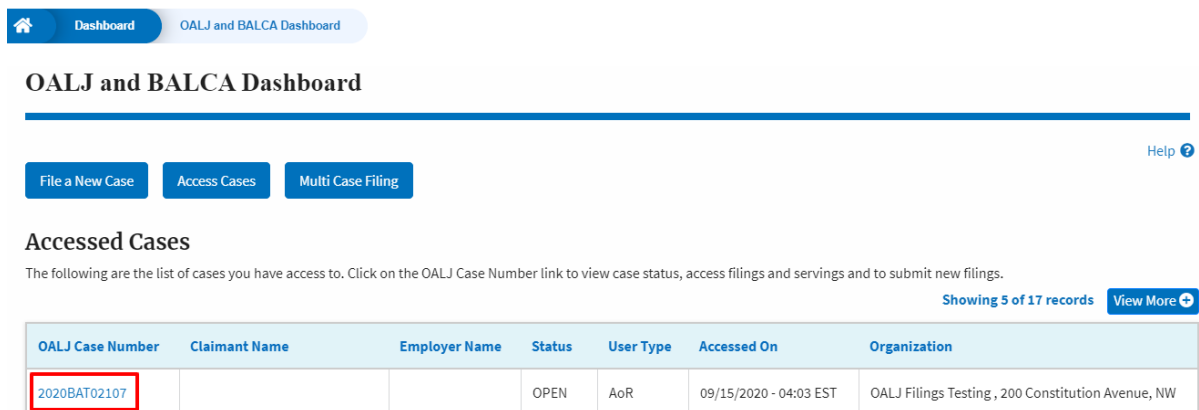
eFile and eServe

HOW TO REMOVE DELEGATION ACCESS FROM THE CASE?

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.



2. Click on an OALJ Case Number with the **AoR** User Type.





eFile and eServe

- Click on the **Delegate Access** button to navigate to the Organization Members page.

Summary

eFile Case Number	EFS-OALJ-2007-200161
OALJ Case Number	2020BAT02107
Agency Reference #	N/A
Case Type	
Case Type Group	
ALJ Decision Date	
Claimant Name	
Employer Name	
Status	OPEN
Docketed Date	07/22/2020 - 02:37 EST

[Submit a New Filing](#)[Remove From My Dashboard](#)[Remove Attorney of Record](#)[Delegate Access](#)


- From the Organization members table displayed, click on the **Remove Delegation** link under the **Actions** column header against the user to remove delegation.

Name	Email
<input type="text" value="Enter Name"/>	<input type="text" value="Enter Email"/>
<input type="button" value="Search"/>	

Name	Email	User Type	Actions
Dion - John	diontester001@gmail.com	Attorney	Remove Delegation

- The remove delegation confirmation will be displayed and the link against ex-delegated member changes to **Delegate**.

Organization Members

	<ul style="list-style-type: none">Removed Dion John's delegated access to this case.An email notification has been sent to Dion John at diontester001@gmail.com.
---	---

Organization: OALJ Filings Testing

[Help](#)

Name	Email
<input type="text" value="Enter Name"/>	<input type="text" value="Enter Email"/>
<input type="button" value="Search"/>	

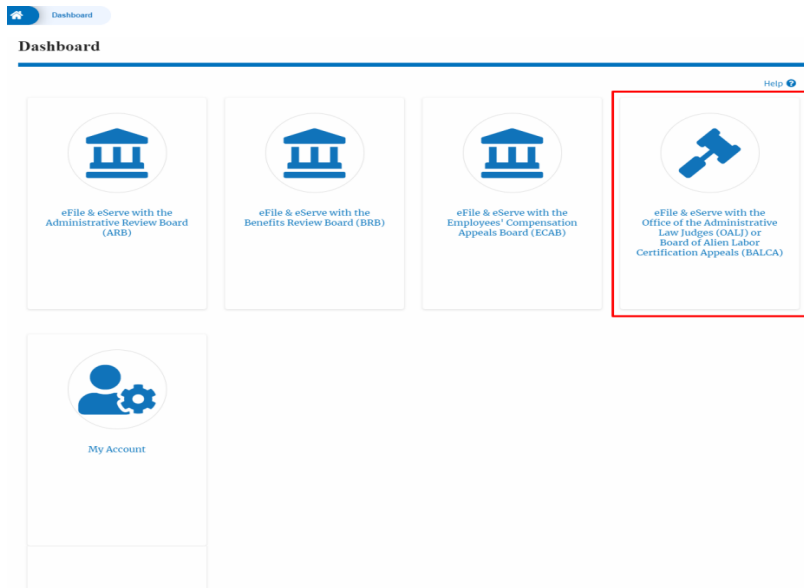
Name	Email	User Type	Actions
Dion - John	diontester001@gmail.com	Attorney	Delegate



eFile and eServe

HOW TO ACCESS SERVED DOCUMENT?

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.



2. Click on an OALJ Case Number with the **AoR** User Type.

OALJ and BALCA Dashboard

[File a New Case](#) [Access Cases](#) [Multi Case Filing](#) [Help](#)

Accessed Cases

The following are the list of cases you have access to. Click on the OALJ Case Number link to view case status, access filings and servings and to submit new filings.

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

OALJ Case Number	Claimant Name	Employer Name	Status	User Type	Accessed On	Organization
2019BLA05193	ROMERO ALEXA		OPEN	AoR	08/19/2020 - 12:18 EST	Gretas Attorneys at Law , 3691 Honeysuckle Lane
2013MSA00068	MSHA		OPEN	AoR	08/18/2020 - 01:44 EST	Gretas Attorneys at Law , 3691 Honeysuckle Lane
2015BLA05761	CLUTTER JAMES W.		CLOSED	AoR	08/17/2020 - 11:46 EST	Gretas Attorneys at Law , 3691 Honeysuckle Lane

* All times displayed in US Eastern Timezone



eFile and eServe

3. The **Documents Served by OALJ** table displays the served documents list.

The table shows:

- Issued On – The date and time the serving was issued by OALJ
- Served On - The date and time the serving was served to the dashboard
- Notified On - The date and time the email regarding the serving was sent
- Accessed On - The date and time the serving was access by the user.

Documents Served by OALJ

Showing 5 of 7 records [View More](#)

File type	Description	File Name	eFile Number	Issued On	Served On	Accessed On	Notified On
Settlement Judge Assignment	Judge Settlement	JudgeSettlement.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		
Hearing Cancelled	Hearing Cancelled test	hearingcancel.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST	08/19/2020 - 15:42 EST	
Notice of Hearing	Notice of Hearing test	hearingnotice.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		
Hearing Rescheduled	Hearing Rescheduled test	hearingreschedule.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		
Hearing Continued	Hearing Continued test	hearing.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		

* All times displayed in US Eastern Timezone

4. Click on the **View More** button to navigate to the **Documents Served by OALJ** page.

Documents Served by OALJ

Showing 5 of 7 records [View More](#)

File type	Description	File Name	eFile Number	Issued On	Served On	Accessed On	Notified On
Settlement Judge Assignment	Judge Settlement	JudgeSettlement.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		
Hearing Cancelled	Hearing Cancelled test	hearingcancel.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST	08/19/2020 - 15:42 EST	
Notice of Hearing	Notice of Hearing test	hearingnotice.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		
Hearing Rescheduled	Hearing Rescheduled test	hearingreschedule.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		
Hearing Continued	Hearing Continued test	hearing.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		

* All times displayed in US Eastern Timezone



eFile and eServe

5. Click on the <file name> to access the served document.

Documents Served by OALJ

Help ?

eFile Number	File Name	Description	
<input type="text" value="Search eFileNumber"/>	<input type="text" value="Search File Name"/>	<input type="text" value="Search Description"/>	<input type="button" value="Apply"/>

File type	Description	File Name	eFile Number	Issued On	Served On	Accessed On	Notified On
Settlement Judge Assignment	Judge Settlement	JudgeSettlement.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		
Hearing Cancelled	Hearing Cancelled test	hearingcancel.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST	08/19/2020 - 15:42 EST	
Notice of Hearing	Notice of Hearing test	hearingnotice.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		
Notice of Hearing	Notice of Hearing test	hearingnotice.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		

6. Once the document is accessed, the **Accessed On** date and time will be displayed in the column.

Documents Served by OALJ

Help ?

eFile Number	File Name	Description	
<input type="text" value="Search eFileNumber"/>	<input type="text" value="Search File Name"/>	<input type="text" value="Search Description"/>	<input type="button" value="Apply"/>

File type	Description	File Name	eFile Number	Issued On	Served On	Accessed On	Notified On
Settlement Judge Assignment	Judge Settlement	JudgeSettlement.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST	10/13/2020 - 08:37 EST	
Hearing Cancelled	Hearing Cancelled test	hearingcancel.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST	08/19/2020 - 15:42 EST	
Notice of Hearing	Notice of Hearing test	hearingnotice.pdf	ESERVE-OALJ-2008-000442	08/19/2020 - 01:55 EST	08/19/2020 - 02:10 EST		



eFile and eServe

OVERVIEW OF OALJ CASE EMAIL NOTIFICATIONS FOR DOL USERS

1. Email Notification on 'Submitted - New Case:

New Case to OALJ has been submitted - DO NOT REPLY



DOL eFile-eServe <noreply@dol.gov>
to me ▾

eFile and eServe

Dear Barey Barry,

A new case has been submitted. Please find the details below.

Agency	: OALJ
Originating agency	: Employment and Training Administration (ETA)
Agency reference number :	
Program area	: Grants / Audits
Program sub-area	: Grant Challenges / Complaints Pursuant to Audit
eFile Number	: OALJ-2009-510203
eFile Case Number	: EFS-OALJ-2009-208944
Status	: Submitted
Date	: September 14, 2020 at 5:09 AM ET

Please click the link(s) below to view the document(s):

[532819](#)
[532820](#)
[532821](#)

Thank you,
Office of the Administrative Law Judges
U.S. Department of Labor
Please login to [DOL eFile and eServe](#) to view the details



eFile and eServe

2. Email Notification on 'Approved - New Case':

New Case 2020BLA1709 has been docketed - DO NOT REPLY Inbox x



DOL eFile-eServe <noreply@dol.gov>
to me ▾

eFile and eServe

Dear Barey Barry,

A new case has been docketed. Please find the details below.

OALJ Number : 2020BLA1709
Agency : OALJ
Originating agency : Wage and Hour Division (WHD)
Program area : Wage and Hour Enforcement Action
Program sub-area : Davis-Bacon Act, Service Contract Act, and related Acts
eFile Number : OALJ-2009-510241
eFile Case Number : EFS-OALJ-2009-208954
Status : Approved
Date : September 17, 2020 at 6:29 AM ET
Agency Comments : Approved

The following parties will be electronically notified:

Name	Email
Sol Benj	info@wingstein.com
Barey Barry	barrytester001@gmail.com
Aaron Tester	aarontester001@gmail.com

Thank you,
Office of the Administrative Law Judges
U.S. Department of Labor
Please login to [DOL eFile and eServe](#) to view the details



eFile and eServe

3. Email Notification on 'Rejected - New Case' :

New Case for the Case has been Rejected - DO NOT REPLY



DOL eFile-eServe <noreply@dol.gov>
to me ▾

eFile and eServe

Dear Dion John,

Please find the details of your New Case below.

Agency : OALJ
eFile Number : OALJ-2009-502527
eFile Case Number : EFS-OALJ-2009-201287
Status : Rejected
Date : September 10, 2020 at 11:29 AM ET
Comments : Rejecting this new case request.

Please click the link(s) below to view the document(s):

[509832](#)

[509833](#)

[509834](#)

Thank you,
Office of the Administrative Law Judges
U.S. Department of Labor
Please login to DOL [eFile and eServe](#) to view the details



eFile and eServe

4. Email Notification on 'Submitted - Filing':

Notice of Appearance for the Case 2020ACA00291 has been Submitted - DO NOT REPLY Inbox x



DOL eFile-eServe <noreply@dol.gov>
to me ▾

eFile and eServe

Dear Dion John,

Please find the details of your Notice of Appearance below.

Case Number : 2020ACA00291
Agency : OALJ
eFile Number : OALJ-2009-510296
eFile Case Number : EFS-OALJ-2009-208981
Status : Submitted
Date : September 24, 2020 at 1:43 AM ET

Please click the link(s) below to view the document(s):

[532960](#)
[532961](#)

Thank you,
Office of the Administrative Law Judges
U.S. Department of Labor
Please login to DOL [eFile and eServe](#) to view the details

5. Email Notification on 'Approved - Filing':

Notice of Appearance for the Case 2020ACA02508 has been Approved - DO NOT REPLY Inbox x



DOL eFile-eServe <noreply@dol.gov>
to me ▾

eFile and eServe

Dear Dion Tester,

Please find the details of your Notice of Appearance below.

Case Number : 2020ACA02508
Agency : OALJ
eFile Number : OALJ-2008-501965
eFile Case Number : EFS-OALJ-2008-201000
Status : Approved
Date : August 27, 2020 at 2:58 AM ET

Please click the link(s) below to view the document(s):

[508907](#)
[508908](#)
[508909](#)

Thank you,
Office of the Administrative Law Judges
U.S. Department of Labor
Please login to DOL [eFile and eServe](#) to view the details



eFile and eServe

6. Email Notification on 'Rejected - Filing':

Notice of Appearance for the Case 2020BAT00907 has been Rejected - DO NOT REPLY



DOL eFile-eServe <noreply@dol.gov>
to me ▾

eFile and eServe

Dear Barey Tester,

Please find the details of your Notice of Appearance below.

Case Number : 2020BAT00907
Agency : OALJ
eFile Number : OALJ-2009-502362
eFile Case Number : EFS-OALJ-2009-201224
Status : Rejected
Date : September 7, 2020 at 3:33 AM ET
Comments : Rejected filing

Please click the link(s) below to view the document(s):

[509591](#)
[509592](#)

Thank you,
Office of the Administrative Law Judges
U.S. Department of Labor
Please login to DOL [eFile and eServe](#) to view the details

7. Email Notification on 'Delegate Access' to a member on case:

DOL eFile-eServe – Delegated access granted to the case: 2018BLA06056



eFile/eServe Support <support@efsdev.com>
to me ▾

eFile and eServe

Dear Sol Benj,

You have been granted access to the case - 2018BLA06056 in the Department of Labor's (DOL) eFile and eServe system by Sunny Mathew.

To view the case, please login at eFile and eServe by clicking on the link given below:

<https://efstest2.mindpetal.com/dashboard/case/EFs-OALJ-2009-201246/view>

Thank you,
eFile and eServe



eFile and eServe

8. Email Notification on 'Remove Delegate Access' from a member on case:

DOL eFile-eServe – Delegated access removed from case: 2019BLO00009



eFile/eServe Support <support@efsdev.com>
to me ▾

eFile and eServe

Dear Angel George,

Your access to the case - 2019BLO00009 in the Department of Labor's (DOL) eFile and eServe system has been removed.

If you have any questions regarding this, please contact your organization's - Org - Barry administrator.

Thank you,
eFile and eServe

9. Email Notification on 'Servings'

Service sheet issued for Case 2020ACA02508 (ACA)-DO NOT REPLY



DOL eFile-eServe <noreply@dol.gov>
to me ▾

eFile and eServe

Dear Sol Tester,

A document of the below type has been issued for case 2020ACA02508(ACA):

Document Type: SS

Please click the link(s) below to view the document(s). This constitutes your official served copy, and you will not receive a paper copy in the mail.

509474-OALJ/outbound/files/2020ACA02508/09032020070400/dummy1.pdf

The following parties will be electronically notified of the serving:

Name	Email
Sol Tester	soltester001@gmail.com
Aaron Tester	aarontester001@gmail.com

Thank you,
Office of the Administrative Law Judges
U.S. Department of Labor
Please login to DOL [eFile and eServe](#) to view the details



BOARDS DASHBOARDS



The Boards dashboard displays the ARB, BRB, and ECAB appeals.

Using the Individual dashboards, users can file new appeals, access appeals, view appeal details, submit filings to appeals, view servings from the Boards, etc.

In the appeal details page, users with access can see the parties on the appeal, the filings, and the servings to the appeal.

To access existing appeals, use the Access Appeals button within the appropriate dashboard to search and obtain access to the appeal. The accessed appeals are displayed in the Accessed Requests table.

To file a new appeal, use the File a New Appeal button within the appropriate dashboard. The new appeal is filed by selecting the appropriate case details, party details, role in the appeal, and relevant documents. The new appeal is sent to the appropriate Board for docketing. Once approved, filings can be done on the appeal.

Filings can be done on appeals by selecting the individual appeal and using the Submit a New Filing button to fill in the details. The new filing is submitted to the appropriate Board for processing.

Servings to appeals are sent from the Boards and will be available in the servings table for each appeal.



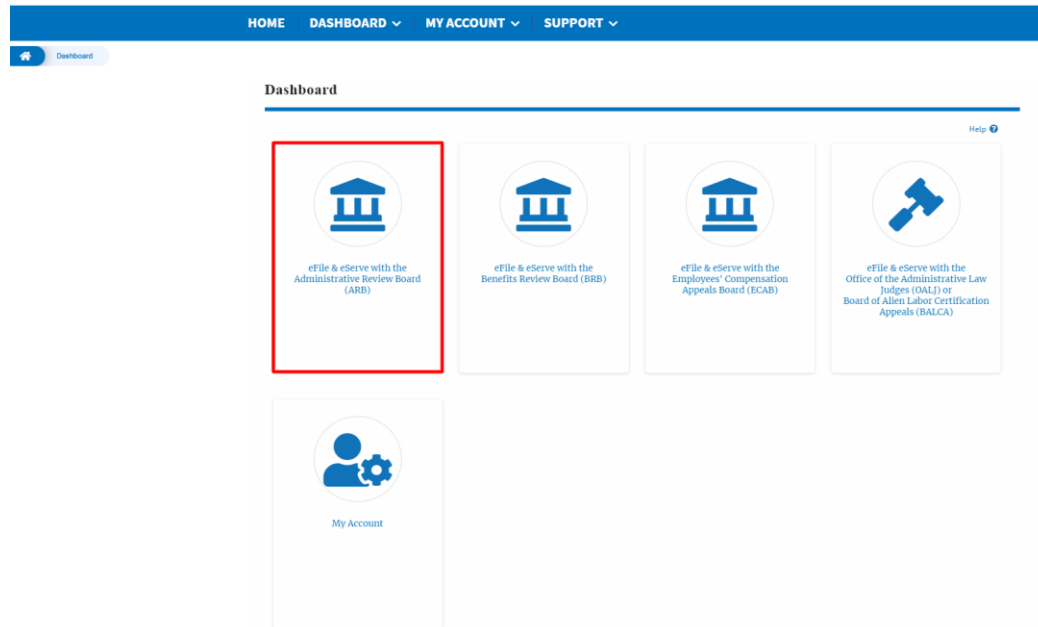
ARB DASHBOARD AND FLOWS



eFile and eServe

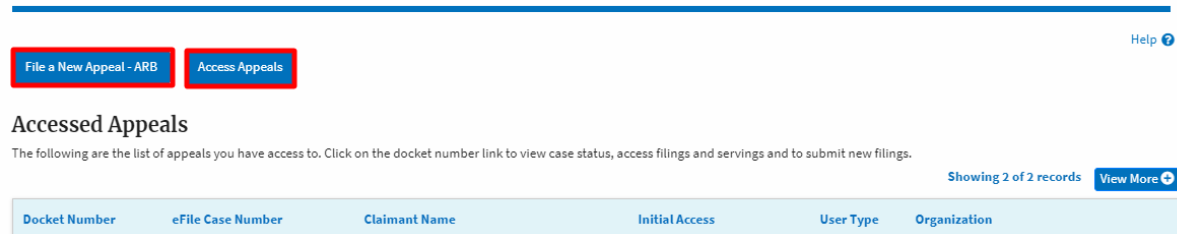
HOW TO VIEW ARB DASHBOARD?

1. Click on the **ARB** tile from the main dashboard page to access the 'ARB dashboard'.



2. ARB Dashboard includes buttons **File a New Appeal - ARB** and **Access Appeals**.

ARB Dashboard



- a. The **File a New Appeal - ARB** button lets users file a new appeal with ARB
- b. The **Access Appeals** button lets the user access appeals directly from ARB.



eFile and eServe

3. ARB Dashboard includes tables **Accessed Appeals**, **Appeals Delegated to Me**, **New Appeals**, and **Appeals in Draft State**.

- The **Accessed Appeals** table lists all the appeals that the user has obtained access to
- The **Appeals Delegated to Me** table lists all the appeals that were delegated to the user by an attorney in the same organization.
- The **New Appeals** table lists all the appeals that were submitted by the user.
- The **Appeals in Draft State** table lists all the appeals that were saved as a draft during the new appeal process.
- e.

ARB Dashboard

[File a New Appeal - ARB](#) [Access Appeals](#) [Help](#)

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 2 of 2 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ARB-2015-0004	EFS-ARB-1410-058981	Mr. FNAME92320 MNAME91350 Smith	09/11/20 - 02:11:58 EST	Observer	Test sharedmailbox org, Test address 1
ARB-2020-1009	EFS-ARB-2009-201274		09/10/20 - 07:48:21 EST	Observer	Org - Barry, Address 123

* All times displayed in US Eastern Timezone

Appeals Delegated to Me

Docket Number	eFile Case Number	Claimant Name	Delegated By	Delegated On	Organization
There are no delegated appeal to show.					

* All times displayed in US Eastern Timezone

New Appeals

The following are the appeals you have created. Click on the eFile Case Number link to view case status, access filings and servings and to submit new filings.

Showing 1 of 1 records [View More](#)

Docket Number	eFile Number	Case Type	Status	Last Updated On	Details
ARB-1109-2020	ARB-2009-502556	EEO - Equal Employment Opportunity	APPROVED	09/11/2020 - 06:52 EST	View

* All times displayed in US Eastern Timezone

Appeals in Draft State

eFile Case Number	eFile Number	Case Type	Draft Saved On	Actions
There are no appeals in draft state to display.				

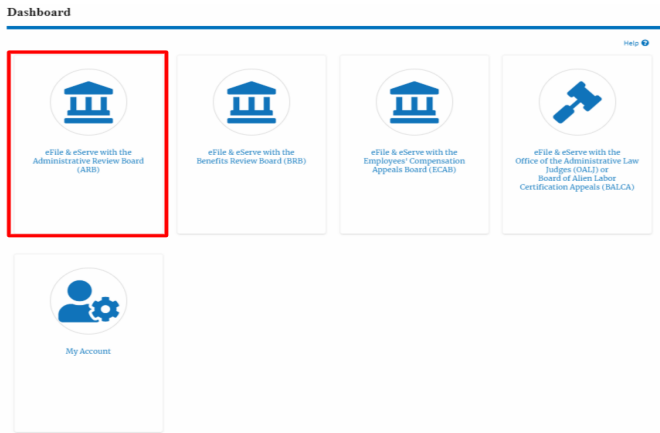
* All times displayed in US Eastern Timezone



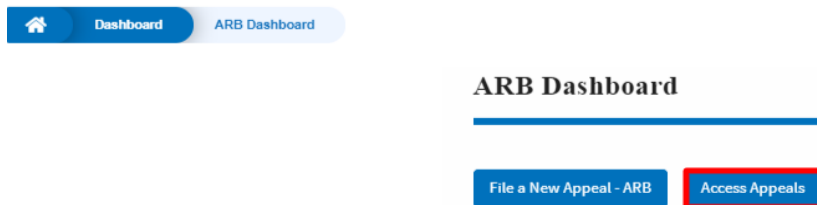
eFile and eServe

HOW TO ACCESS APPEALS IN ARB?

1. Click on the **ARB** tile from the main dashboard.



2. Click on the **Access Appeals** button.



3. Search any appeal using the relevant string and filters and click on the '**Add to Dashboard**' button that is displayed only if one of the appeals is selected.

Search Appeals

Search Appeals

ARB-2011-0031

Search using Agency (DHCR, OALJ) Case Number, Docket Number, Claimant Name or eFile Case Number.

Advanced Filter

OALJ Case Number Search OALJ Case Number

Docket Number Search Docket Number

eFile Case Number Search eFile Case Number

You can further filter the appeals using Docket Number, OALJ Number, eFile Case Number.

Search Clear Selection and Filters Clear Filters Add to Dashboard

Multiple appeals can be selected

Search Results

Select Cases	Docket Number	OALJ Case Number	Claimant Name	eFile Case Number
<input checked="" type="checkbox"/>	ARB-2011-0031		Marc M. Twyman	EFS-ARB-1103-050112

Add to Dashboard



eFile and eServe

4. A confirmation page will be displayed. Select the organization and click on the **Submit** button.

Access an Appeal

Back to Search

Reset

Help ?

Docket Number

☒ ARB-2011-0031

eFiler's Organization

Org - Jacky, Address - Jacky 1

Submit

Cancel

5. The accessed appeal will be shown in your '**Accessed Appeals**' table with the '**Observer**' user type along with a confirmation message.

ARB Dashboard

☒ The appeal(s) has been added to your list of appeals. [ARB-2011-0031]

Help ?

File a New Appeal - ARB

Access Appeals

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 4 of 4 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ARB-2011-0031	EFS-ARB-1103-050112	Marc M. Twyman	09/15/20 - 02:37:16 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2020-0014	EFS-ARB-1911-072172	Ms. Board Tester	09/10/20 - 08:40:19 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2020-0013	EFS-ARB-1911-071088	Ms. Shannon Hadley	09/10/20 - 08:39:21 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2011-0076	EFS-ARB-1108-082600	Latonya Milton	08/24/20 - 01:26:35 EST	AoR	Org - Jacky, Address - Jacky 1

* All times displayed in US Eastern Timezone



eFile and eServe

6. Click on **View More** button to view all the access requests.

ARB Dashboard

[File a New Appeal - ARB](#) [Access Appeals](#)

Help ?

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 4 of 4 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ARB-2011-0031	EFS-ARB-1103-050112	Marc M. Twyman	09/15/20 - 02:37:16 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2020-0014	EFS-ARB-1911-072172	Ms. Board Tester	09/10/20 - 08:40:19 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2020-0013	EFS-ARB-1911-071088	Ms. Shannon Hadley	09/10/20 - 08:39:21 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2011-0076	EFS-ARB-1108-082600	Latonya Milton	08/24/20 - 01:26:35 EST	AoR	Org - Jacky, Address - Jacky 1

* All times displayed in US Eastern Timezone

7. All the requested appeals will be listed on the page.

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Help ?

Docket Number/eFile Case Number

Apply

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ARB-2011-0031	EFS-ARB-1103-050112	Marc M. Twyman	09/15/20 - 02:37:16 EST	Observer	Org - Jacky , Address - Jacky 1
ARB-2020-0014	EFS-ARB-1911-072172	Ms. Board Tester	09/10/20 - 08:40:19 EST	Observer	Org - Jacky , Address - Jacky 1
ARB-2020-0013	EFS-ARB-1911-071088	Ms. Shannon Hadley	09/10/20 - 08:39:21 EST	Observer	Org - Jacky , Address - Jacky 1
ARB-2011-0076	EFS-ARB-1108-082600	Latonya Milton	08/24/20 - 01:26:35 EST	AoR	Org - Jacky , Address - Jacky 1

* All times displayed in US Eastern Timezone

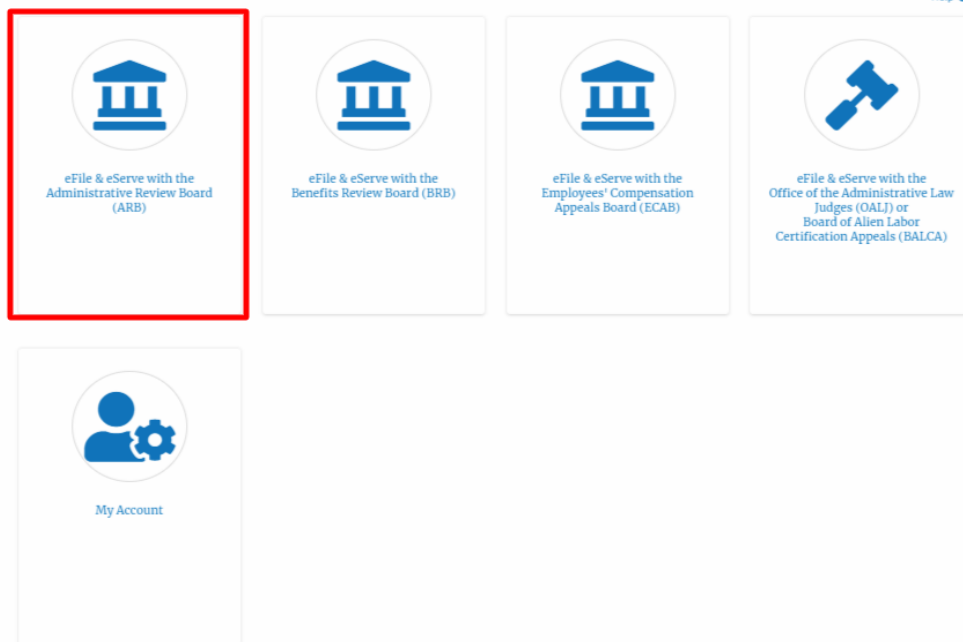


eFile and eServe

WHAT ARE THE COMPONENTS IN ARB - APPEAL DETAILS PAGE?

1. Click on the ARB tile from the main dashboard.

Dashboard



2. In the ARB dashboard, click on the <Docket Number> link from **Accessed Appeals**, **Appeals Delegated to Me** or **New Appeals** tables.

ARB Dashboard

File a New Appeal - ARB Access Appeals Help ?

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 5 of 12 records View More +

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ARB-2019-0078	EFS-ARB-1908-072033	Michael Brooks	10/13/20 - 07:19:03 EST	AoR	Gretas Attorneys at Law, 3691 Honeysuckle Lane
ARB-2016-0054	EFS-ARB-1604-064652	Seneca Re-Ad Industries	10/06/20 - 01:58:46 EST	AoR	Gretas Attorneys at Law, 3691 Honeysuckle Lane
ARB-2020-0001	EFS-ARB-1910-071880	Scott Figgins	10/05/20 - 04:04:23 EST	Observer	Gretas Attorneys at Law, 3691 Honeysuckle Lane
ARB-2019-0048	EFS-ARB-1904-072205	Norfolk Southern Railway Company	10/01/20 - 08:24:25 EST	AoR	Gretas Attorneys at Law, 3691 Honeysuckle Lane
ARB-2019-0054	EFS-ARB-1905-071962	Soo Line Railroad Company d/b/a (Jeffrey Helgeson)	10/01/20 - 08:24:25 EST	AoR	Gretas Attorneys at Law, 3691 Honeysuckle Lane

* All times displayed in US Eastern Timezone

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



eFile and eServe

Appeal Details

Summary

[Help](#)

eFile Case Number	EFS-ARB-1604-064652
Docket Number	ARB-2016-0054
Board	ARB
Case Type	FLS
Claimant Name	Seneca Re-Ad Industries
Appeal Date	04/11/2016
Decision Date	03/28/2016
proSe	FALSE

[Submit a New Filing](#) [Remove From My Dashboard](#) [Delegate Access](#) [Remove Attorney of Record](#)

Case Status Details

[Refresh](#)[View More](#)

Entry Type	Action Name	Event Date	File Name
brief	Other Reply Brief filed by FNAME149702 Corner	06/10/2016	
events	01D - Motion for extension of time to file reply brief (Attorney-Complainant)	05/23/2016	
briefSummary	Brief Due	05/16/2016	
briefSummary	Reply Received	04/22/2016	
briefSummary	PR Received	04/11/2016	

* All times displayed in US Eastern Timezone

Filings

[Showing 1 of 1 records](#)[View More](#)

Filing Category	Filing Type	eFile Number	Filed Documents	Filed By	Status	Submitted On	Last Updated On	Details
Brief	Other Miscellaneous Brief	ARB-2010-510394	document_1.pdf	Simon Greta	SUBMITTED	10/06/2020 - 02:30 EST	10/06/2020 - 02:30 EST	View

* All times displayed in US Eastern Timezone

Documents Served by ARB

[Showing 2 of 2 records](#)[View More](#)

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
ARB-1701-217621	10780618_SN5404-SG-B1 7011215480.pdf			01/12/2017 - 05:00 EST	01/12/2017 - 05:00 EST		01/12/2017 - 05:00 EST
ARB-1604-211073	10560532_SN5404-SG-B1 6042114080.pdf			04/22/2016 - 05:00 EST	04/22/2016 - 05:00 EST		04/22/2016 - 05:00 EST

* All times displayed in US Eastern Timezone

Parties with Access

The table shows all the parties in the appeal who have access to this appeal.

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

Name	Address	User Type	Organization
Barbara Corner	50 West Broad Street, Columbus, United States, Ohio, 43215	Individual	
Kevin Docherty	120 East Baltimore Street, Baltimore, United States, Maryland, 21202	Attorney	
Simon Greta	3506 Marion Street, Vermont, United States, Washington, 36432	Attorney	Gretas Attorneys at Law, 3691 Honeysuckle Lane

Parties on Appeal

The table lists all the parties on this appeal.

[Showing 5 of 5 records](#)[View More](#)

Name	Address	Role in the Case
Barbara Corner	50 West Broad Street, Columbus, OH, 43215	Attorney
Seneca Re-Ad Industries	23 Corporate Place, Fostoria, OH, 44830	Respondent
Stephen Postalakis	Blaugrund Kessler Myers & Postalakis, Worthington, OH, 43085	Attorney
Ralph Magers, et al		Complainant
Kevin Docherty	120 East Baltimore Street, Baltimore, MD, 21202	Attorney

Delegated Users

[Showing 2 of 2 records](#)[View More](#)

Name	Address	Delegated By	Organization
Tracy Guardian	4646 Crestview Terrace, Iotarenisee, Argentina, Chubut, 6573	Simon Greta	Gretas Attorneys at Law, 3691 Honeysuckle Lane
Odo Rumble	2849 Cedar Street, Arkansas, United States, Arkansas, 53433	Simon Greta	Gretas Attorneys at Law, 3691 Honeysuckle Lane



eFile and eServe

4. The appeal details page includes a summary section that gives a summary of the appeal details.

Summary

eFile Case Number	EFS-ARB-1604-064652
Docket Number	ARB-2016-0054
Board	ARB
Case Type	FLS
Claimant Name	Seneca Re-Ad Industries
Appeal Date	04/11/2016
Decision Date	03/28/2016
proSe	FALSE

[Submit a New Filing](#) [Remove From My Dashboard](#) [Delegate Access](#) [Remove Attorney of Record](#)

5. The appeal details page includes buttons **Submit a New Filing**, **Remove From My Dashboard**, **Delegate Access** and **Remove Attorney of Record/Make Attorney of Record**.
 - a. 'Submit a New Filing' button is to bring up the form to submit a new filing related to the appeal.
 - b. Click on the 'Remove from My Dashboard' button is to bring up the page that lets you remove the appeal from your Boards dashboard
 - c. If you are an attorney with an organization, you will get the button 'Delegate Access' with which you can delegate the control of submitting filings to other members of your organization.
 - d. The “Make Attorney of Record” button converts the observer to a party to the appeal. The “Remove Attorney of Record” button makes the trusted user an observer on the appeal once again.

Summary

eFile Case Number	EFS-ARB-1604-064652
Docket Number	ARB-2016-0054
Board	ARB
Case Type	FLS
Claimant Name	Seneca Re-Ad Industries
Appeal Date	04/11/2016
Decision Date	03/28/2016
proSe	FALSE

[Submit a New Filing](#) [Remove From My Dashboard](#) [Delegate Access](#) [Remove Attorney of Record](#)



6. The appeal details page include tables **Case Status Details**, **Filings**, **Documents Served by BRB**, **Parties with Access**, **Parties on Appeal**, and **Delegated Users**.
- a. **Case Status Details** table shows the various events that have happened to the case since it was docketed
 - b. The **Filings** table lists all the filings that have been submitted to the appeal.
 - c. The **Documents Served by BRB** table lists all the serving issued by the Board on the appeal.
 - d. **Parties with Access** table lists all the parties that have access to this appeal.
 - e. **Parties on Appeal** table lists all the parties that are added to the appeal.
 - f. **Delegated Users** table lists all the users in your organization who have been delegated access to this appeal and the attorney who delegated the user.



eFile and eServe

Case Status Details

[Refresh](#)[View More](#)

Entry Type	Action Name	Event Date	File Name
brief	Other Reply Brief filed by FNAME149702 Corner	06/10/2016	
events	01D - Motion for extension of time to file reply brief (Attorney-Complainant)	05/23/2016	
briefSummary	Brief Due	05/16/2016	
briefSummary	Reply Received	04/22/2016	
briefSummary	PR Received	04/11/2016	

* All times displayed in US Eastern Timezone

Filings

[Showing 1 of 1 records](#)[View More](#)

Filing Category	Filing Type	eFile Number	Filed Documents	Filed By	Status	Submitted On	Last Updated On	Details
Brief	Other Miscellaneous Brief	ARB-2010-510394	document_1.pdf	Simon Greta	SUBMITTED	10/06/2020 - 02:30 EST	10/06/2020 - 02:30 EST	View

* All times displayed in US Eastern Timezone

Documents Served by ARB

[Showing 2 of 2 records](#)[View More](#)

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
ARB-1701-217621	10780618_SN5404-SG-B1 7011215480.pdf			01/12/2017 - 05:00 EST	01/12/2017 - 05:00 EST		01/12/2017 - 05:00 EST
ARB-1604-211073	10560532_SN5404-SG-B1 6042114080.pdf			04/22/2016 - 05:00 EST	04/22/2016 - 05:00 EST		04/22/2016 - 05:00 EST

* All times displayed in US Eastern Timezone

Parties with Access

The table shows all the parties in the appeal who have access to this appeal

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

Name	Address	User Type	Organization
Barbara Corner	50 West Broad Street, Columbus, United States, Ohio, 43215	Individual	
Kevin Docherty	120 East Baltimore Street, Baltimore, United States, Maryland, 21202	Attorney	
Simon Greta	3506 Marion Street, Vermont, United States, Washington, 36432	Attorney	Gretas Attorneys at Law, 3691 Honeysuckle Lane

Parties on Appeal

The table lists all the parties on this appeal.

[Showing 5 of 5 records](#)[View More](#)

Name	Address	Role in the Case
Barbara Corner	50 West Broad Street, Columbus, OH, 43215	Attorney
Seneca Re-Ad Industries	23 Corporate Place, Fostoria, OH, 44830	Respondent
Stephen Postalakis	Blaugrund Kessler Myers & Postalakis, Worthington, OH, 43085	Attorney
Ralph Magers, et al		Complainant
Kevin Docherty	120 East Baltimore Street, Baltimore, MD, 21202	Attorney

Delegated Users

[Showing 2 of 2 records](#)[View More](#)

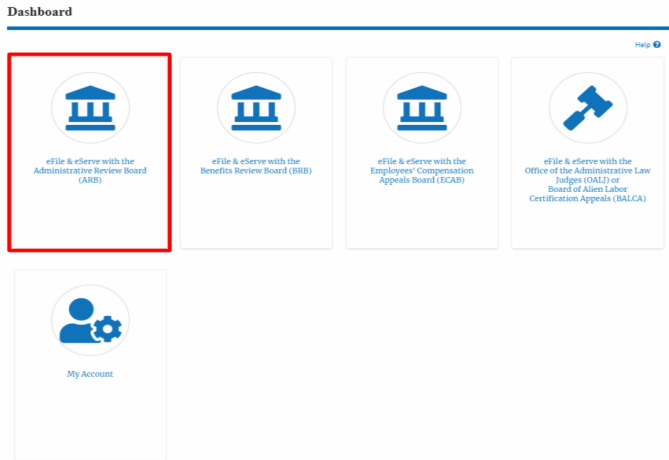
Name	Address	Delegated By	Organization
Tracy Guardian	4646 Crestview Terrace, Iotarenisee, Argentina, Chubut, 6573	Simon Greta	Gretas Attorneys at Law, 3691 Honeysuckle Lane
Odo Rumble	2849 Cedar Street, Arkansas, United States, Arkansas, 53433	Simon Greta	Gretas Attorneys at Law, 3691 Honeysuckle Lane



eFile and eServe

HOW TO BECOME ATTORNEY OF RECORD?

1. Click on the **ARB** tile from the main dashboard.



2. Click on an Appeal from **Accessed Cases** table with User Type “**Observer**”.

ARB Dashboard

[File a New Appeal - ARB](#) [Access Appeals](#) [Help](#)

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 4 of 4 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ARB-2011-0031	EFS-ARB-1103-050112	Marc M. Twyman	09/15/20 - 02:37:16 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2020-0014	EFS-ARB-1911-072172	Ms. Board Tester	09/10/20 - 08:40:19 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2020-0013	EFS-ARB-1911-071088	Ms. Shannon Hadley	09/10/20 - 08:39:21 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2011-0076	EFS-ARB-1108-082600	Latonya Milton	08/24/20 - 01:26:35 EST	AoR	Org - Jacky, Address - Jacky 1

* All times displayed in US Eastern Timezone

3. The appeal details page will be displayed with **Remove From My Dashboard** and **Make Attorney of Record** buttons.

Appeal Details

Summary

eFile Case Number	EFS-ARB-1103-050112
Docket Number	ARB-2011-0031
Board	ARB
Case Type	SOX
Claimant Name	Marc M. Twyman
Appeal Date	03/01/2011
Decision Date	12/31/1969
proSe	TRUE

[Remove From My Dashboard](#)

[Make Attorney of Record](#)



- Click on the **Make Attorney of Record** button.

Appeal Details

Summary

eFile Case Number	EFS-ARB-1103-050112
Docket Number	ARB-2011-0031
Board	ARB
Case Type	SOX
Claimant Name	Marc M. Twyman
Appeal Date	03/01/2011
Decision Date	12/31/1969
proSe	TRUE

[Remove From My Dashboard](#)[Make Attorney of Record](#)

- The case details page is displayed with **Submit a New Filing**, **Remove From My Dashboard**, **Remove Attorney of Record**, and **Delegate Access** buttons along with a confirmation message.

Appeal Details

✓ You are now an Attorney of Record.

Summary

eFile Case Number	EFS-ARB-1103-050112
Docket Number	ARB-2011-0031
Board	ARB
Case Type	SOX
Claimant Name	Marc M. Twyman
Appeal Date	03/01/2011
Decision Date	12/31/1969
proSe	TRUE

[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)



eFile and eServe

6. Click on the **ARB Dashboard** breadcrumb to go to the appeal dashboard.



Appeal Details

7. The accessed case will be shown in your **Accessed Appeals** table with User Type **AoR**.

ARB Dashboard



Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 4 of 4 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ARB-2011-0031	EFS-ARB-1103-050112	Marc M. Twyman	09/15/20 - 02:37:16 EST	AoR	Org - Jacky, Address - Jacky 1
ARB-2020-0014	EFS-ARB-1911-072172	Ms. Board Tester	09/10/20 - 08:40:19 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2020-0013	EFS-ARB-1911-071088	Ms. Shannon Hadley	09/10/20 - 08:39:21 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2011-0076	EFS-ARB-1108-082600	Latonya Milton	08/24/20 - 01:26:35 EST	AoR	Org - Jacky, Address - Jacky 1

* All times displayed in US Eastern Timezone

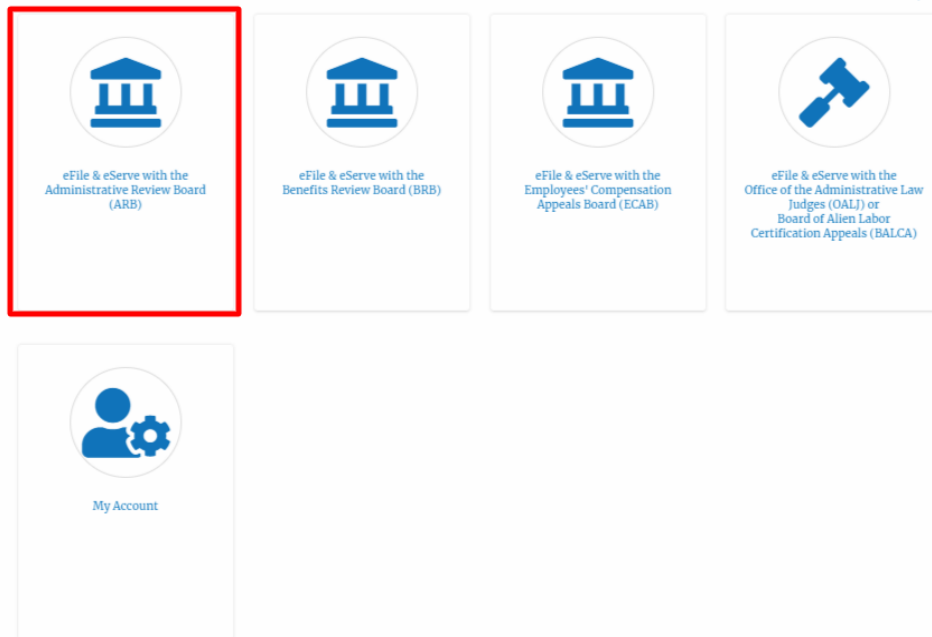


eFile and eServe

HOW TO REMOVE ATTORNEY OF RECORD?

1. Click on the **ARB** tile from the main dashboard.

Dashboard



2. Click on an Appeal from **Accessed Cases** table with User Type “AoR”.

ARB Dashboard

[File a New Appeal - ARB](#) [Access Appeals](#) [Help](#)

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 4 of 4 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ARB-2011-0031	EFS-ARB-1103-050112	Marc M. Twyman	09/15/20 - 02:37:16 EST	AoR	Org - Jacky, Address - Jacky 1
ARB-2020-0014	EFS-ARB-1911-072172	Ms. Board Tester	09/10/20 - 08:40:19 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2020-0013	EFS-ARB-1911-071088	Ms. Shannon Hadley	09/10/20 - 08:39:21 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2011-0076	EFS-ARB-1108-082600	Latonya Milton	08/24/20 - 01:26:35 EST	AoR	Org - Jacky, Address - Jacky 1

* All times displayed in US Eastern Timezone



3. The appeal details page will be displayed with **Submit a New Filing**, **Remove From My Dashboard**, **Remove Attorney of Record**, and **Delegate Access** buttons.

Appeal Details

Summary

eFile Case Number	EFS-ARB-1103-050112
Docket Number	ARB-2011-0031
Board	ARB
Case Type	SOX
Claimant Name	Marc M. Twyman
Appeal Date	03/01/2011
Decision Date	12/31/1969
proSe	TRUE

[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)

4. Click on the **Remove Attorney of Record** button.

Appeal Details

Summary

eFile Case Number	EFS-ARB-1103-050112
Docket Number	ARB-2011-0031
Board	ARB
Case Type	SOX
Claimant Name	Marc M. Twyman
Appeal Date	03/01/2011
Decision Date	12/31/1969
proSe	TRUE


[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)



eFile and eServe

- The appeal details page will be displayed with **Remove From My Dashboard** and **Make Attorney of Record** buttons along with a confirmation message.

Appeal Details

 You have been removed as Attorney of Record from this appeal.

eFile Case Number	EFS-ARB-1103-050112
Docket Number	ARB-2011-0031
Board	ARB
Case Type	SOX
Claimant Name	Marc M. Twyman
Appeal Date	03/01/2011
Decision Date	12/31/1969
proSe	TRUE

Remove From My DashboardMake Attorney of Record

- Click on the **ARB Dashboard** breadcrumb to go to the appeal dashboard.



Appeal Details

- The accessed appeal will be shown in your **Accessed Appeals** table with User Type **Observer**.

ARB Dashboard

File a New Appeal - ARBAccess AppealsHelp ?

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 4 of 4 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ARB-2011-0031	EFS-ARB-1103-050112	Marc M. Twyman	09/15/20 - 02:37:16 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2020-0014	EFS-ARB-1911-072172	Ms. Board Tester	09/10/20 - 08:40:19 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2020-0013	EFS-ARB-1911-071088	Ms. Shannon Hadley	09/10/20 - 08:39:21 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2011-0076	EFS-ARB-1108-082600	Latonya Milton	08/24/20 - 01:26:35 EST	AoR	Org - Jacky, Address - Jacky 1

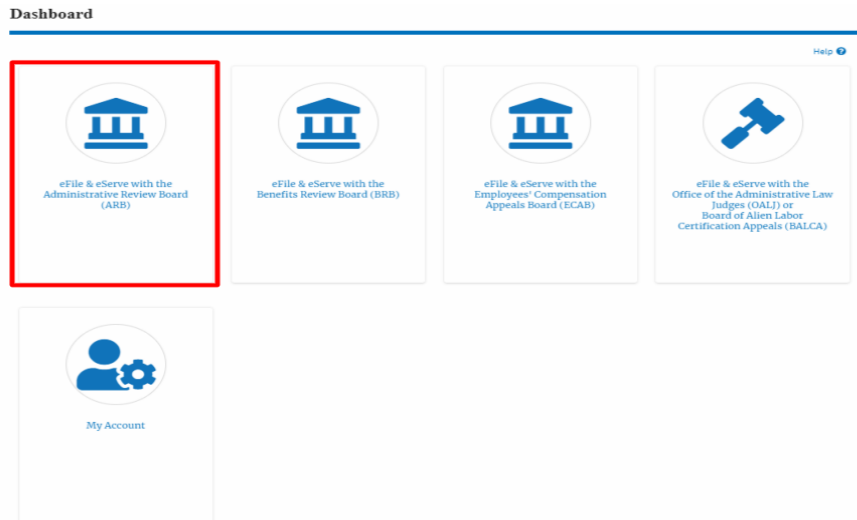
* All times displayed in US Eastern Timezone



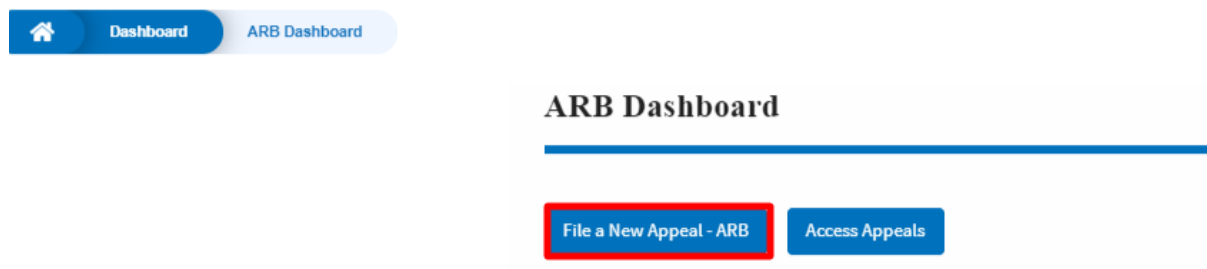
eFile and eServe

HOW TO FILE A NEW APPEAL IN ARB?

1. Click on the **ARB** tile from the main dashboard.



2. Click on the **File a New Appeal - ARB** button.



3. Click on the **Continue** button from the popup displayed.





eFile and eServe

4. Fill out all the mandatory fields on each page of the wizard and click the Next button.

Note: Fields in pages may change according to each selection on the previous page.

New Appeal

44%

▼ Help

Please enter the date of the decision being appealed. This can be found on the decision document that you are appealing. Please also upload the decision being appealed in Adobe PDF format.

Decision Date *

mm/dd/yyyy

Do you have a decision file to upload?

☐ Yes

☒ No

Petition for Review File *

Choose File

No file chosen

Files must be submitted in PDF format and should be no larger than 200MB. To upload a file please click choose file and find and select the file from your computer

Previous

Save Draft

Cancel

Next



New Appeal

66%

▼ Help

If you are appealing an order from the Office of Administrative Law Judges (OALJ), please enter the OALJ Case Number found on the decision document issued by the OALJ.

OALJ Case Number format should be in this form: YYYYYXNNNNNN (no hyphens) Example: 2020-BLA-05735 should be entered as 2020BLA05735

If the OALJ Case Number is in a different format, change it to the above format. Example: 19-BLA-5735 Must Be entered as 2019BLA05735

If need to enter more OALJ Case Numbers, when answering the question, "Do you have more OALJ Case Numbers?," the field will display additional space for the entry. Please enter as many OALJ Case Numbers as needed on this form.

Please click "Next" to continue your filing.

OALJ Case Number ? *

Enter OALJ Case Number

ex.2013BLA12345

Do you have additional OALJ Case Numbers?

☐ Yes

☒ No

Previous

Save Draft

Cancel

Next



New Appeal

77%

▼ Help

Please enter all the parties that are associated with this appeal. Please click the "Add New Party" button to enter them. It is your responsibility to make sure the information that you provide is accurate as this information will be used for the electronic service of documents that will be performed in this case.

If you have changed the OALJ numbers, please remove the previously fetched parties manually and then click on the "Reload Parties" button to fetch the parties from the changed OALJ numbers.

Add New Party

Reload Parties

Case Parties

Your profile information will always be loaded as the first party in the appeal. The following is your information taken from the profile information in your account.

Alex J Jacob
City, US-AR
Role: Attorney

Aaron Tester
Brigh, US-AR
Role: Claimant
Source ALJ Number **2013-BLA-14442**

Edit

Remove

Previous

Save Draft

Cancel

Next



New Appeal



▼ Help

Please review the information below to ensure that the attorneys of record are assigned to the correct parties. Please click "Next" to continue your filing.

Party Details

Name	Role
Alex J Jacob Dr.	Attorney
Aaron Tester	Claimant

Select the parties represented by Alex J Jacob Dr.

Aaron Tester

Petitioner in this Appeal *

Aaron Tester

Previous

Save Draft

Cancel

Next



eFile and eServe

100%

Terms & Conditions

This system is solely for the use of parties with cases pending before the Adjudicatory Boards (ARB, BRB & ECAB) of the U.S. Department of Labor.

☐ Accept Above Terms & Conditions

Previous

Save Draft

Cancel

Preview

Submit to ARB

- On the final page of the wizard, **Accept Above Terms & Conditions** and click on the '**Submit to ARB**' button.

100%

Terms & Conditions

This system is solely for the use of parties with cases pending before the Adjudicatory Boards (ARB, BRB & ECAB) of the U.S. Department of Labor.

☒ Accept Above Terms & Conditions

Previous

Save Draft

Cancel

Preview

Submit to ARB



eFile and eServe

- The new appeal will be shown in your **'New Appeals'** table with **'SUBMITTED'** status along with a confirmation message.

New Appeals

The following are the appeals you have created. Click on the eFile Case Number link to view case status, access filings and savings and to submit new filings.

Showing 2 of 2 records [View More](#)

Docket Number	eFile Number	Case Type	Status	Last Updated On	Details
Pending Assignment	ARB-2009-510198	BLA - Black Lung Benefits Act	SUBMITTED	09/14/2020 - 02:40 EST	View
ARB-2009-1094	ARB-2009-502394	ARB - Aviation Investment & Reform Act (AIR21) Whistleblower	APPROVED	09/17/2020 - 09:33 EST	View
Pending Assignment	ARB-2007-500252	CFR - Consumer Financial Protection Act	SUBMITTED	01/17/2020 - 08:28 EST	View

* All times displayed in US Eastern Timezone

Appeals in Draft State

eFile Case Number	eFile Number	Case Type	Draft Saved On	Actions
There are no appeals in draft state to display.				

* All times displayed in US Eastern Timezone

- Click on the **View** link under the **Details** table header. The user is navigated to the appeal's view details page.

Appeal Details

Docket Number	Pending Assignment
eFile Number	ARB-2009-510198
eFile Case Number	EFS-ARB-2009-208941
Board	ARB
Case Type	BLA - Black Lung Benefits Act
Decision Date (Lower court)	09/08/2020
Decision File	Document not uploaded
OALJ Case Number	2013BLA14442
Petition for Review File	Petition_4.pdf
Your Role in this Appeal	Attorney/Lay Representative
Organization	Boards Delegation Testing
Status	SUBMITTED
Access Status	SUBMITTED
Submitted On	09/14/2020 - 02:58 EST

Parties in this Appeal

The table lists all the parties in this appeal.

Name	Address	Role in the Case
Emma Sunny	578 Cross St. Brighton, MA 02135, MA, US-CA, 98392	Attorney
Aaron Tester	459 Temple Street Powder Springs, GA 30127, Brigh, US-AR, 12435	Claimant

Status Update Log

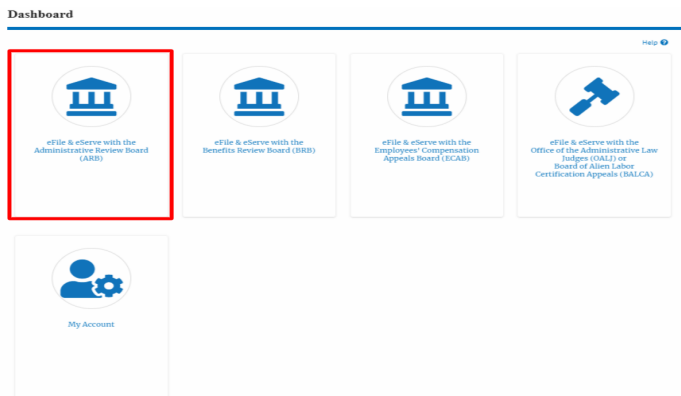
eFile Number	eFile Status	Comment	Updated On
ARB-2009-510198	SUBMITTED	New appeal has been submitted.	09/14/2020 - 02:58 EST



eFile and eServe

HOW TO SUBMIT A NEW FILING TO AN APPEAL IN ARB?

1. Click on the **ARB** tile from the main dashboard.



2. Click on the <Docket Number> link with **User Type "AoR"**. The user is navigated to the appeal details page.

ARB Dashboard

[File a New Appeal - ARB](#) [Access Appeals](#) [Help](#)

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 4 of 4 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ARB-2011-0031	EFS-ARB-1103-050112	Marc M. Twyman	09/15/20 - 02:37:16 EST	AoR	Org - Jacky, Address - Jacky 1
ARB-2020-0014	EFS-ARB-1911-072172	Ms. Board Tester	09/10/20 - 08:40:19 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2020-0013	EFS-ARB-1911-071088	Ms. Shannon Hadley	09/10/20 - 08:39:21 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2011-0076	EFS-ARB-1108-082600	Latonya Milton	08/24/20 - 01:26:35 EST	AoR	Org - Jacky, Address - Jacky 1

* All times displayed in US Eastern Timezone

3. Click on the 'Submit a New Filing' button. User is navigated to 'New Filing to Boards' page

Appeal Details

Summary

eFile Case Number	EFS-ARB-1103-050112
Docket Number	ARB-2011-0031
Board	ARB
Case Type	SOX
Claimant Name	Marc M. Twyman
Appeal Date	03/01/2011
Decision Date	12/31/1969
proSe	TRUE

[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)



eFile and eServe

- The user selects the '**Filing Category**' and its '**Filing Type**' and uploads the mandatory field and clicks on the '**Submit to DOL**' button.

New Filing to ARB

[Help ?](#)

Your profile will be sent with the request. Please make sure that your profile is current and accurate. You can do this through the My Profile menu in the Dashboard.

Docket Number

Filing Category *

File *

No file chosen

Only files with the following extensions are allowed: pdf and size should be less than 200MB

IMPORTANT NOTICE FOR REDACTION RESPONSIBILITY

All filers must redact filings in compliance with 29 C.F.R. § 18.31. This regulation generally requires redaction of:

- Social Security numbers
- Taxpayer-identification numbers
- Dates of birth
- Names of minor children
- Financial account numbers

This requirement applies to all documents being filed, including exhibits and attachments

☒ I understand that I must comply with the redaction rules. I have read this notice.



eFile and eServe

5. The filing request is listed in the **'Filings'** table with **'SUBMITTED'** status along with a confirmation message.

Appeal Details

✓ The new filing has been submitted to the appeal. [Help](#)

Summary

eFile Case Number	EFS-ARB-2007-200214
Docket Number	ARB-2020-0478
Board	ARB
Case Type	BLA
Claimant Name	
Appeal Date	07/24/2020
Decision Date	12/31/1969
prof	FALSE

[Submit a New Filing](#) [Remove From My Dashboard](#) [Delegate Access](#)

Case Status Details [Refresh](#)

Entry Type	Action Name	Event Date	File Name
There are no statuses to show.			

* All times displayed in US Eastern Timezone

Filings

Showing 5 of 5 records [View More](#)

Filing Category	Filing Type	eFile Number	Filed Documents	Filed By	Status	Submitted On	Last Updated On	Details
Brief	Intervener Brief	ARB-2009-510199	Processing please wait.	Emma Sunny	SUBMITTED	09/14/2020 - 03:35 EST	09/14/2020 - 03:35 EST	View
Motion	Notice of Entry of Appearance	ARB-2007-500642	SampleTestFileA_3.pdf	Bosco Tester	REJECTED	07/28/2020 - 04:10 EST	07/28/2020 - 04:41 EST	View
Brief	Amicus Brief	ARB-2007-500645	SampleTestFileD_1.pdf	Bosco Tester	APPROVED	07/28/2020 - 04:31 EST	07/28/2020 - 04:41 EST	View
Brief	Rebuttal Brief	ARB-2007-500641	TestBriefFileA_6.pdf	Emma Sunny	REJECTED	07/28/2020 - 03:43 EST	07/28/2020 - 03:48 EST	View
Motion	Motion to Dismiss	ARB-2007-500636	TestMotionFileA_3.pdf	Emma Sunny	APPROVED	07/28/2020 - 03:12 EST	07/28/2020 - 03:37 EST	View

* All times displayed in US Eastern Timezone

6. Click on the **'View'** link under the **'Details'** table header. The user is navigated to the view details page.

Appeal Details

✓ The new filing has been submitted to the appeal. [Help](#)

Summary

eFile Case Number	EFS-ARB-2007-200214
Docket Number	ARB-2020-0478
Board	ARB
Case Type	BLA
Claimant Name	
Appeal Date	07/24/2020
Decision Date	12/31/1969
prof	FALSE

[Submit a New Filing](#) [Remove From My Dashboard](#) [Delegate Access](#)

Case Status Details [Refresh](#)

Entry Type	Action Name	Event Date	File Name
There are no statuses to show.			

* All times displayed in US Eastern Timezone

Filings

Showing 5 of 5 records [View More](#)

Filing Category	Filing Type	eFile Number	Filed Documents	Filed By	Status	Submitted On	Last Updated On	Details
Brief	Intervener Brief	ARB-2009-510199	Processing please wait.	Emma Sunny	SUBMITTED	09/14/2020 - 03:35 EST	09/14/2020 - 03:35 EST	View
Motion	Notice of Entry of Appearance	ARB-2007-500642	SampleTestFileA_3.pdf	Bosco Tester	REJECTED	07/28/2020 - 04:10 EST	07/28/2020 - 04:41 EST	View
Brief	Amicus Brief	ARB-2007-500645	SampleTestFileD_1.pdf	Bosco Tester	APPROVED	07/28/2020 - 04:31 EST	07/28/2020 - 04:41 EST	View
Brief	Rebuttal Brief	ARB-2007-500641	TestBriefFileA_6.pdf	Emma Sunny	REJECTED	07/28/2020 - 03:43 EST	07/28/2020 - 03:48 EST	View
Motion	Motion to Dismiss	ARB-2007-500636	TestMotionFileA_3.pdf	Emma Sunny	APPROVED	07/28/2020 - 03:12 EST	07/28/2020 - 03:37 EST	View

* All times displayed in US Eastern Timezone



eFile and eServe

7. The user is displayed with a details popup and can click on the document links which are submitted by the user.

Filing Details	
eFile Number	ARB-2009-510199
eFile Case Number	EFS-ARB-2007-200214
Filing Category	Brief
Filing Type	Intervener Brief
Filed Documents	Decisionfile_3.pdf
Status	SUBMITTED
Submitted On	09/14/2020 - 03:35 EST

Status Update Log

eFile Number	eFile Status	Comment	Updated On
ARB-2009-510199	SUBMITTED	New filing has been submitted.	09/14/2020 - 03:35 EST

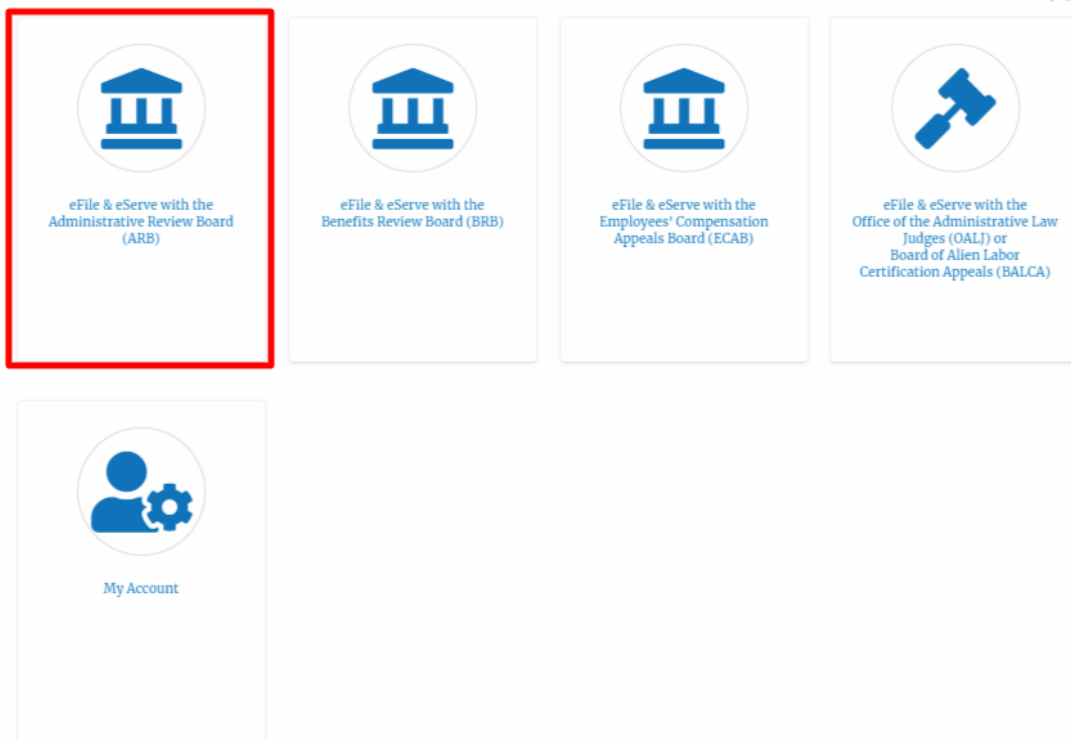


eFile and eServe

HOW TO ACCESS ARB - APPEAL DETAILS PAGE BY DELEGATED USER?

1. Click on the **eFile & eServe with the Administrative Review Board (ARB)** tile from the main dashboard.

Dashboard



2. In the ARB Dashboard, click on the <Docket Number> link from the **Appeals Delegated to Me** table.

Appeals Delegated to Me

The following are the appeals you have been delegated to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 2 of 2 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Delegated By	Delegated On	Organization
ARB-2016-0054	EFS-ARB-1604-064652	Seneca Re-Ad Industries	Simon Greta	10/13/20 - 10:09:45 EST	Gretas Attorneys at Law , 3691 Honeysuckle Lane
ARB-2019-0048	EFS-ARB-1904-072205	Norfolk Southern Railway Company	Simon Greta	10/01/20 - 08:36:31 EST	Gretas Attorneys at Law , 3691 Honeysuckle Lane

* All times displayed in US Eastern Timezone



eFile and eServe

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

Appeal Details

Summary

eFile Case Number	EFB-ARB-1604-064652
Docket Number	ARB-2016-0054
Board	ARB
Case Type	FLS
Claimant Name	Seneca Re-Ad Industries
Appeal Date	04/11/2016
Decision Date	03/28/2016
Probe	FALSE

[Submit a New Filing](#) [Remove From My Dashboard](#) [Delegate Access](#) [Remove Attorney of Record](#)

Case Status Details

[Refresh](#)

[View More](#)

Entry Type	Action Name	Event Date	File Name
brief	Other Reply Brief filed by FNAME149702 Corner	06/10/2016	
events	01D - Motion for extension of time to file reply brief (Attorney-Complainant)	05/23/2016	
briefSummary	Brief Due	05/18/2016	
briefSummary	Reply Received	04/22/2016	
briefSummary	PR Received	04/11/2016	

* All times displayed in US Eastern Timezone

Filings

Showing 1 of 1 records [View More](#)

Filing Category	Filing Type	eFile Number	Filed Documents	Filed By	Status	Submitted On	Last Updated On	Details
Brief	Other Miscellaneous Brief	ARB-2010-510394	document_1.pdf	Simon Greta	SUBMITTED	10/06/2020 - 02:30 EST	10/06/2020 - 02:30 EST	View

* All times displayed in US Eastern Timezone

Documents Served by ARB

Showing 2 of 2 records [View More](#)

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
ARB-1701-217621	10780618_SN5404-SG-B1 7011215480.pdf			01/12/2017 - 05:00 EST	01/12/2017 - 05:00 EST		01/12/2017 - 05:00 EST
ARB-1604-211073	10560532_SN5404-SG-B1 6042114080.pdf			04/22/2016 - 05:00 EST	04/22/2016 - 05:00 EST		04/22/2016 - 05:00 EST

* All times displayed in US Eastern Timezone

Parties with Access

The table shows all the parties in the appeal who have access to this appeal

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

Name	Address	User Type	Organization
Barbara Corner	50 West Broad Street, Columbus, United States, Ohio, 43215	Individual	
Kevin Docherty	120 East Baltimore Street, Baltimore, United States, Maryland, 21202	Attorney	
Simon Greta	3506 Marion Street, Vermont, United States, Washington, 36432	Attorney	Gretas Attorneys at Law, 3691 Honeysuckle Lane

Parties on Appeal

The table lists all the parties on this appeal.

Showing 5 of 5 records [View More](#)

Name	Address	Role in the Case
Barbara Corner	50 West Broad Street, Columbus, OH, 43215	Attorney
Seneca Re-Ad Industries	23 Corporate Place, Fostoria, OH, 44830	Respondent
Stephen Postalakis	Blaugrund Kessler Myers & Postalakis, Worthington, OH, 43085	Attorney
Ralph Magers, et al		Complainant
Kevin Docherty	120 East Baltimore Street, Baltimore, MD, 21202	Attorney

Delegated Users

Showing 2 of 2 records [View More](#)

Name	Address	Delegated By	Organization
Tracy Guardian	4646 Crestview Terrace, Iotarenisee, Argentina, Chubut, 6573	Simon Greta	Gretas Attorneys at Law, 3691 Honeysuckle Lane
Odo Rumble	2849 Cedar Street, Arkansas, United States, Arkansas, 53433	Simon Greta	Gretas Attorneys at Law, 3691 Honeysuckle Lane

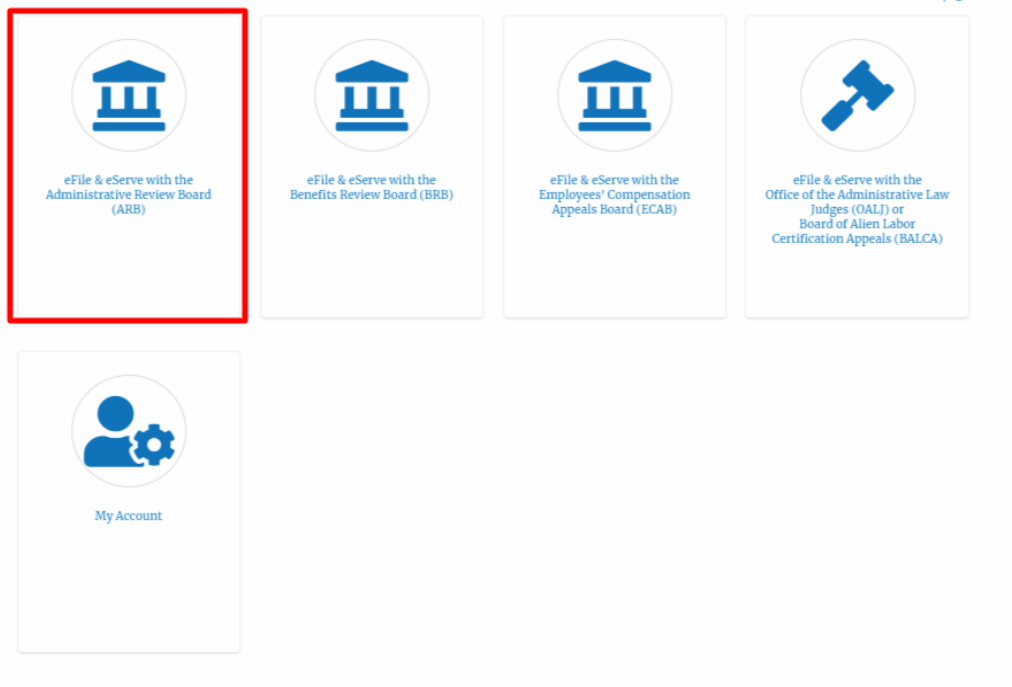


eFile and eServe

HOW TO DELEGATE ACCESS TO AN APPEAL IN ARB?

1. Click on the **ARB** tile from the main dashboard.

Dashboard



2. Click on the <Docket Number> link with **User Type "AoR"**. The user is navigated to the appeal details page.



eFile and eServe

ARB Dashboard

[File a New Appeal - ARB](#)[Access Appeals](#)[Help](#)

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 4 of 4 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ARB-2011-0031	EFS-ARB-1103-050112	Marc M. Twyman	09/15/20 - 02:37:16 EST	AoR	Org - Jacky, Address - Jacky 1
ARB-2020-0014	EFS-ARB-1911-072172	Ms. Board Tester	09/10/20 - 08:40:19 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2020-0013	EFS-ARB-1911-071088	Ms. Shannon Hadley	09/10/20 - 08:39:21 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2011-0076	EFS-ARB-1108-082600	Latonya Milton	08/24/20 - 01:26:35 EST	AoR	Org - Jacky, Address - Jacky 1

* All times displayed in US Eastern Timezone

- Click on the 'Delegate Access' button. User is navigated to the 'Organization Members' page.

Appeal Details

Summary

eFile Case Number	EFS-ARB-1103-050112
Docket Number	ARB-2011-0031
Board	ARB
Case Type	SOX
Claimant Name	Marc M. Twyman
Appeal Date	03/01/2011
Decision Date	12/31/1969
proSe	TRUE

[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)

- From the **Organization Members** table displayed, click on the **Delegate** link under 'Actions' table header against the user to be delegated.



eFile and eServe

Organization Members

Organization: Boards Delegation Testing

Help ?

Name	Email
<input type="text" value="Enter Name"/>	<input type="text" value="Enter Email"/>
<input type="button" value="Search"/>	

Name	Email	User Type	Actions
Dion - John	diontester001@gmail.com	Attorney	Delegate
Angel George	angeltester001@gmail.com	Attorney	Delegate

5. The delegate confirmation will be displayed. Also, the “Delegate” link against delegated member changes to “Remove Delegation”.

Organization Members

<div><div>✓</div><div><ul style="list-style-type: none">Dion John has been delegated to this appeal.An email notification has been sent to Dion John at diontester001@gmail.com.</div></div>

Help ?

Organization: Boards Delegation Testing

Name	Email
<input type="text" value="Enter Name"/>	<input type="text" value="Enter Email"/>
<input type="button" value="Search"/>	

Name	Email	User Type	Actions
Dion - John	diontester001@gmail.com	Attorney	Remove Delegation
Angel George	angeltester001@gmail.com	Attorney	Delegate

6. In the **Appeal Details** page, the delegated member will be displayed in the **Delegated User** table.



eFile and eServe

Delegated Users

Showing 2 of 2 records [View More](#)

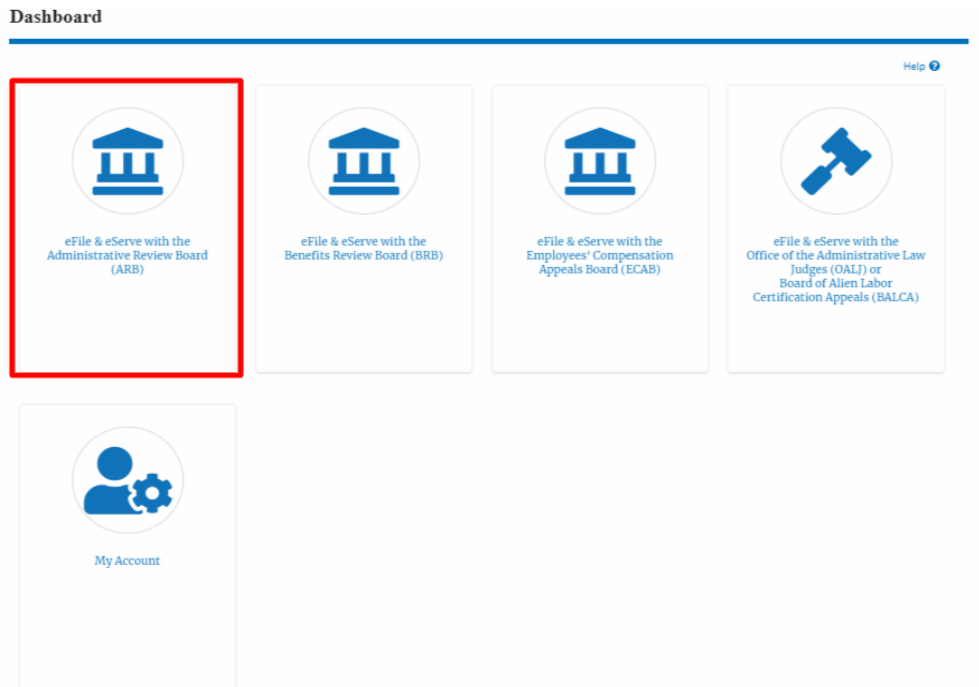
Name	Address	Delegated By	Organization
Dion John	200 Constitution Avenue, NW, Washington, United States, California, 20211-1111	Emma Sunny	Boards Delegation Testing, 200 Constitution Avenue, NW
Bosco Tester	200 Constitution Avenue, NW, Washington, United States, District of Columbia, 20210	Emma Sunny	Boards Delegation Testing, 200 Constitution Avenue, NW



eFile and eServe

HOW TO REMOVE DELEGATION ACCESS IN AN APPEAL IN ARB?

1. Click on the **ARB** tile from the main dashboard.



2. Click on the approved <Docket Number> link with **User Type “AoR”**. The user is navigated to the appeal details page.

ARB Dashboard

[File a New Appeal - ARB](#) [Access Appeals](#) [Help](#)

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 4 of 4 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ARB-2011-0031	EFS-ARB-1103-050112	Marc M. Twyman	09/15/20 - 02:37:16 EST	AoR	Org - Jacky, Address - Jacky 1
ARB-2020-0014	EFS-ARB-1911-072172	Ms. Board Tester	09/10/20 - 08:40:19 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2020-0013	EFS-ARB-1911-071088	Ms. Shannon Hadley	09/10/20 - 08:39:21 EST	Observer	Org - Jacky, Address - Jacky 1
ARB-2011-0076	EFS-ARB-1108-082600	Latonya Milton	08/24/20 - 01:26:35 EST	AoR	Org - Jacky, Address - Jacky 1

* All times displayed in US Eastern Timezone



eFile and eServe

- Click on the 'Delegate Access' button. User is navigated to the 'Organization Members' page.

Appeal Details

Summary

eFile Case Number	EFS-ARB-1103-050112
Docket Number	ARB-2011-0031
Board	ARB
Case Type	SOX
Claimant Name	Marc M. Twyman
Appeal Date	03/01/2011
Decision Date	12/31/1969
proSe	TRUE

[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)

- From the **Organization Members** table displayed, click on the **Remove Delegation** link under 'Actions' table header against the user to remove delegation.

Organization Members

Organization: Boards Delegation Testing

[Help ?](#)

Name	Email	
<input type="text" value="Enter Name"/>	<input type="text" value="Enter Email"/>	<input type="button" value="Search"/>

Name	Email	User Type	Actions
Dion - John	diontester001@gmail.com	Attorney	Remove Delegation
Angel George	angeltester001@gmail.com	Attorney	Delegate

- The remove delegation confirmation will be displayed. Also, the "Remove Delegation" link against member changes to "Delegate".

Organization Members

- Removed Dion John's delegated access to this appeal.
- An email notification has been sent to Dion John at diontester001@gmail.com.

[Help ?](#)

Organization: Boards Delegation Testing

Name	Email	
<input type="text" value="Enter Name"/>	<input type="text" value="Enter Email"/>	<input type="button" value="Search"/>

Name	Email	User Type	Actions
Dion - John	diontester001@gmail.com	Attorney	Delegate
Angel George	angeltester001@gmail.com	Attorney	Delegate

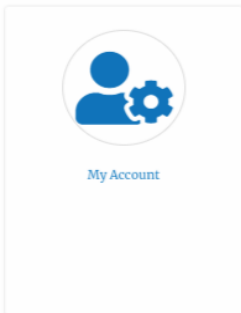
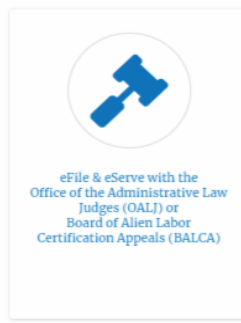
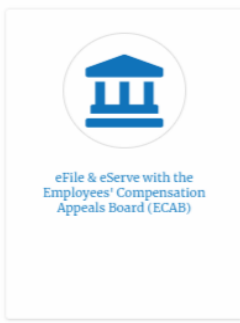
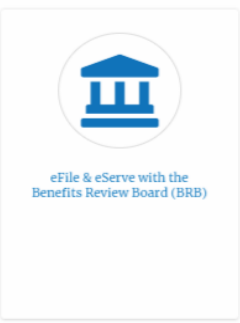
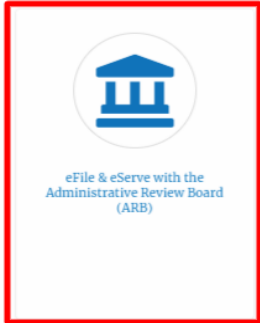


eFile and eServe

HOW TO ACCESS SERVINGS IN ARB?

1. Click on the **ARB** tile from the main dashboard.

Dashboard



2. Click on the approved <Docket Number> link with **User Type "AoR"**. The user is navigated to the appeal details page.

ARB Dashboard

[File a New Appeal - ARB](#) [Access Appeals](#) [Help ?](#)

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 5 of 12 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ARB-2019-0078	EFS-ARB-1908-072033	Michael Brooks	10/13/20 - 07:19:03 EST	AoR	Gretas Attorneys at Law, 3691 Honeysuckle Lane
ARB-2016-0054	EFS-ARB-1604-064652	Seneca Re-Ad Industries	10/06/20 - 01:58:46 EST	AoR	Gretas Attorneys at Law, 3691 Honeysuckle Lane
ARB-2020-0001	EFS-ARB-1910-071880	Scott Figgins	10/05/20 - 04:04:23 EST	Observer	Gretas Attorneys at Law, 3691 Honeysuckle Lane
ARB-2019-0048	EFS-ARB-1904-072205	Norfolk Southern Railway Company	10/01/20 - 08:24:25 EST	AoR	Gretas Attorneys at Law, 3691 Honeysuckle Lane
ARB-2019-0054	EFS-ARB-1905-071962	Soo Line Railroad Company d/b/a (Jeffrey Helgeson)	10/01/20 - 08:24:25 EST	AoR	Gretas Attorneys at Law, 3691 Honeysuckle Lane

* All times displayed in US Eastern Timezone



eFile and eServe

3. The **Documents Served by ARB** table displays the served documents list.
 - a. **Issued On** – The date and time the serving was issued by ARB
 - b. **Served On** - The date and time the serving was served to the dashboard
 - c. **Notified On** - The date and time the email regarding the serving was sent
 - d. **Accessed On** - The date and time the serving was access by the user.

Documents Served by ARB

Showing 2 of 2 records [View More](#)

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
ARB-1701-217621	10780618_SN5404-5G-B1 7011215480.pdf			01/12/2017 - 05:00 EST	01/12/2017 - 05:00 EST		01/12/2017 - 05:00 EST
ARB-1604-211073	10560532_SN5404-5G-B1 6042114080.pdf			04/22/2016 - 05:00 EST	04/22/2016 - 05:00 EST		04/22/2016 - 05:00 EST

* All times displayed in US Eastern Timezone

4. Click on the **View More** button to navigate to the **Documents Served by ARB** page.

Documents Served by ARB

Showing 2 of 2 records [View More](#)

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
ARB-1701-217621	10780618_SN5404-5G-B1 7011215480.pdf			01/12/2017 - 05:00 EST	01/12/2017 - 05:00 EST		01/12/2017 - 05:00 EST
ARB-1604-211073	10560532_SN5404-5G-B1 6042114080.pdf			04/22/2016 - 05:00 EST	04/22/2016 - 05:00 EST		04/22/2016 - 05:00 EST

* All times displayed in US Eastern Timezone

5. Click on the <file name> to access the served document.

Documents Served by ARB

Help

eFile Number	File Name	Description	File Type
<input type="text" value="Search eFile Number"/>	<input type="text" value="Search File Name"/>	<input type="text" value="Search Description"/>	<input type="text" value="Search File Type"/>

Apply

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
ARB-1701-217621	10780618_SN5404-5G-B1 7011215480.pdf			01/12/2017 - 05:00 EST	01/12/2017 - 05:00 EST		01/12/2017 - 05:00 EST
ARB-1604-211073	10560532_SN5404-5G-B1 6042114080.pdf			04/22/2016 - 05:00 EST	04/22/2016 - 05:00 EST		04/22/2016 - 05:00 EST

* All times displayed in US Eastern Timezone



eFile and eServe

6. The **Accessed On** date will be displayed in the column.

Documents Served by ARB

Help

eFile Number	File Name	Description	File Type
<input type="text" value="Search eFile Number"/>	<input type="text" value="Search File Name"/>	<input type="text" value="Search Description"/>	<input type="text" value="Search File Type"/>

Apply

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
ARB-1701-260839	10780618_SN5404-SG-B1 7011215480.pdf			01/11/2017 - 19:00 EST	01/11/2017 - 19:00 EST	10/13/2020 - 10:23 EST	01/11/2017 - 19:00 EST
ARB-1604-244990	10560532_SN5404-SG-B1 6042114080.pdf			04/21/2016 - 20:00 EST	04/21/2016 - 20:00 EST	10/13/2020 - 10:23 EST	04/21/2016 - 20:00 EST

* All times displayed in US Eastern Timezone



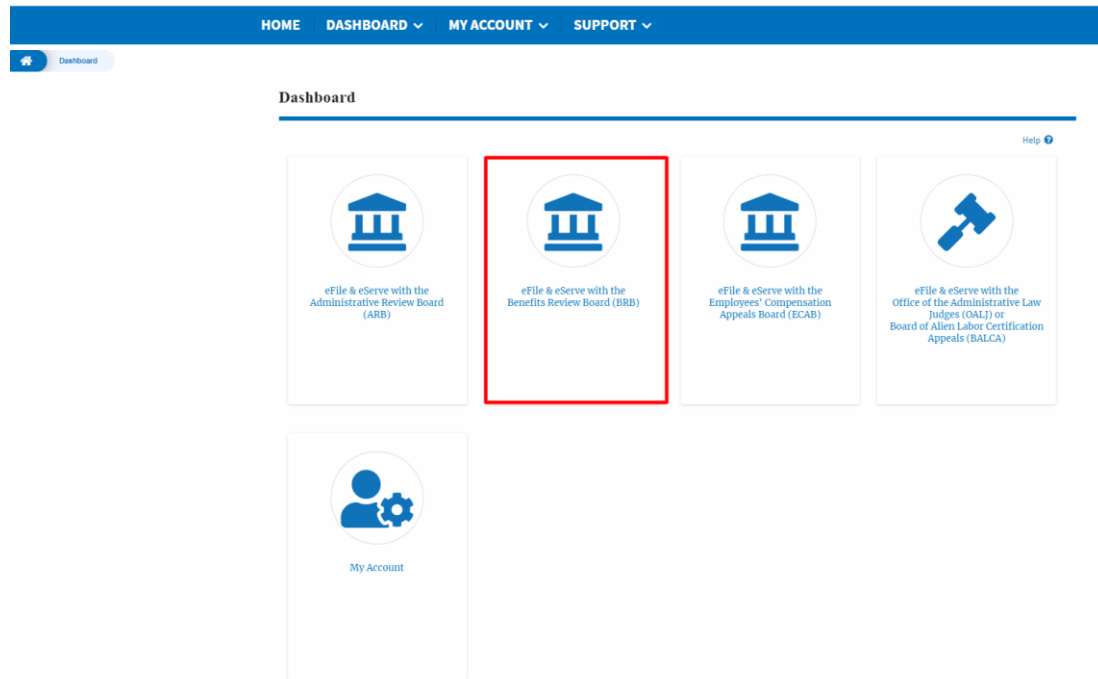
BRB DASHBOARD AND FLOWS



eFile and eServe

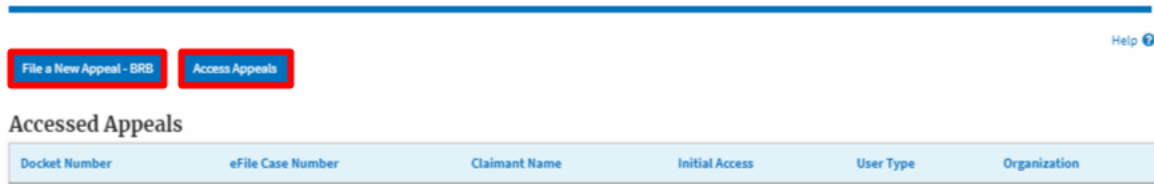
HOW TO VIEW BRB DASHBOARD?

1. Click on the **BRB** tile from the main dashboard page to access the 'BRB' dashboard.



2. BRB Dashboard includes buttons **File a New Appeal - BRB** and **Access Appeals**.

BRB Dashboard



- e. The **File a New Appeal - BRB** button lets users file a new appeal with BRB
- f. The **Access Appeals** button lets the user access appeals directly from BRB.



eFile and eServe

3. BRB Dashboard includes tables **Accessed Appeals**, **Appeals Delegated to Me**, **New Appeals**, and **Appeals in Draft State**.

- The **Accessed Appeals** table lists all the appeals that the user has obtained access to
- The **Appeals Delegated to Me** table lists all the appeals that were delegated to the user by an attorney in the same organization.
- The **New Appeals** table lists all the appeals that were submitted by the user.
- The **Appeals in Draft State** table lists all the appeals that were saved as a draft during the new appeal process.

BRB Dashboard

[File a New Appeal - BRB](#) [Access Appeals](#) [Help](#)

Accessed Appeals

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
There are no records to show.					

* All times displayed in US Eastern Timezone

Appeals Delegated to Me

Docket Number	eFile Case Number	Claimant Name	Delegated By	Delegated On	Organization
There are no delegated appeal to show.					

* All times displayed in US Eastern Timezone

New Appeals

The following are the appeals you have created. Click on the eFile Case Number link to view case status, access filings and servings and to submit new filings.

Showing 1 of 1 records [View More](#)

Docket Number	eFile Number	Case Type	Status	Last Updated On	Details
BRB-2011-2491 (APPEAL REVOKED)	BRB-2009-902491	BLA - Black Lung Benefits Act	APPROVED	09/10/2020 - 07:44 EST	View

* All times displayed in US Eastern Timezone

Appeals in Draft State

eFile Case Number	eFile Number	Case Type	Draft Saved On	Actions
There are no appeals in draft state to display.				

* All times displayed in US Eastern Timezone

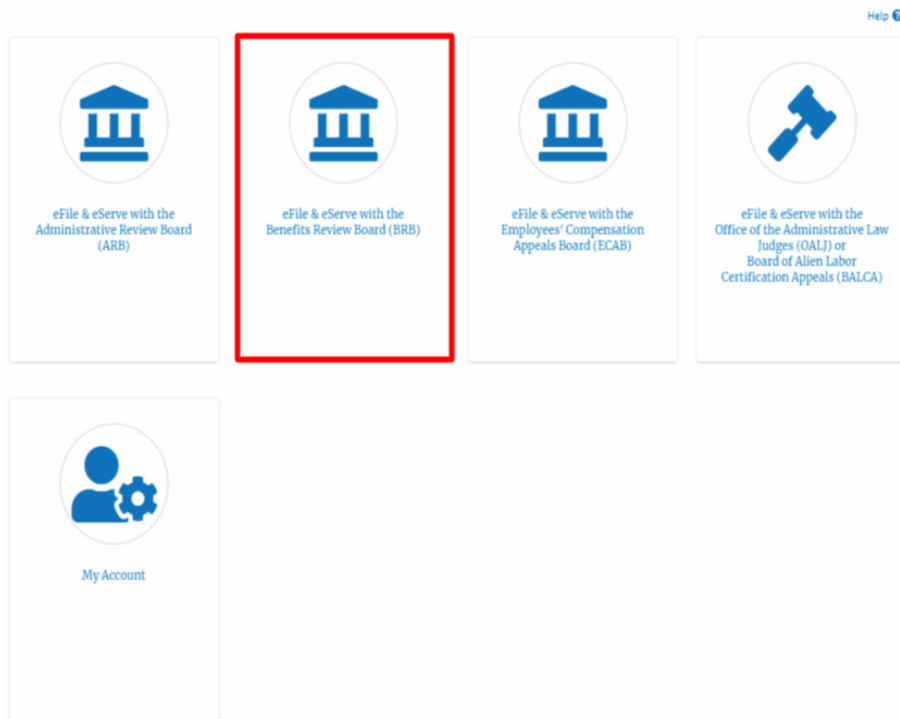


eFile and eServe

HOW TO ACCESS APPEALS IN BRB?

1. Click on the **BRB** tile from the main dashboard.

Dashboard



2. Click on the **Access Appeals** button.



BRB Dashboard





eFile and eServe

3. Search any appeal and click on the '**Add to Dashboard**' button that is displayed only if one of the appeals is selected.

Search Appeals

Search Appeals

BRB-2012-0191

Search using Agency (OWCP, OALJ) Case Number, Docket Number, Claimant Name or eFile Case Number.

Advanced Filter

OALJ Case Number

Search OALJ Case Number

Docket Number

Search Docket Number

OWCP Number

Search OWCP Number

Claimant Name

Search Claimant Name

eFile Case Number

Search eFile Case Number

You can further filter the appeals using Docket Number, Claimant Name, eFile Case Number.

Search

Clear Selection and Filters

Clear Filters

Add to Dashboard

Multiple appeals can be selected

Search Results

Select Cases	Docket Number	OALJ Case Number	Claimant Name	eFile Case Number
<input checked="" type="checkbox"/>	BRB-2012-0191	110428	FNAM132105 MNAME130515 Mikhail	EFS-BRB-1201-050007

Add to Dashboard

4. A confirmation page will be displayed. Select the **eFiler's Organization** and click on the **Submit** button.

Access an Appeal

Back to Search

Reset

Help

Docket Number

☒ BRB-2012-0191

eFiler's Organization

Org - Jacky, Address - Jacky 1

Submit

Cancel



eFile and eServe

- The accessed appeal will be shown in your '**Accessed Appeals**' table with the '**Observer**' user type along with a confirmation message.

BRB Dashboard

 The appeal(s) has been added to your list of appeals. [BRB-2012-0191]

Help 

[File a New Appeal - BRB](#)

[Access Appeals](#)

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

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

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
BRB-2011-0660	EFS-BRB-2007-050015	Mr. FNAME101332 MNAME100233 Boroski	09/03/20 - 06:15:11 EST	Observer	Org - Jacky, Address - Jacky 1
BRB-2012-0196	EFS-BRB-1201-050010	FNAME89513 MNAME88575 Armani	08/21/20 - 12:39:22 EST	AoR	Org - Jacky, Address - Jacky 1
BRB-2012-0191	EFS-BRB-1201-050007	FNAME132105 MNAME130515 Mikhail	08/21/20 - 12:37:12 EST	Observer	Org - Jacky, Address - Jacky 1

* All times displayed in US Eastern Timezone

- Click on **View More** button to view all the access requests.

BRB Dashboard

Help 

[File a New Appeal - BRB](#)

[Access Appeals](#)

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

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

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
BRB-2011-0660	EFS-BRB-2007-050015	Mr. FNAME101332 MNAME100233 Boroski	09/03/20 - 06:15:11 EST	Observer	Org - Jacky, Address - Jacky 1
BRB-2012-0196	EFS-BRB-1201-050010	FNAME89513 MNAME88575 Armani	08/21/20 - 12:39:22 EST	AoR	Org - Jacky, Address - Jacky 1
BRB-2012-0191	EFS-BRB-1201-050007	FNAME132105 MNAME130515 Mikhail	08/21/20 - 12:37:12 EST	Observer	Org - Jacky, Address - Jacky 1

* All times displayed in US Eastern Timezone

- All the accessed appeals will be listed on the page.

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Help 

Docket Number/eFile Case Number

Search Docket Number/eFile Case Number

[Apply](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
BRB-2011-0660	EFS-BRB-2007-050015	Mr. FNAME101332 MNAME100233 Boroski	09/03/20 - 06:15:11 EST	Observer	Org - Jacky, Address - Jacky 1
BRB-2012-0196	EFS-BRB-1201-050010	FNAME89513 MNAME88575 Armani	08/21/20 - 12:39:22 EST	AoR	Org - Jacky, Address - Jacky 1
BRB-2012-0191	EFS-BRB-1201-050007	FNAME132105 MNAME130515 Mikhail	08/21/20 - 12:37:12 EST	Observer	Org - Jacky, Address - Jacky 1

* All times displayed in US Eastern Timezone




eFile and eServe

HOW TO BECOME ATTORNEY OF RECORD?


1. Click on the **BRB** tile from the main dashboard.

Dashboard


Help ⓘ




eFile & eServe with the
Administrative Review Board
(ARB)




eFile & eServe with the
Benefits Review Board (BRB)



eFile & eServe with the
Employees' Compensation
Appeals Board (ECAB)



eFile & eServe with the
Office of the Administrative Law
Judges (OALJ) or
Board of Alien Labor
Certification Appeals (BALCA)



My Account

2. Click on an Appeal from **Accessed Cases** table with User Type “**Observer**”.

BRB Dashboard

Help ⓘ

[File a New Appeal - BRB](#) [Access Appeals](#)

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

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

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
BRB-2011-0660	EFS-BRB-2007-050015	Mr. FNAME101332 MNAME100233 Boroski	09/05/20 - 08:15:11 EST	Observer	Org - Jacky, Address - Jacky 1
BRB-2012-0196	EFS-BRB-1201-050010	FNAME09513 MNAME88575 Armani	08/21/20 - 12:39:22 EST	AoR	Org - Jacky, Address - Jacky 1
BRB-2012-0191	EFS-BRB-1201-050007	FNAME132105 MNAME130515 Mikhail	08/21/20 - 12:37:12 EST	Observer	Org - Jacky, Address - Jacky 1

* All times displayed in US Eastern Timezone



eFile and eServe

- The appeal details page will be displayed with **Remove From My Dashboard** and **Make Attorney of Record** buttons.

Appeal Details

Summary

eFile Case Number	EFS-BRB-2007-050015
Docket Number	BRB-2011-0660
Board	BRB
Case Type	LHCA
Claimant Name	Mr. FNAME101332 MNAME100233 Boroski
Appeal Date	06/29/2011
Decision Date	06/10/2011
proSe	FALSE

[Remove From My Dashboard](#)[Make Attorney of Record](#)[Help](#)

- Click on the **Make Attorney of Record** button.

Appeal Details

Summary

eFile Case Number	EFS-BRB-2007-050015
Docket Number	BRB-2011-0660
Board	BRB
Case Type	LHCA
Claimant Name	Mr. FNAME101332 MNAME100233 Boroski
Appeal Date	06/29/2011
Decision Date	06/10/2011
proSe	FALSE

[Remove From My Dashboard](#)[Make Attorney of Record](#)

- The case details page is displayed with **Submit a New Filing**, **Remove From My Dashboard**, **Remove Attorney of Record**, and **Delegate Access** buttons along with a confirmation message.

Appeal Details

✓ You are now an Attorney of Record.

Summary

eFile Case Number	EFS-BRB-2007-050015
Docket Number	BRB-2011-0660
Board	BRB
Case Type	LHCA
Claimant Name	Mr. FNAME101332 MNAME100233 Boroski
Appeal Date	06/29/2011
Decision Date	06/10/2011
proSe	FALSE

[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)



eFile and eServe

6. Click on the **BRB Dashboard** breadcrumb to go to the appeal dashboard.



Appeal Details

7. The accessed case will be shown in your **Accessed Appeals** table with User Type **AoR**.

BRB Dashboard

[File a New Appeal - BRB](#) [Access Appeals](#) [Help](#)

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

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

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
BRB-2011-0660	EFS-BRB-2007-050015	Mr. FNAME101332 MNAME100233 Boroski	09/03/20 - 06:15:11 EST	AoR	Org - Jacky, Address - Jacky 1
BRB-2012-0196	EFS-BRB-1201-050010	FNAME89513 MNAME88575 Armani	08/21/20 - 12:39:22 EST	AoR	Org - Jacky, Address - Jacky 1
BRB-2012-0191	EFS-BRB-1201-050007	FNAME132105 MNAME130515 Mikhail	08/21/20 - 12:37:12 EST	Observer	Org - Jacky, Address - Jacky 1

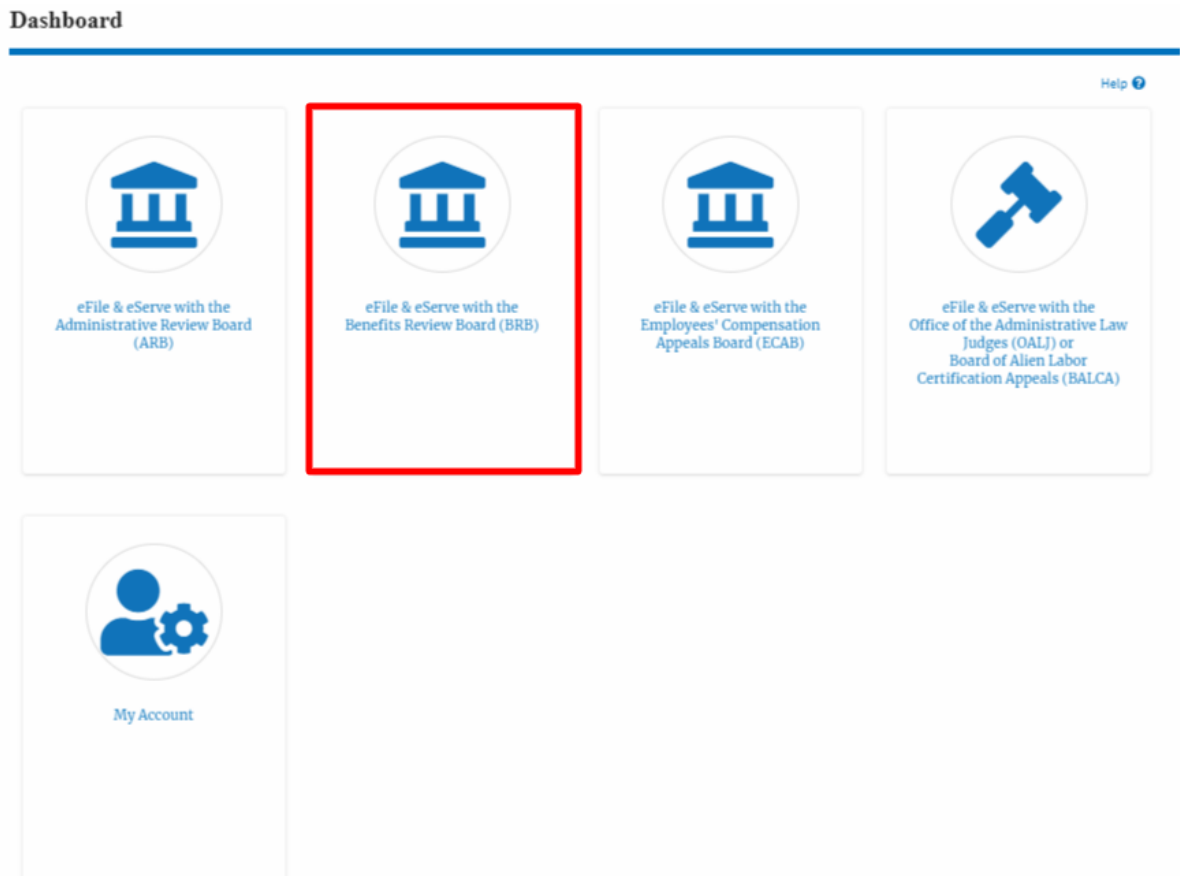
* All times displayed in US Eastern Timezone



eFile and eServe

WHAT ARE THE COMPONENTS IN BRB - APPEAL DETAILS PAGE?

1. Click on the BRB tile from the main dashboard.



2. In the BRB Dashboard, click on the approved <Docket Number> link from **Accessed Appeals**, **Appeals Delegated to Me** or **New Appeals** table.

[File a New Appeal - BRB](#) [Access Appeals](#) [Help](#)

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 5 of 7 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
BRB-2019-0008	EFS-BRB-1810-070595	Mrs. FNAME587 MNAME587 Workman	10/14/20 - 08:07:33 EST	AoR	Gretas Attorneys at Law, 3691 Honeysuckle Lane
BRB-2019-0003	EFS-BRB-1810-070594	Billy J. Hamilton	10/14/20 - 08:07:33 EST	Observer	Gretas Attorneys at Law, 3691 Honeysuckle Lane
BRB-2013-0095	EFS-BRB-1212-055806	Alisha S. Cox	08/26/20 - 11:52:56 EST	Observer	Gretas Attorneys at Law, 3691 Honeysuckle Lane
BRB-2013-0196	EFS-BRB-1301-055614	Simon Kainga	08/26/20 - 11:52:56 EST	Observer	Gretas Attorneys at Law, 3691 Honeysuckle Lane
BRB-2016-0322	EFS-BRB-1604-065196	Christopher Kasule	08/26/20 - 11:52:56 EST	Observer	Gretas Attorneys at Law, 3691 Honeysuckle Lane

* All times displayed in US Eastern Timezone



eFile and eServe

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

Appeal Details

Summary

[Help](#)

eFile Case Number	DFS-BRB-1810-070595
Docket Number	BRB-2019-0008
Revised	BRB
Case Type	DCWC
Client Name	Mrs. FINAMES87 MINAMES87 Workman
Appeal Date	01/11/2019
Decision Date	01/07/2019
proSe	TRUE

[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)

Case Status Details

[Refresh](#)[View More](#)

Entry Type	Action Name	Event Date	File Name
brief	Amicus Brief filed by FINAMES87 Workman	02/08/2019	TestScan_BRB_BriefType_002.pdf
events	11C - Reply to attorney fee petition	02/07/2019	TestScan_BRB_Events_003.pdf
briefSummary	PR Received	02/07/2019	TestScan_BRB_BriefSummary002.pdf
brief	Amicus Brief filed by FINAMES87 Workman	02/07/2019	TestScan_ARB_BriefType_002.pdf

Filings

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

Filing Category	Filing Type	eFile Number	Filed Documents	Filed By	Status	Submitted On	Last Updated On	Details
Motion	Other	BRB-2010-110570	File 3_6.pdf	Simon Greta	SUBMITTED	10/14/2020 - 08:09 EST	10/14/2020 - 08:09 EST	View
Brief	Other	BRB-2010-110569	document_2.pdf	Simon Greta	SUBMITTED	10/14/2020 - 08:08 EST	10/14/2020 - 08:08 EST	View
Motion	Notice of Entry of Appearance	BRB-2010-110568	File 2_5.pdf	Simon Greta	SUBMITTED	10/14/2020 - 08:08 EST	10/14/2020 - 08:08 EST	View

* All times displayed in US Eastern Timezone.

Documents Served by BRB

Showing 5 of 5 records [View More](#)

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
BRB-1904-247531	11618460_BRB 19-0008 Order (4)_merged.pdf			04/15/2019 - 05:00 EST	04/15/2019 - 05:00 EST		04/15/2019 - 05:00 EST
BRB-1903-247528	11584833_BRB 19-0008 Order (3)_merged.pdf			03/01/2019 - 05:00 EST	03/01/2019 - 05:00 EST		03/01/2019 - 05:00 EST
BRB-1901-247529	11529636_BRB 19-0008 Order (2)_merged.pdf			01/22/2019 - 05:00 EST	01/22/2019 - 05:00 EST		01/22/2019 - 05:00 EST
BRB-1812-247530	11511052_BRB 19-0008 Order_merged.pdf			12/07/2018 - 05:00 EST	12/07/2018 - 05:00 EST		12/07/2018 - 05:00 EST
BRB-1811-232967	11453955_Acknowledgment Letter.pdf			11/05/2018 - 05:00 EST	11/05/2018 - 05:00 EST		11/05/2018 - 05:00 EST

* All times displayed in US Eastern Timezone.

Parties with Access

The table shows all the parties in the appeal who have access to this appeal.

Showing 2 of 2 records [View More](#)

Name	Address	User Type	Organization
Simon Greta	3506 Marion Street, Vermont, United States, Washington, 36432	Attorney	Gretas Attorneys at Law, 3691 Honeysuckle Lane
Barry Joyner	Associate Solicitor, U.S. Department of Labor, Washington, United States, District of Columbia, 20210	Individual	

Parties on Appeal

The table lists all the parties on this appeal.

Showing 5 of 6 records [View More](#)

Name	Address	Role in the Case
Jeffrey Goldberg	U.S. Department of Labor, Washington, DC, 20210	Attorney
Director, OWCP		Director (Party-in-interest)
Judy Hamblin	Stone Mountain Health Services, St. Charles, VA, 24282	Attorney
Frederick Bateman	689 Yellow Creek Road, Wise, VA, 24293	Claimant-Respondent
Bluff Spur Coal Corporation/American International South/Chartis		Employer-Petitioner

Delegated Users

Showing 2 of 2 records [View More](#)

Name	Address	Delegated By	Organization
Helen King	3112 South Street, Chesebourn town, United States, California, 43234	Simon Greta	Gretas Attorneys at Law, 3691 Honeysuckle Lane
Samantha Stiden	574 Postell Rd, Mineral Bluff, Kershaw, United States, Indiana, 76343	Simon Greta	Gretas Attorneys at Law, 3691 Honeysuckle Lane



4. The appeal details page includes a summary section that gives a summary of the appeal details.

Summary	
eFile Case Number	EFS-BRB-1810-070595
Docket Number	BRB-2019-0008
Board	BRB
Case Type	DCWC
Claimant Name	Mrs. FNAME587 MNAME587 Workman
Appeal Date	01/11/2019
Decision Date	01/07/2019
proSe	TRUE

[Submit a New Filing](#) [Remove From My Dashboard](#) [Delegate Access](#) [Remove Attorney of Record](#)

5. The appeal details page includes buttons **Submit a New Filing**, **Remove From My Dashboard**, **Delegate Access** and **Remove Attorney of Record/Make Attorney of Record**.
- 'Submit a New Filing' button is to bring up the form to submit a new filing related to the appeal.
 - Click on the 'Remove from My Dashboard' button is to bring up the page that lets you remove the appeal from your Boards dashboard
 - If you are an attorney with an organization, you will get the button 'Delegate Access' with which you can delegate the control of submitting filings to other members of your organization.
 - The "Make Attorney of Record" button converts the observer to a party to the appeal. The "Remove Attorney of Record" button makes the trusted user an observer on the appeal once again.

Summary

eFile Case Number	EFS-BRB-1810-070595
Docket Number	BRB-2019-0008
Board	BRB
Case Type	DCWC
Claimant Name	Mrs. FNAME587 MNAME587 Workman
Appeal Date	01/11/2019
Decision Date	01/07/2019
proSe	TRUE

[Submit a New Filing](#) [Remove From My Dashboard](#) [Delegate Access](#) [Remove Attorney of Record](#)



6. Appeal details page include tables **Case Status Details**, **Filings**, **Documents Served by BRB**, **Parties with Access**, **Parties on Appeal**, and **Delegated Users**.
 - a. **Case Status Details** table shows the various events that have happened to the case since it was docketed
 - b. The **Filings** table lists all the filings that have been submitted to the appeal.
 - c. The **Documents Served by BRB** table lists all the serving issued by the Board on the appeal.
 - d. **Parties with Access** table lists all the parties that have access to this appeal.
 - e. **Parties on Appeal** table lists all the parties that are added to the appeal.
 - f. **Delegated Users** table lists all the users in your organization who have been delegated access to this appeal and the attorney who delegated the user.



eFile and eServe

Case Status Details

[Refresh](#)[View More](#)

Entry Type	Action Name	Event Date	File Name
brief	Amicus Brief filed by FNAME587 Workman	02/08/2019	TestScan_BRB_BreifType_002.pdf
events	11C - Reply to attorney fee petition	02/07/2019	TestScan_BRB_Events_003.pdf
briefSummary	PR Received	02/07/2019	TestScan_BRB_BreifSummary002.pdf
brief	Amicus Brief filed by FNAME587 Workman	02/07/2019	TestScan_ARB_BreifType_002.pdf

Filings

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

Filing Category	Filing Type	eFile Number	Filed Documents	Filed By	Status	Submitted On	Last Updated On	Details
Motion	Other	BRB-2010-510570	File 3_6.pdf	Simon Greta	SUBMITTED	10/14/2020 - 08:09 EST	10/14/2020 - 08:09 EST	View
Brief	Other	BRB-2010-510569	document_2.pdf	Simon Greta	SUBMITTED	10/14/2020 - 08:08 EST	10/14/2020 - 08:08 EST	View
Motion	Notice of Entry of Appearance	BRB-2010-510568	File 2_5.pdf	Simon Greta	SUBMITTED	10/14/2020 - 08:08 EST	10/14/2020 - 08:08 EST	View

* All times displayed in U.S. Eastern Timezone

Documents Served by BRB

[Showing 5 of 5 records](#) [View More](#)

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
BRB-1904-247531	11618460_BRB 19-0008 Order (4)_merged.pdf			04/15/2019 - 05:00 EST	04/15/2019 - 05:00 EST		04/15/2019 - 05:00 EST
BRB-1903-247528	11584833_BRB 19-0008 Order (3)_merged.pdf			03/01/2019 - 05:00 EST	03/01/2019 - 05:00 EST		03/01/2019 - 05:00 EST
BRB-1901-247529	11529636_BRB 19-0008 Order (2)_merged.pdf			01/22/2019 - 05:00 EST	01/22/2019 - 05:00 EST		01/22/2019 - 05:00 EST
BRB-1812-247530	11511052_BRB 19-0008 Order_merged.pdf			12/07/2018 - 05:00 EST	12/07/2018 - 05:00 EST		12/07/2018 - 05:00 EST
BRB-1811-232967	11453955_Acknowledgement Letter.pdf			11/05/2018 - 05:00 EST	11/05/2018 - 05:00 EST		11/05/2018 - 05:00 EST

* All times displayed in U.S. Eastern Timezone

Parties with Access

The table shows all the parties in the appeal who have access to this appeal.

[Showing 2 of 2 records](#) [View More](#)

Name	Address	User Type	Organization
Simon Greta	3506 Marion Street, Vermont, United States, Washington, 36432	Attorney	Gretas Attorneys at Law, 3691 Honeysuckle Lane
Barry Joyner	Associate Solicitor, U.S. Department of Labor, Washington, United States, District of Columbia, 20210	Individual	

Parties on Appeal

The table lists all the parties on this appeal.

[Showing 5 of 6 records](#) [View More](#)

Name	Address	Role in the Case
Jeffrey Goldberg	U.S. Department of Labor, Washington, DC, 20210	Attorney
Director, OWCP		Director (Party-in-Interest)
Judy Hamblin	Stone Mountain Health Services, St. Charles, VA, 24282	Attorney
Frederick Bateman	689 Yellow Creek Road, Wise, VA, 24293	Claimant-Respondent
Bluff Spur Coal Corporation/American International South/Chartis		Employer Petitioner

Delegated Users

[Showing 2 of 2 records](#) [View More](#)

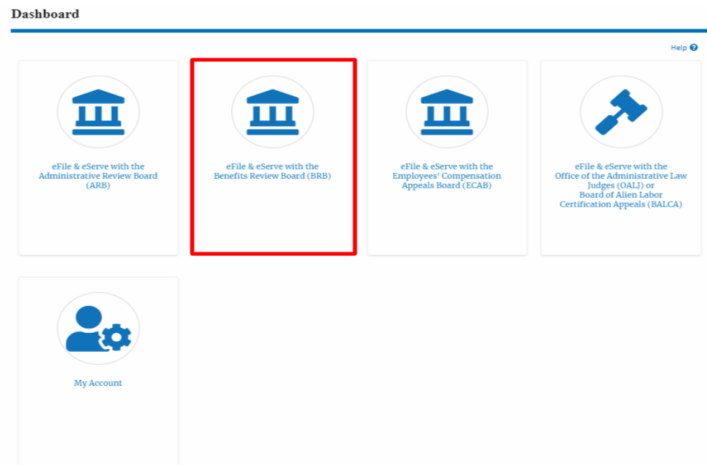
Name	Address	Delegated By	Organization
Helen Kling	3112 South Street, Chesonson town, United States, California, 43234	Simon Greta	Gretas Attorneys at Law, 3691 Honeysuckle Lane
Samantha Stiden	574 Postell Rd, Mineral Bluff, Kershaw, United States, Indiana, 76343	Simon Greta	Gretas Attorneys at Law, 3691 Honeysuckle Lane



eFile and eServe

HOW TO REMOVE ATTORNEY OF RECORD?

1. Click on the **BRB** tile from the main dashboard.



2. Click on an Appeal from **Accessed Cases** table with User Type **"AoR"**.

BRB Dashboard

File a New Appeal - BRB Access Appeals Help

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 3 of 3 records View More

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
BRB-2011-0660	EFS-BRB-2007-050015	Mr. FNAME101332 MNAME100233 Boroski	09/03/20 - 06:15:11 EST	AoR	Org - Jacky, Address - Jacky 1
BRB-2012-0196	EFS-BRB-1201-050010	FNAME89513 MNAME88575 Armani	08/21/20 - 12:39:22 EST	AoR	Org - Jacky, Address - Jacky 1
BRB-2012-0191	EFS-BRB-1201-050007	FNAME132105 MNAME130515 Mikhail	08/21/20 - 12:37:12 EST	Observer	Org - Jacky, Address - Jacky 1

* All times displayed in US Eastern Timezone

3. The appeal details page will be displayed with **Submit a New Filing**, **Remove From My Dashboard**, **Remove Attorney of Record**, and **Delegate Access** buttons.

Appeal Details

Summary

eFile Case Number	EFS-BRB-2007-050015
Docket Number	BRB-2011-0660
Board	BRB
Case Type	LHCA
Claimant Name	Mr. FNAME101332 MNAME100233 Boroski
Appeal Date	06/29/2011
Decision Date	06/10/2011
proSe	FALSE

[Submit a New Filing](#) [Remove From My Dashboard](#) [Delegate Access](#) [Remove Attorney of Record](#)



eFile and eServe

- Click on the **Remove Attorney of Record** button.

Appeal Details

Summary

eFile Case Number	EFS-BRB-2007-050015
Docket Number	BRB-2011-0660
Board	BRB
Case Type	LHCA
Claimant Name	Mr. FNAME101332 MNAME100233 Boroski
Appeal Date	06/29/2011
Decision Date	06/10/2011
proSe	FALSE

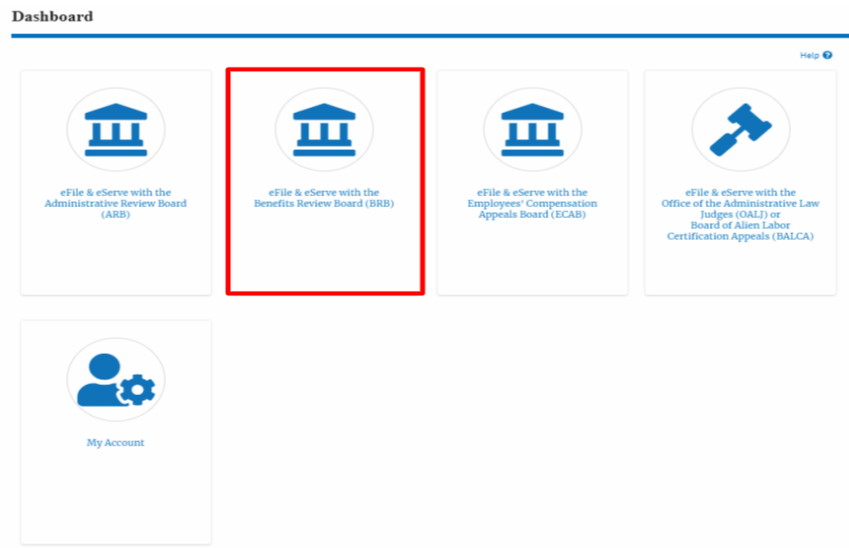
[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)



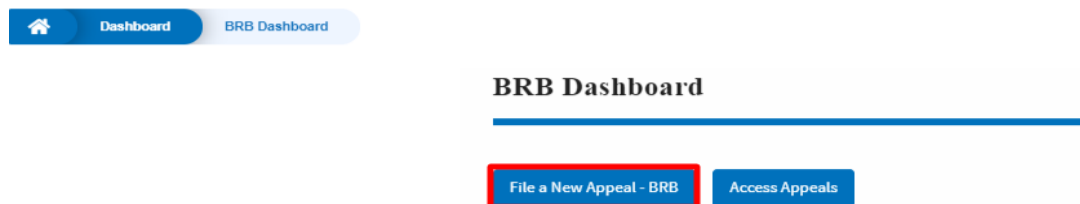
eFile and eServe

HOW TO FILE A NEW APPEAL IN BRB?

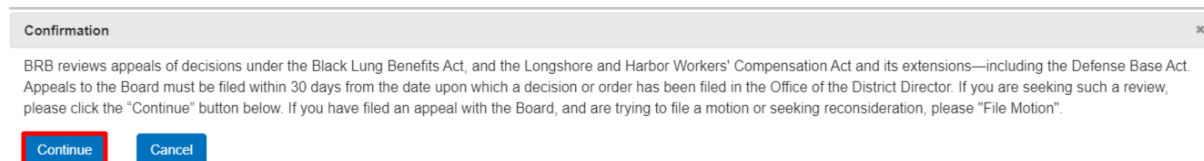
1. Click on the **BRB** tile from the main dashboard.



2. Click on the **File a New Appeal - BRB** button.



3. Click on the **Continue** button from the popup displayed.





eFile and eServe

4. Fill out all the mandatory fields on each page of the wizard and click the Next button.

Note: Fields in pages may change according to each selection on the previous page.

New Appeal

0%

▼ Help Help ?

Please select your role on this Appeal. If you are a representative, please select the appropriate Attorney option from the drop down list. If you are not sure what option to select from the list, please select the option you feel is the closest match, and it will be corrected by the Boards' staff if necessary upon their review.

Your Role on this Appeal *

- Select your role on this appeal -

Your Organization

Boards Delegation Testing, 200 Constitution Avenue, NW

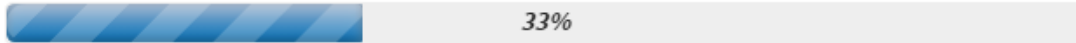
Save Draft

Cancel

Next



New Appeal



▼ [Help](#)

Benefits Review Board issues final Department decisions in appeals of cases under the Black Lung Benefits Act and the Longshore and Harbor Workers' Compensation Act, and its extensions, including the Defense Base Act. Please select the type of case from the case type drop down listing below. If you are unsure, please look at the written decision that you are appealing to find the case type that applies to your case. Please click "Next" to continue your filing.

Case Type *

- Select Case Type -



[Previous](#)

[Save Draft](#)

[Cancel](#)

[Next](#)



New Appeal



▼ Help

Please enter the date of the decision that you wish to appeal. This can be found on the decision itself. Please also upload that decision in Adobe PDF format. PDFs of OALJ decisions may be found on the OALJ website located at:
<https://www.dol.gov/agencies/oalj/apps/keyword-search>

Decision Date (Lower Court) *

Do you have a decision file to upload?

☐ Yes☒ No

Reconsideration Order Date

[Previous](#)[Save Draft](#)[Cancel](#)[Next](#)



New Appeal



▼ Help

Please upload notice of appeal document in PDF format and provide any unique comments if any in the comments block that would be helpful in processing your case

Notice of Appeal File *

No file chosen

Files must be submitted in PDF format and should be no larger than 200MB. *To upload a file please click choose file and find and select the file from your computer*

Comments

Enter Comments

Previous

Save Draft

Cancel

Next



New Appeal

66%

▼ Help

For BRB cases where the selected case type is DCWC, LDA, or LHCA, please enter the 8-digit Office of Workers' Compensation Programs (OWCP) number found on the first page of the decision you are appealing. Please enter this number without dashes. For example, OWCP number 05-137508 should be entered as 05137508

For BRB cases where the selected case type is BLA, BLO, BTD or MBO, please enter only the last 4 digits of the OWCP number which should be known to you and/or your attorney.

If you need to enter more OWCP Numbers, answering "Yes" to the question "Do you have more OWCP Numbers?" will display additional space for their entry. Please enter as many OWCP Numbers as needed on this form.

Please click "**Next**" to continue your filing.

OWCP Number *

Enter OWCP Number

Does your case have any additional OWCP numbers?

☐ Yes

☒ No

OALJ Case Number ?

Enter OALJ Case Number

ex. 2013BLA12345

Does your case have any additional OALJ Case Numbers?

☐ Yes

☒ No

Previous

Save Draft

Cancel

Next



New Appeal

77%

▼ Help

Please enter all the parties that are associated with this appeal. Please click the "Add New Party" button to enter them. It is your responsibility to make sure the information that you provide is accurate as this information will be used for the electronic service of documents that will be performed in this case.

If you have changed the OALJ or OWCP numbers, please remove the previously fetched parties manually and then click on the "Reload Parties" button to fetch the parties from the changed OALJ or OWCP numbers.

Add New Party

Reload Parties

Case Parties

Your profile information will always be loaded as the first party in the appeal. The following is your information taken from the profile information in your account.

Emma Sunny MA, US-CA Role: Attorney		
Dicrus Mathew Ton, US-IN Role: Amicus	Edit	Remove

Previous

Save Draft

Cancel

Next



New Appeal

88%

▼ Help

Please review the information below to ensure that the attorneys of record are assigned to the correct parties. Please click "Next" to continue your filing.

Party Details

Name	Role
Emma Sunny	Attorney
Dicrus Mathew	Amicus

Select the parties represented by Emma Sunny

Dicrus Mathew

Claimant in this Appeal *

Dicrus Mathew

Previous

Save Draft

Cancel

Next



eFile and eServe

New Appeal

100%

Terms & Conditions

This system is solely for the use of parties with cases pending before the Adjudicatory Boards (ARB, BRB & ECAB) of the U.S. Department of Labor.

☐ Accept Above Terms & Conditions

[Previous](#) [Save Draft](#) [Cancel](#) [Preview](#) [Submit to BRB](#)

5. On the final page of the wizard, **Accept Above Terms & Conditions** and click on the '**Submit to BRB**' button.

New Appeal

100%

Terms & Conditions

This system is solely for the use of parties with cases pending before the Adjudicatory Boards (ARB, BRB & ECAB) of the U.S. Department of Labor.

☒ Accept Above Terms & Conditions

[Previous](#) [Save Draft](#) [Cancel](#) [Preview](#) [Submit to BRB](#)



eFile and eServe

- The new appeal will be shown in your **'New Appeals'** table with **'SUBMITTED'** status along with a confirmation message.

New Appeals

The following are the appeals you have created. Click on the eFile Case Number link to view case status, access filings and earnings and to submit new filings.

Showing 2 of 2 records [View More](#)

Docket Number	eFile Number	Case Type	Status	Last Updated On	Details
Pending Assignment	ARB-2009-510202	BLA - Black Lung Benefits Act	SUBMITTED	09/14/2020 - 02:40 EST	View
ARB-2009-1094	ARB-2009-502394	AIR - Aviation Investment & Reform Act (AIR21) Whistleblower	APPROVED	08/27/2020 - 05:33 EST	View
Pending Assignment	ARB-2007-500232	CFR - Consumer Financial Protection Act	SUBMITTED	07/17/2020 - 08:28 EST	View

* All times displayed in US Eastern Timezone

Appeals in Draft State

eFile Case Number	eFile Number	Case Type	Draft Saved On	Actions
There are no appeals in draft state to display.				

* All times displayed in US Eastern Timezone

- Click on the **View** link under the **Details** table header. The user is navigated to the appeal's view details page.

Appeal Details	
Docket Number	Pending Assignment
eFile Number	BRB-2009-510202
eFile Case Number	EFS-BRB-2009-208943
Board	BRB
Case Type	BLA - Black Lung Benefits Act
Decision Date (Lower court)	09/09/2020
Decision File	Document not uploaded
Notice of Appeal File	Processing please wait.
OALJ Case Number	NA
OWCP	1234
Reconsideration Order Date	NA
Your Role in this Appeal	Attorney/Lay Representative
Organization	Boards Delegation Testing
Status	SUBMITTED
Access Status	SUBMITTED
Submitted On	09/14/2020 - 04:57 EST

Parties in this Appeal

The table lists all the parties in this appeal.

Name	Address	Role in the Case
Emma Sunny	578 Cross St. Brighton, MA 02135, MA, US-CA, 08392	Attorney
Darius Mathew	56 Constitution Ave. Peachtree City, GA 30269, Ton, US-IN, 88886	Amicus

Status Update Log

eFile Number	eFile Status	Comment	Updated On
BRB-2009-510202	SUBMITTED	New appeal has been submitted.	09/14/2020 - 04:57 EST

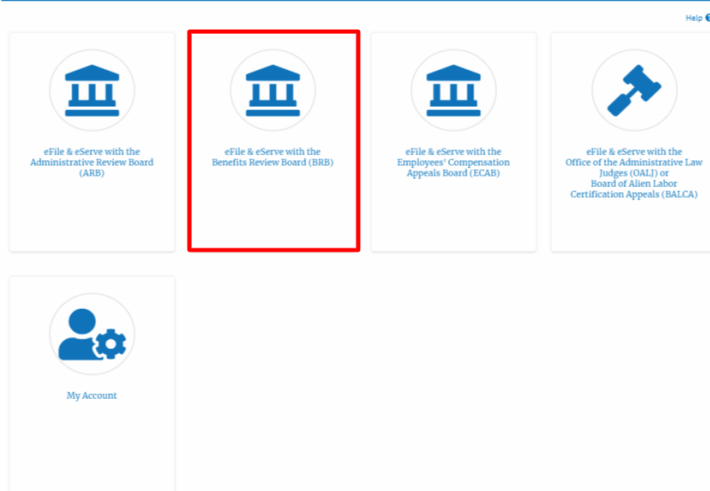


eFile and eServe

HOW TO SUBMIT A NEW FILING TO AN APPEAL IN BRB?

1. Click on the **BRB** tile from the main dashboard.

Dashboard



2. Click on the approved <Docket Number> link with user type **AoR**. The user is navigated to the appeal details page.

BRB Dashboard

File a New Appeal - BRB Access Appeals Help

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 3 of 3 records View More

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
BRB-2011-0660	EFS-BRB-2007-050015	Mr. FNAME101332 MNAME100233 Boroski	09/03/20 - 06:15:11 EST	Observer	Org - Jacky, Address - Jacky 1
BRB-2012-0196	EFS-BRB-1201-050010	FNAME89513 MNAME88575 Armani	08/21/20 - 12:39:22 EST	AoR	Org - Jacky, Address - Jacky 1
BRB-2012-0191	EFS-BRB-1201-050007	FNAME132105 MNAME130515 Mikhail	08/21/20 - 12:37:12 EST	AoR	Org - Jacky, Address - Jacky 1

* All times displayed in US Eastern Timezone

3. Click on the 'Submit a New Filing' button. User is navigated to 'New Filing to Boards' page

Appeal Details

Summary

eFile Case Number	EFS-BRB-1201-050007
Docket Number	BRB-2012-0191
Board	BRB
Case Type	LDA
Claimant Name	FNAME132105 MNAME130515 Mikhail
Appeal Date	01/12/2012
Decision Date	12/06/2011
proSe	FALSE

[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)



eFile and eServe

- The user selects the 'Filing Category' and its 'Filing Type' and uploads the mandatory files and clicks on the 'Submit to DOL' button.

New Filing to BRB

[Help ?](#)

Your profile will be sent with the request. Please make sure that your profile is current and accurate. You can do this through the My Profile menu in the Dashboard.

Docket Number

Filing Category *

File *

No file chosen

Only files with the following extensions are allowed: pdf and size should be less than 200MB

IMPORTANT NOTICE FOR REDACTION RESPONSIBILITY

All filers must redact filings in compliance with 29 C.F.R. § 18.31. This regulation generally requires redaction of:

- Social Security numbers
- Taxpayer-identification numbers
- Dates of birth
- Names of minor children
- Financial account numbers

This requirement applies to all documents being filed, including exhibits and attachments

☒ I understand that I must comply with the redaction rules. I have read this notice.



eFile and eServe

- The filing request is listed in the 'Filings' table with 'SUBMITTED' status along with a confirmation message.

Appeal Details

 The new filing has been submitted to the appeal.

[Help ?](#)

Summary

eFile Case Number	EFS-BRB-1201-050007
Docket Number	BRB-2012-0191
Board	BRB
Case Type	LDA
Claimant Name	FNAME132105 MNAME130515 Mikhail
Appeal Date	01/12/2012
Decision Date	12/06/2011
probe	FALSE

[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)

Case Status Details

[Refresh](#)[View More](#)

Entry Type	Action Name	Event Date	File Name
decision	Final order issued: 3 - Dismissed	05/30/2012	
events	21A - Moot - Withdraw appeal (Attorney/Representative-Employer Petitioner)	05/30/2012	
events	21A - Withdraw appeal (Attorney/Representative-Employer Petitioner)	05/07/2012	
events	14A - Show cause issued (FNAME131840)	04/23/2012	
events	14A - Granted - Show cause issued (FNAME131840)	04/23/2012	

* All times displayed in US Eastern Timezone

Filings

[Showing 1 of 1 records](#) [View More](#)

Filing Category	Filing Type	eFile Number	Filed Documents	Filed By	Status	Submitted On	Last Updated On	Details
Motion	Withdraw Appeal	BRB-2009-S10204	Processing please wait.	Emma Sunny	SUBMITTED	09/14/2020 - 05:18 EST	09/14/2020 - 05:18 EST	View

* All times displayed in US Eastern Timezone



eFile and eServe

- Click on the **'View'** link under the 'Details' table header. The user is navigated to the view details page.

Appeal Details

The new filing has been submitted to the appeal.

Help ?

Summary

eFile Case Number	EFS-BRB-1201-050007
Docket Number	BRB-2012-0191
Board	BRB
Case Type	LDA
Claimant Name	FNAME132105 MNAME130515 Mikhail
Appeal Date	01/12/2012
Decision Date	12/06/2011
probe	FALSE

Submit a New Filing

Remove From My Dashboard

Delegate Access

Case Status Details

[Refresh](#)[View More](#)

Entry Type	Action Name	Event Date	File Name
decision	Final order issued: 3 - Dismissed	05/30/2012	
events	21A - Moot - Withdraw appeal (Attorney/Representative-Employer Petitioner)	05/30/2012	
events	21A - Withdraw appeal (Attorney/Representative-Employer Petitioner)	05/07/2012	
events	14A - Show cause issued (FNAME131840)	04/23/2012	
events	14A - Granted - Show cause issued (FNAME131840)	04/23/2012	

* All times displayed in US Eastern Timezone

Filings

[Showing 1 of 1 records](#) [View More](#)

Filing Category	Filing Type	eFile Number	Filed Documents	Filed By	Status	Submitted On	Last Updated On	Details
Motion	Withdraw Appeal	BRB-2009-510204	Processing please wait.	Emma Sunny	SUBMITTED	09/14/2020 - 05:18 EST	09/14/2020 - 05:18 EST	View

* All times displayed in US Eastern Timezone

- The user is displayed with a details popup and can click on the document links which are submitted by the user.

Filing Details

eFile Number	BRB-2009-510204
eFile Case Number	EFS-BRB-1201-050007
Filing Category	Motion
Filing Type	Withdraw Appeal
Filed Documents	Processing please wait.
Status	SUBMITTED
Submitted On	09/14/2020 - 05:18 EST

Status Update Log

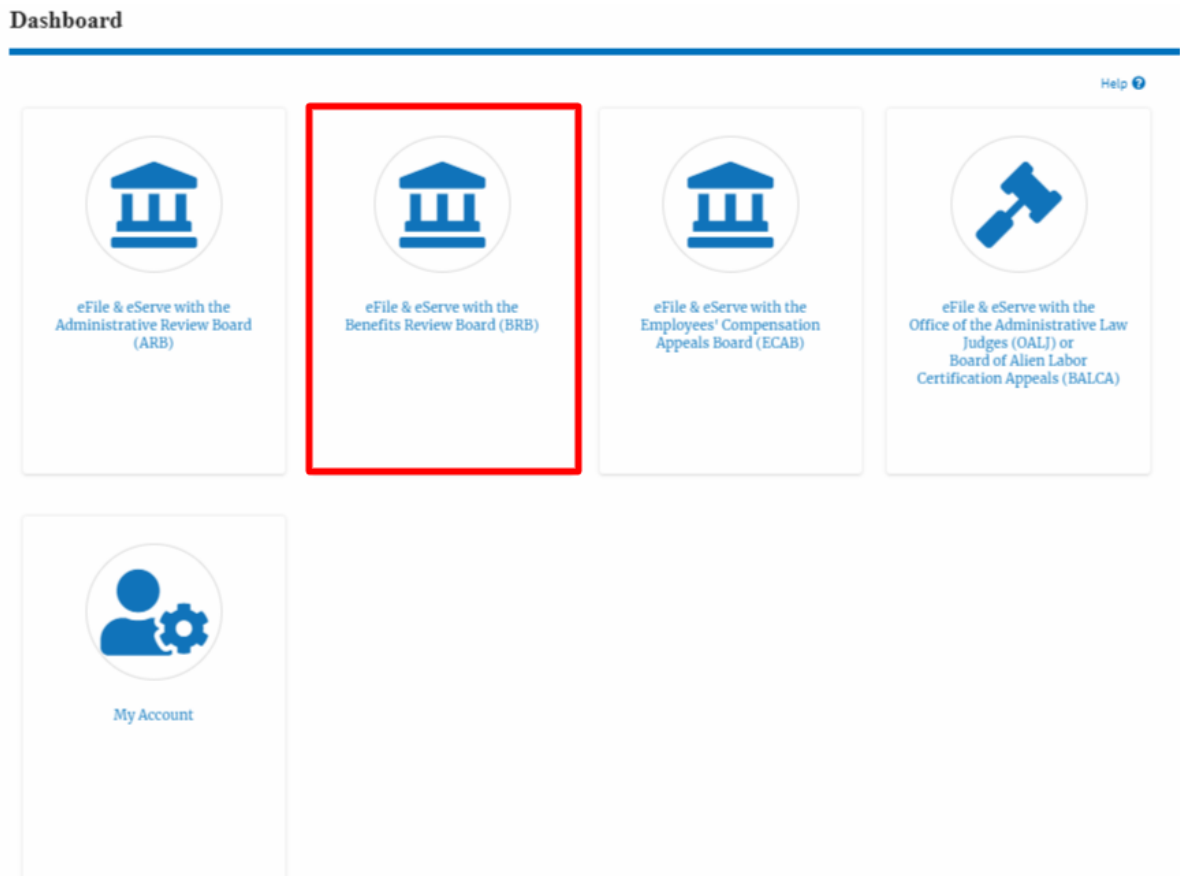
eFile Number	eFile Status	Comment	Updated On
BRB-2009-510204	SUBMITTED	New filing has been submitted.	09/14/2020 - 05:18 EST



eFile and eServe

HOW TO DELEGATE ACCESS TO AN APPEAL IN BRB?

1. Click on the **BRB** tile from the main dashboard.



2. Click on the approved <Docket Number> link with user type **AoR**. The user is navigated to the appeal details page.

BRB Dashboard

[File a New Appeal - BRB](#) [Access Appeals](#) [Help](#)

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

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

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
BRB-2011-0660	EFS-BRB-2007-050015	Mr. FNAME101332 MNAME100233 Boroski	09/03/20 - 06:15:11 EST	Observer	Org - Jacky, Address - Jacky 1
BRB-2012-0196	EFS-BRB-1201-050010	FNAME89513 MNAME88575 Armani	08/21/20 - 12:39:22 EST	AoR	Org - Jacky, Address - Jacky 1
BRB-2012-0191	EFS-BRB-1201-050007	FNAME132105 MNAME130515 Mikhail	08/21/20 - 12:37:12 EST	AoR	Org - Jacky, Address - Jacky 1

* All times displayed in US Eastern Timezone



eFile and eServe

3. Click on the 'Delegate Access' button. The user is navigated to the 'Organization Members' page.

Appeal Details

Summary

eFile Case Number	EFS-BRB-1201-050007
Docket Number	BRB-2012-0191
Board	BRB
Case Type	LDA
Claimant Name	FNAME132105 MNAME130515 Mikhail
Appeal Date	01/12/2012
Decision Date	12/06/2011
proSe	FALSE

[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)

4. From the **Organization Members** table displayed, click on the **Delegate** link under 'Actions' table header against the user to be delegated.

Organization Members

Organization: Boards Delegation Testing

[Help](#)

Name	Email
<input type="text" value="Enter Name"/>	<input type="text" value="Enter Email"/>
<input type="button" value="Search"/>	

Name	Email	User Type	Actions
Dion - John	diontester001@gmail.com	Attorney	Delegate
Angel George	angeltester001@gmail.com	Attorney	Delegate



eFile and eServe

5. Delegate user confirmation will be displayed. Also, the “Delegate” link against delegated member changes to “Remove Delegation”.

Organization Members



- Dion John has been delegated to this appeal.
- An email notification has been sent to Dion John at diontester001@gmail.com.

Organization: Boards Delegation Testing

Help 

Name	Email
<input type="text" value="Enter Name"/>	<input type="text" value="Enter Email"/>

Search

Name	Email	User Type	Actions
Dion - John	diontester001@gmail.com	Attorney	Remove Delegation
Angel George	angeltester001@gmail.com	Attorney	Delegate

6. In the **Appeal Details** page, the delegated member will be displayed in the **Delegated User** table.

Delegated Users

Showing 1 of 1 records [View More](#)

Name	Address	Delegated By	Organization
Dion John	200 Constitution Avenue, NW, Washington, United States, California, 20211-1111	Emma Sunny	Boards Delegation Testing, 200 Constitution Avenue, NW

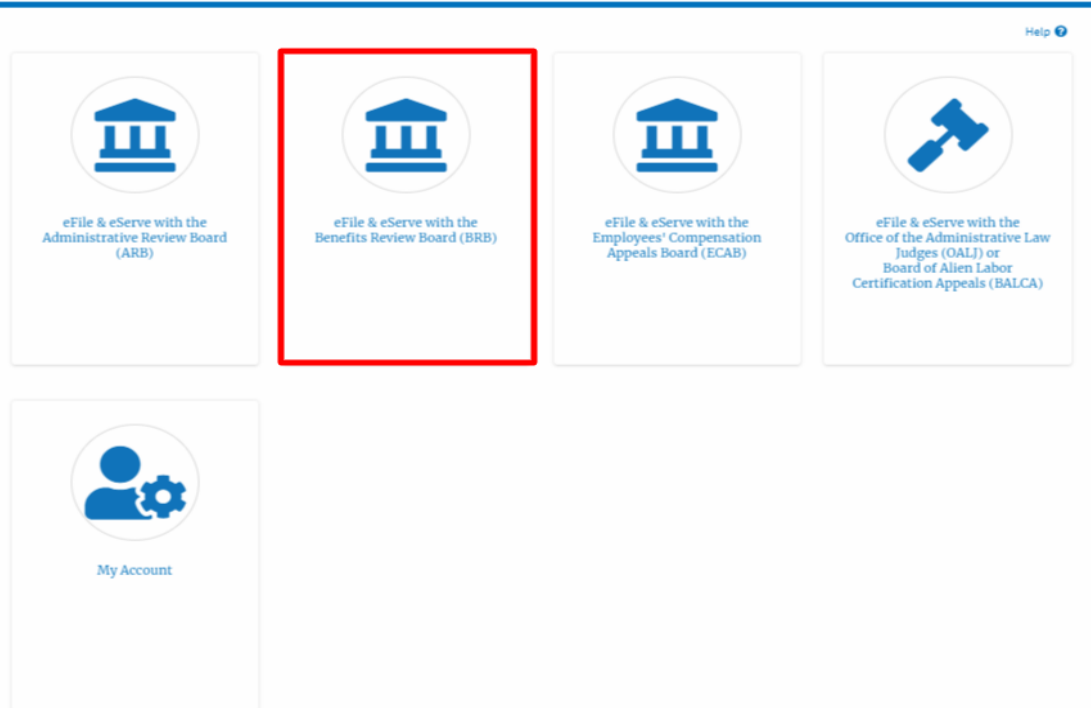


eFile and eServe

HOW TO ACCESS BRB - APPEAL DETAILS PAGE AS A DELEGATED USER?

1. Click on the **eFile & eServe with the Benefits Review Board (BRB)** tile from the main dashboard.

Dashboard



2. In the BRB dashboard, click on the approved <Docket Number> link in the **Appeals Delegated to Me** table. The user is navigated to the appeal details page.

[File a New Appeal - BRB](#) [Access Appeals](#) [Help](#)

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 5 of 7 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
BRB-2019-0008	EFS-BRB-1810-070595	Mrs. FNAME587 MNAME587 Workman	10/14/20 - 08:07:33 EST	AoR	Gretas Attorneys at Law, 3691 Honeysuckle Lane
BRB-2019-0003	EFS-BRB-1810-070594	Billy J. Hamilton	10/14/20 - 08:07:33 EST	Observer	Gretas Attorneys at Law, 3691 Honeysuckle Lane
BRB-2013-0095	EFS-BRB-1212-055806	Alisha S. Cox	08/26/20 - 11:52:56 EST	Observer	Gretas Attorneys at Law, 3691 Honeysuckle Lane
BRB-2013-0196	EFS-BRB-1301-055614	Simon Kainga	08/26/20 - 11:52:56 EST	Observer	Gretas Attorneys at Law, 3691 Honeysuckle Lane
BRB-2016-0322	EFS-BRB-1604-065196	Christopher Kasule	08/26/20 - 11:52:56 EST	Observer	Gretas Attorneys at Law, 3691 Honeysuckle Lane

* All times displayed in US Eastern Timezone



eFile and eServe

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

Appeal Details

Summary

[Help](#)

eFile Case Number	EF5-BRB-1810-070555
Docket Number	BRB-2019-0008
Event	BRB
Case Type	DCWC
Claimant Name	Mrs. FNAME587 MNAME587 Workman
Appeal Date	01/11/2019
Decision Date	01/07/2019
jurisdiction	TRUE

[Submit a New Filing](#) [Remove From My Dashboard](#) [Delegate Access](#) [Remove Attorney of Record](#)

Case Status Details

[Refresh](#)[View More](#)

Entry Type	Action Name	Event Date	File Name
brief	Amicus Brief filed by FNAME587 Workman	02/08/2019	TestScan_BRB_BriefType_002.pdf
events	11C - Reply to attorney fee petition	02/07/2019	TestScan_BRB_Events_003.pdf
briefSummary	PR Received	02/07/2019	TestScan_BRB_BriefSummary002.pdf
brief	Amicus Brief filed by FNAME587 Workman	02/07/2019	TestScan_BRB_BriefType_002.pdf

Filings

Showing 3 of 3 records

[View More](#)

Filing Category	Filing Type	eFile Number	Filed Documents	Filed By	Status	Submitted On	Last Updated On	Details
Motion	Other	BRB-2010-510570	File 3_8.pdf	Simon Greta	SUBMITTED	10/14/2020 - 08:09 EST	10/14/2020 - 08:09 EST	View
Brief	Other	BRB-2010-510569	document_2.pdf	Simon Greta	SUBMITTED	10/14/2020 - 08:08 EST	10/14/2020 - 08:08 EST	View
Motion	Notice of Entry of Appearance	BRB-2010-510568	File 2_3.pdf	Simon Greta	SUBMITTED	10/14/2020 - 08:08 EST	10/14/2020 - 08:08 EST	View

* All times displayed in US Eastern Timezone

Documents Served by BRB

Showing 5 of 5 records

[View More](#)

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
BRB-1904-247531	11618460_BRB 19-0008 Order (4)_merged.pdf			04/15/2019 - 05:00 EST	04/15/2019 - 05:00 EST		04/15/2019 - 05:00 EST
BRB-1903-247528	11584831_BRB 19-0008 Order (3)_merged.pdf			03/01/2019 - 05:00 EST	03/01/2019 - 05:00 EST		03/01/2019 - 05:00 EST
BRB-1901-247529	11529638_BRB 19-0008 Order (2)_merged.pdf			01/22/2019 - 05:00 EST	01/22/2019 - 05:00 EST		01/22/2019 - 05:00 EST
BRB-1812-247530	11511052_BRB 19-0008 Order_merged.pdf			12/07/2018 - 05:00 EST	12/07/2018 - 05:00 EST		12/07/2018 - 05:00 EST
BRB-1811-232967	11453955_Acknowledgment Letter.pdf			11/05/2018 - 05:00 EST	11/05/2018 - 05:00 EST		11/05/2018 - 05:00 EST

* All times displayed in US Eastern Timezone

Parties with Access

The table shows all the parties in the appeal who have access to this appeal.

Showing 2 of 2 records

[View More](#)

Name	Address	User Type	Organization
Simon Greta	3508 Marion Street, Vermont, United States, Washington, 36432	Attorney	Gretas Attorneys at Law, 3691 Honeysuckle Lane
Barry Joyner	Associate Solicitor, U.S. Department of Labor, Washington, United States, District of Columbia, 20210	Individual	

Parties on Appeal

The table lists all the parties on this appeal.

Showing 5 of 6 records

[View More](#)

Name	Address	Role in the Case
Jeffrey Goldberg	U.S. Department of Labor, Washington, DC, 20210	Attorney
Director, OWCP		Director (Party-in-Interest)
Judy Hamblin	Stone Mountain Health Services, St. Charles, VA, 24282	Attorney
Frederick Bateman	689 Yellow Creek Road, Wise, VA, 24293	Claimant-Respondent
Bluff Spur Coal Corporation/American International South/Chartis		Employer-Petitioner

Delegated Users

Showing 2 of 2 records

[View More](#)

Name	Address	Delegated By	Organization
Helen King	3112 South Street, CHeserson town, United States, California, 43234	Simon Greta	Gretas Attorneys at Law, 3691 Honeysuckle Lane
Samantha Stoden	574 Postell Rd, Mineral Bluff, Kershaw, United States, Indiana, 76343	Simon Greta	Gretas Attorneys at Law, 3691 Honeysuckle Lane

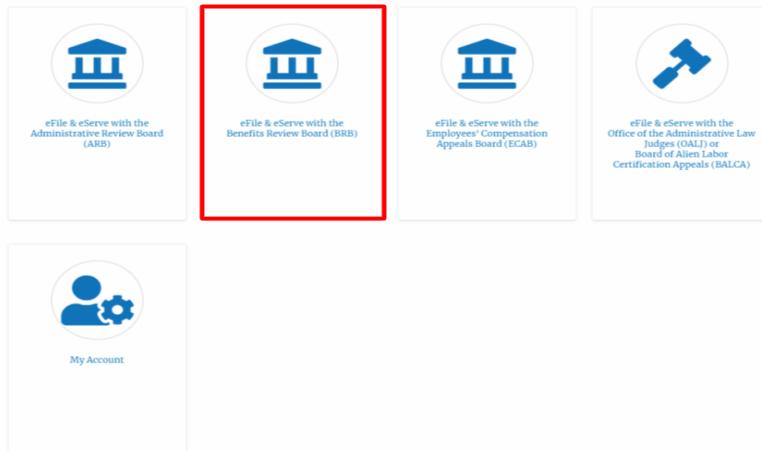


eFile and eServe

HOW TO REMOVE DELEGATION ACCESS IN AN APPEAL IN BRB?

1. Click on the **BRB** tile from the main dashboard.

Dashboard



2. Click on the approved <Docket Number> link with usertype **AoR**. The user is navigated to the appeal details page.

BRB Dashboard

[File a New Appeal - BRB](#) [Access Appeals](#) [Help](#)

Accessed Appeals
The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

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

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
BRB-2011-0660	EFS-BRB-2007-050015	Mr. FNAME101332 MNAME100233 Boroski	09/03/20 - 06:15:11 EST	Observer	Org - Jacky, Address - Jacky 1
BRB-2012-0196	EFS-BRB-1201-050010	FNAME89513 MNAME88575 Armani	08/21/20 - 12:39:22 EST	AoR	Org - Jacky, Address - Jacky 1
BRB-2012-0191	EFS-BRB-1201-050007	FNAME132105 MNAME130515 Mikhail	08/21/20 - 12:37:12 EST	AoR	Org - Jacky, Address - Jacky 1

* All times displayed in US Eastern Timezone

3. Click on the 'Delegate Access' button. User is navigated to the 'Organization Members' page.

Appeal Details

Summary

eFile Case Number	EFS-BRB-1201-050007
Docket Number	BRB-2012-0191
Board	BRB
Case Type	LDA
Claimant Name	FNAME132105 MNAME130515 Mikhail
Appeal Date	01/12/2012
Decision Date	12/06/2011
proSe	FALSE

[Submit a New Filing](#) [Remove From My Dashboard](#) [Delegate Access](#) [Remove Attorney of Record](#)



eFile and eServe

4. From the **Organization Members** table displayed, click on the **Remove Delegation** link under 'Actions' table header against the user to remove delegation.

Organization Members

Organization: Boards Delegation Testing

Help ?

Name	Email
<input type="text" value="Enter Name"/>	<input type="text" value="Enter Email"/>

Search

Name	Email	User Type	Actions
Dion - John	diontester001@gmail.com	Attorney	Remove Delegation
Angel George	angeltester001@gmail.com	Attorney	Delegate

5. The remove delegation confirmation will be displayed. Also the "Remove Delegation" link against member changes to "Delegate".

Organization Members

✓

- Removed Dion John's delegated access to this appeal.
- An email notification has been sent to Dion John at diontester001@gmail.com.

Help ?

Organization: Boards Delegation Testing

Name	Email
<input type="text" value="Enter Name"/>	<input type="text" value="Enter Email"/>

Search

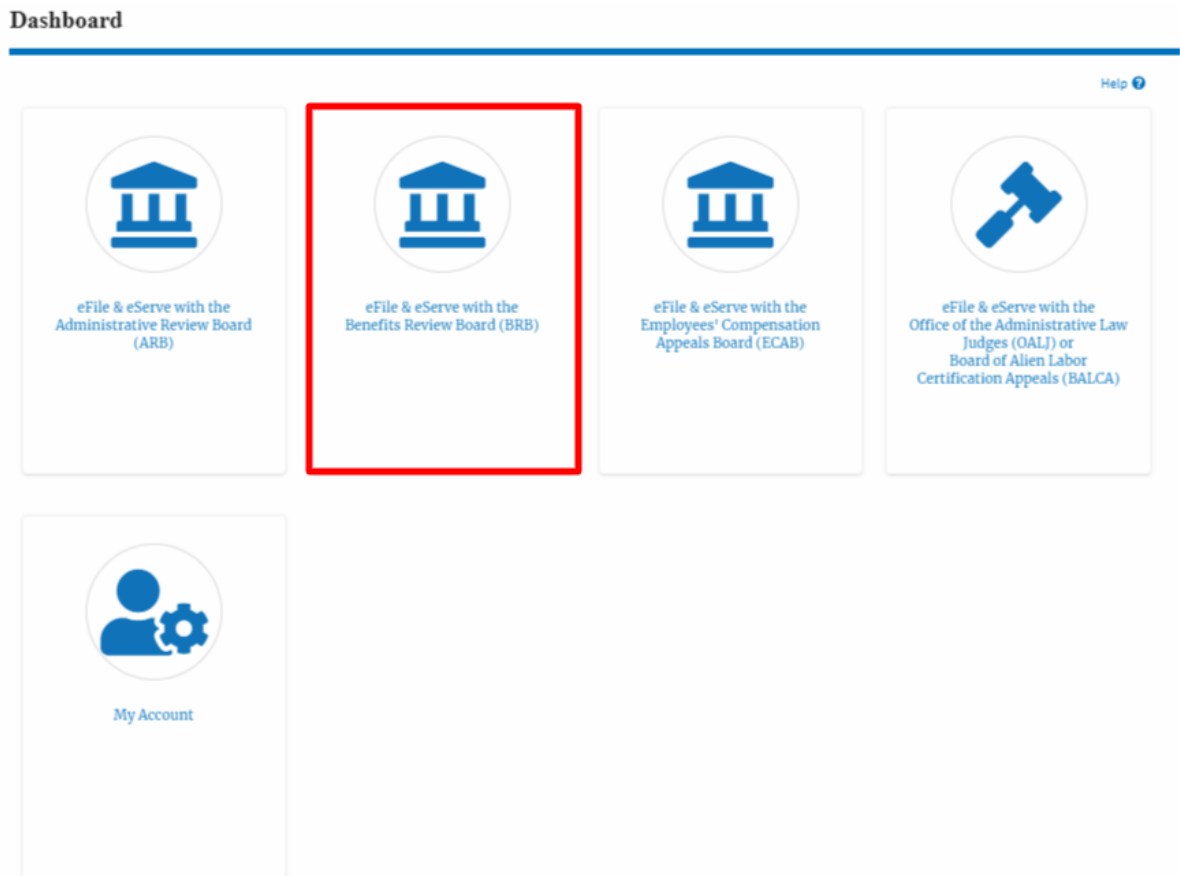
Name	Email	User Type	Actions
Dion - John	diontester001@gmail.com	Attorney	Delegate
Angel George	angeltester001@gmail.com	Attorney	Delegate



eFile and eServe

HOW TO ACCESS SERVING IN BRB?

1. Click on the **BRB** tile from the main dashboard.



2. Click on the approved <Docket Number> link with user type **AoR**. The user is navigated to the appeal details page.

File a New Appeal - BRB Access Appeals Help ?

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 5 of 7 records View More +

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
BRB-2019-0008	EFS-BRB-1810-070595	Mrs. FNAME587 MNAME587 Workman	10/14/20 - 08:07:33 EST	AoR	Gretas Attorneys at Law, 3691 Honeysuckle Lane
BRB-2019-0003	EFS-BRB-1810-070594	Billy J. Hamilton	10/14/20 - 08:07:33 EST	Observer	Gretas Attorneys at Law, 3691 Honeysuckle Lane
BRB-2013-0095	EFS-BRB-1212-055806	Alisha S. Cox	08/26/20 - 11:52:56 EST	Observer	Gretas Attorneys at Law, 3691 Honeysuckle Lane
BRB-2013-0196	EFS-BRB-1301-055614	Simon Kainga	08/26/20 - 11:52:56 EST	Observer	Gretas Attorneys at Law, 3691 Honeysuckle Lane
BRB-2016-0322	EFS-BRB-1604-065196	Christopher Kasule	08/26/20 - 11:52:56 EST	Observer	Gretas Attorneys at Law, 3691 Honeysuckle Lane

* All times displayed in US Eastern Timezone



eFile and eServe

3. The **Documents Served by BRB** table displays the served documents list.
 - e. **Issued On** – The date and time the serving was issued by BRB
 - f. **Served On** - The date and time the serving was served to the dashboard
 - g. **Notified On** - The date and time the email regarding the serving was sent
 - h. **Accessed On** - The date and time the serving was access by the user.

Documents Served by BRB

Showing 5 of 5 records [View More](#)

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
BRB-1904-247531	11618460_BRB 19-0008 Order (4)_merged.pdf			04/15/2019 - 05:00 EST	04/15/2019 - 05:00 EST		04/15/2019 - 05:00 EST
BRB-1903-247528	11584833_BRB 19-0008 Order (3)_merged.pdf			03/01/2019 - 05:00 EST	03/01/2019 - 05:00 EST		03/01/2019 - 05:00 EST
BRB-1901-247529	11529636_BRB 19-0008 Order (2)_merged.pdf			01/22/2019 - 05:00 EST	01/22/2019 - 05:00 EST		01/22/2019 - 05:00 EST
BRB-1812-247530	11511052_BRB 19-0008 Order_merged.pdf			12/07/2018 - 05:00 EST	12/07/2018 - 05:00 EST		12/07/2018 - 05:00 EST
BRB-1811-232967	11453955_Acknowledgment Letter.pdf			11/05/2018 - 05:00 EST	11/05/2018 - 05:00 EST		11/05/2018 - 05:00 EST

* All times displayed in US Eastern Timezone

4. Click on the **View More** button to navigate to the **Documents Served by BRB** page.

Documents Served by BRB

Showing 5 of 5 records [View More](#)

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
BRB-1904-247531	11618460_BRB 19-0008 Order (4)_merged.pdf			04/15/2019 - 05:00 EST	04/15/2019 - 05:00 EST		04/15/2019 - 05:00 EST
BRB-1903-247528	11584833_BRB 19-0008 Order (3)_merged.pdf			03/01/2019 - 05:00 EST	03/01/2019 - 05:00 EST		03/01/2019 - 05:00 EST
BRB-1901-247529	11529636_BRB 19-0008 Order (2)_merged.pdf			01/22/2019 - 05:00 EST	01/22/2019 - 05:00 EST		01/22/2019 - 05:00 EST
BRB-1812-247530	11511052_BRB 19-0008 Order_merged.pdf			12/07/2018 - 05:00 EST	12/07/2018 - 05:00 EST		12/07/2018 - 05:00 EST
BRB-1811-232967	11453955_Acknowledgment Letter.pdf			11/05/2018 - 05:00 EST	11/05/2018 - 05:00 EST		11/05/2018 - 05:00 EST

* All times displayed in US Eastern Timezone



eFile and eServe

5. Click on the <file name> to access the served document.

Documents Served by BRB

[Help ?](#)

eFile Number	File Name	Description	File Type
<input type="text" value="Search eFile Number"/>	<input type="text" value="Search File Name"/>	<input type="text" value="Search Description"/>	<input type="text" value="Search File Type"/>

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
BRB-1904-247531	11618460_BRB 19-0008 Order (4)_merged.pdf			04/15/2019 - 05:00 EST	04/15/2019 - 05:00 EST		04/15/2019 - 05:00 EST
BRB-1903-247528	11584833_BRB 19-0008 Order (3)_merged.pdf			03/01/2019 - 05:00 EST	03/01/2019 - 05:00 EST		03/01/2019 - 05:00 EST
BRB-1901-247529	11529636_BRB 19-0008 Order (2)_merged.pdf			01/22/2019 - 05:00 EST	01/22/2019 - 05:00 EST		01/22/2019 - 05:00 EST
BRB-1812-247530	11511052_BRB 19-0008 Order_merged.pdf			12/07/2018 - 05:00 EST	12/07/2018 - 05:00 EST		12/07/2018 - 05:00 EST
BRB-1811-232967	11453955_Acknowledgment Letter.pdf			11/05/2018 - 05:00 EST	11/05/2018 - 05:00 EST		11/05/2018 - 05:00 EST

* All times displayed in US Eastern Timezone

6. The **Accessed On** date will be displayed in the column.

Documents Served by BRB

[Help ?](#)

eFile Number	File Name	Description	File Type
<input type="text" value="Search eFile Number"/>	<input type="text" value="Search File Name"/>	<input type="text" value="Search Description"/>	<input type="text" value="Search File Type"/>

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
BRB-1905-307206	11619034_BRB 19-0008 Order (4)_merged.pdf			05/02/2019 - 20:00 EST	05/02/2019 - 20:00 EST	10/14/2020 - 09:32 EST	05/02/2019 - 20:00 EST
BRB-1904-305952	11585354_BRB 19-0008 Order (3)_merged.pdf			04/03/2019 - 20:00 EST	04/03/2019 - 20:00 EST	10/14/2020 - 09:32 EST	04/03/2019 - 20:00 EST
BRB-1902-303197	11530302_BRB 19-0008 Order (2)_merged.pdf			02/06/2019 - 19:00 EST	02/06/2019 - 19:00 EST		02/06/2019 - 19:00 EST
BRB-1901-302218	11512087_BRB 19-0008 Order_merged.pdf			01/15/2019 - 19:00 EST	01/15/2019 - 19:00 EST		01/15/2019 - 19:00 EST
BRB-1811-299171	11453955_Acknowledgment Letter.pdf			11/04/2018 - 19:00 EST	11/04/2018 - 19:00 EST		11/04/2018 - 19:00 EST

* All times displayed in US Eastern Timezone



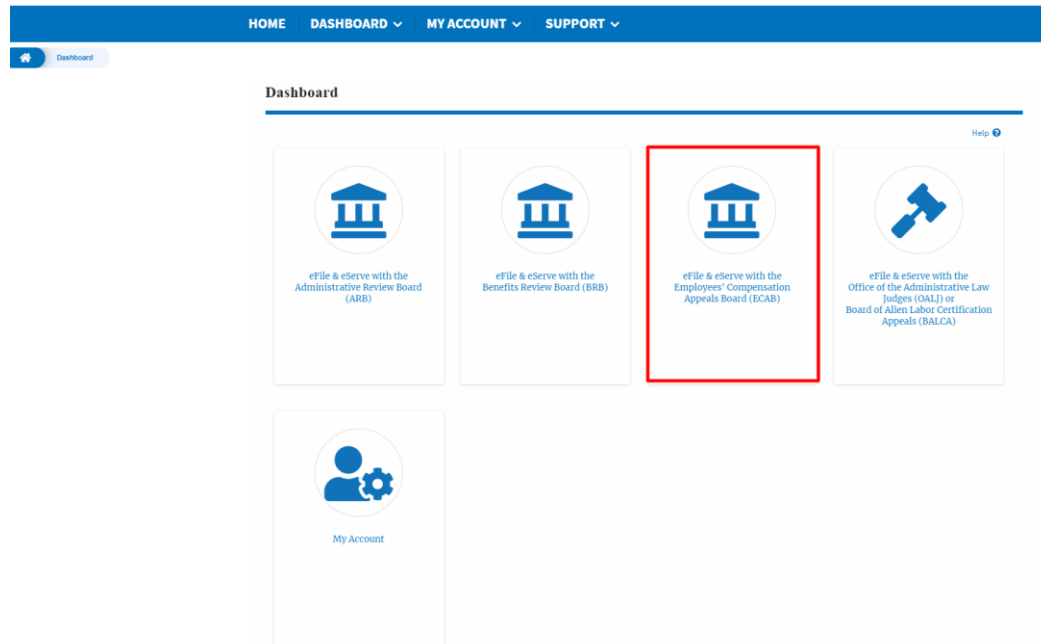
ECAB DASHBOARD AND FLOWS



eFile and eServe

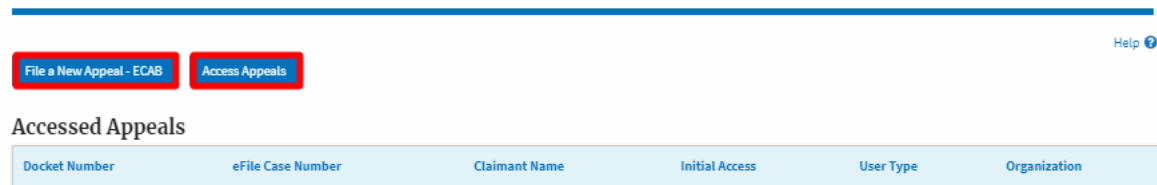
HOW TO VIEW ECAB DASHBOARD?

1. Click on the **ECAB** tile from the main dashboard page to access the 'ECAB' dashboard.



2. ECAB Dashboard includes buttons **File a New Appeal - ECAB** and **Access Appeals**.

ECAB Dashboard



- a. The **File a New Appeal - ECAB** button lets users file a new appeal with ECAB
- b. The **Access Appeals** button lets the user access appeals directly from ECAB.



eFile and eServe

3. ECAB Dashboard includes tables **Accessed Appeals**, **Appeals Delegated to Me**, **New Appeals**, **Appeals in Draft State**, and **Appeals Awaiting your Signature**.
 - a. The **Accessed Appeals** table lists all the appeals that the user has obtained access to
 - b. The **Appeals Delegated to Me** table lists all the appeals that were delegated to the user by an attorney in the same organization.
 - c. The **New Appeals** table lists all the appeals that were submitted by the user.
 - d. The **Appeals in Draft State** table lists all the appeals that were saved as a draft during the new appeal process.
 - e. The **Appeals Awaiting your Signature** table lists all the appeals that are awaiting a signature from the user.

ECAB Dashboard

[File a New Appeal - ECAB](#) [Access Appeals](#) [Help](#)

Accessed Appeals

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
There are no records to show.					

* All times displayed in US Eastern Timezone

Appeals Delegated to Me

Docket Number	eFile Case Number	Claimant Name	Delegated By	Delegated On	Organization
There are no delegated appeal to show.					

* All times displayed in US Eastern Timezone

New Appeals

The following are the appeals you have created. Click on the eFile Case Number link to view case status, access filings and servings and to submit new filings.

Showing 4 of 4 records [View More](#)

Docket Number	eFile Number	Case Type	Status	Last Updated On	Details
Pending Assignment	ECAB-2007-900593		SUBMITTED	07/27/2020 - 05:11 EST	View
Pending Assignment	ECAB-2007-900584		SUBMITTED	07/27/2020 - 04:02 EST	View
Pending Assignment	ECAB-2007-900581		SUBMITTED	07/27/2020 - 04:00 EST	View
Pending Assignment	ECAB-2007-900583		AWAITING SIGNATURE	07/27/2020 - 03:58 EST	View

* All times displayed in US Eastern Timezone

Appeals in Draft State

eFile Case Number	eFile Number	Case Type	Draft Saved On	Actions
There are no appeals in draft state to display.				

* All times displayed in US Eastern Timezone

Appeals Awaiting your Signature

eFile Case Number	eFile Number	Submitted By	Submitted On	Actions
No appeals with a pending second signature.				

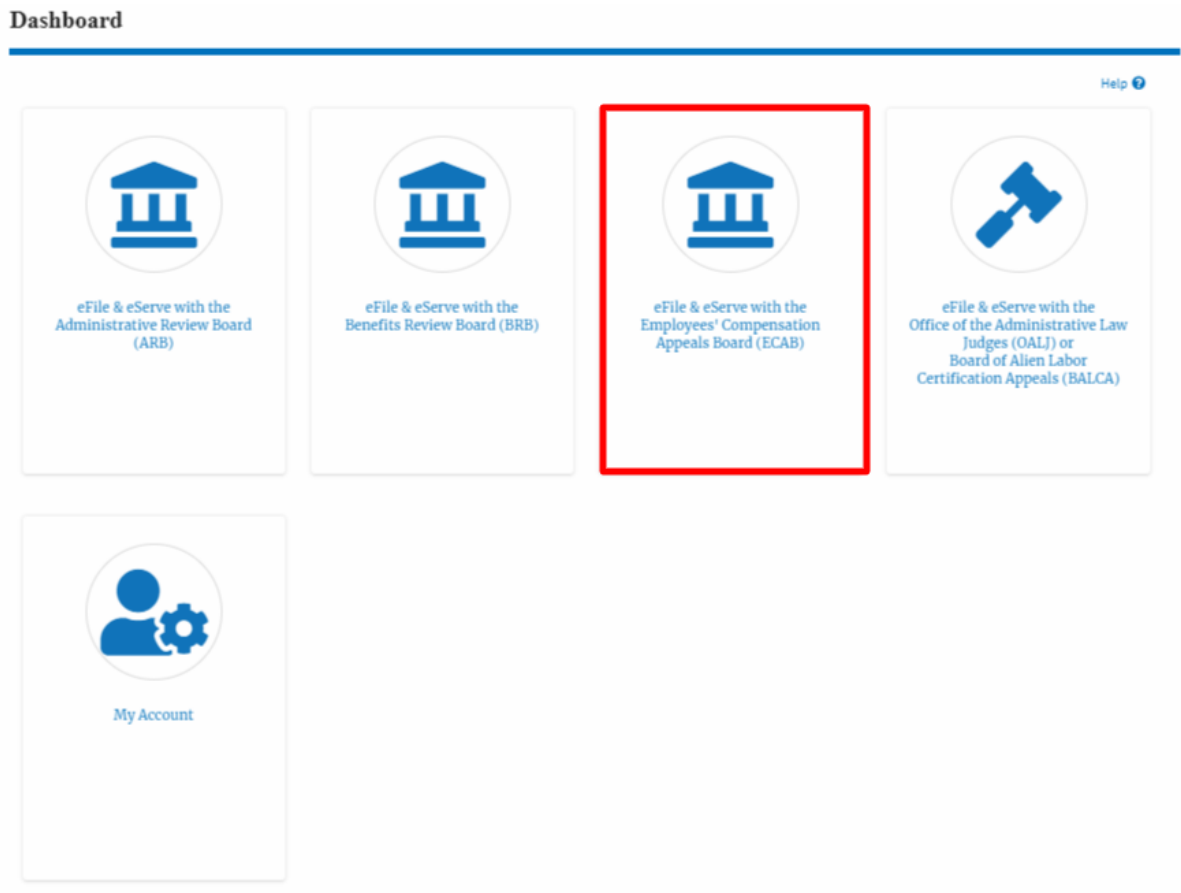
* All times displayed in US Eastern Timezone



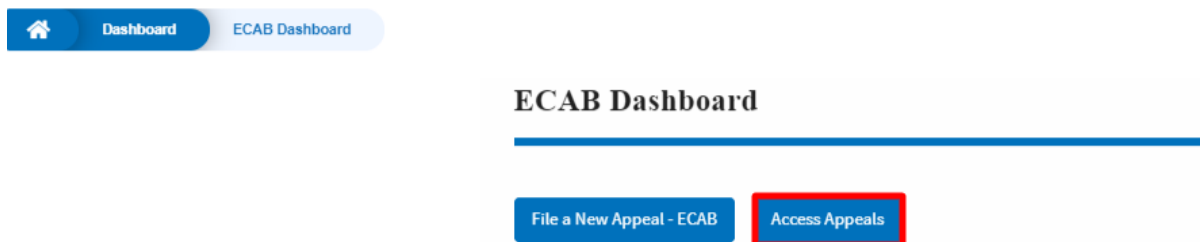
eFile and eServe

HOW TO ACCESS APPEALS IN ECAB?

1. Click on the **ECAB** tile from the main dashboard.



2. Click on the **Access Appeals** button.





eFile and eServe

3. Search any appeal using relevant string and filters and click on the '**Add to Dashboard**' button that is displayed only if one of the appeals is selected.

Search Appeals

Search Appeals

ECAB-2012-0128

Search using Agency (OWCP, OALJ) Case Number, Docket Number, Claimant Name or eFile Case Number.

Advanced Filter

Docket Number

Search Docket Number

OWCP Number

Search OWCP Number

Claimant Name

Search Claimant Name

eFile Case Number

Search eFile Case Number

You can further filter the appeals using Docket Number, Claimant Name, eFile Case Number.

Search

Clear Selection and Filters

Clear Filters

Add to Dashboard

Multiple appeals can be selected

Search Results

Select Cases	Docket Number	OALJ Case Number	Claimant Name	eFile Case Number
<input checked="" type="checkbox"/>	ECAB-2012-0128		Mr. FNAME88458 MNAME87533 JONES	EFS-ECAB-1110-050001

Add to Dashboard

4. A confirmation page will be displayed. Select the organization and click on the **Submit** button.

Access an Appeal

Back to Search

Reset

Help

Docket Number

☒ ECAB-2012-0128

eFiler's Organization

Joseph's Org. addrstest

Submit

Cancel



eFile and eServe

- The accessed appeal will be shown in your '**Accessed Appeals**' table with the '**Observer**' user type along with a confirmation message.

ECAB Dashboard

The appeal(s) has been added to your list of appeals. [ECAB-2012-0128]

[Help ?](#)[File a New Appeal - ECAB](#)[Access Appeals](#)

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 1 of 1 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ECAB-2012-0128	EFS-ECAB-1110-050001	Mr. FNAME88458 MNAME87533 JONES	09/16/20 - 12:25:53 EST	Observer	Joseph's Org, addrsstest

* All times displayed in US Eastern Timezone

- Click on **View More** button to view all the access requests.

ECAB Dashboard

[File a New Appeal - ECAB](#) [Access Appeals](#)

[Help ?](#)

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 1 of 1 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ECAB-2012-0128	EFS-ECAB-1110-050001	Mr. FNAME88458 MNAME87533 JONES	09/16/20 - 12:25:53 EST	Observer	Joseph's Org, addrsstest

* All times displayed in US Eastern Timezone

- All the requested appeals will be listed on the page.

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

[Help ?](#)

Docket Number/eFile Case Number

[Apply](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ECAB-2012-0128	EFS-ECAB-1110-050001	Mr. FNAME88458 MNAME87533 JONES	09/16/20 - 12:25:53 EST	Observer	Joseph's Org, addrsstest

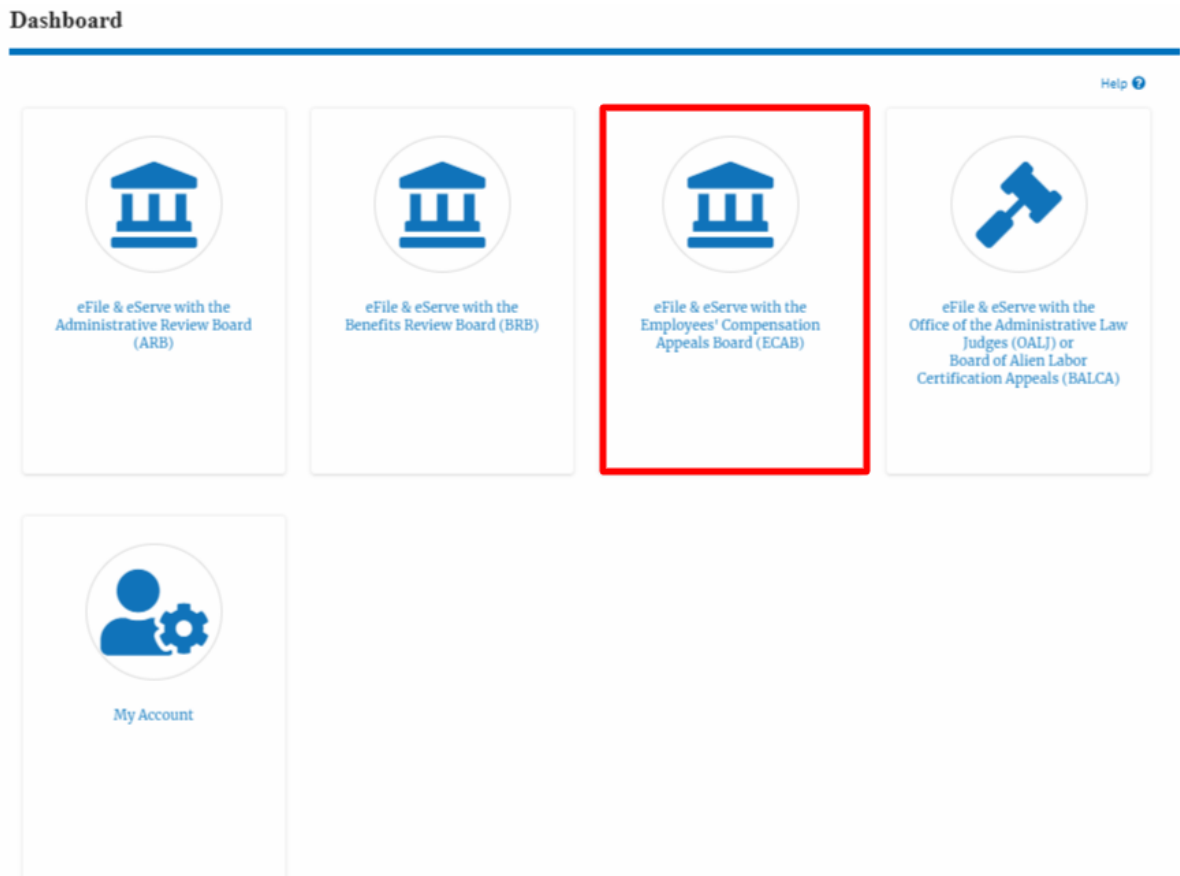
* All times displayed in US Eastern Timezone



eFile and eServe

WHAT ARE THE COMPONENTS IN ECAB - APPEAL DETAILS PAGE?

1. Click on the ECAB tile from the main dashboard.



2. In the ECAB Dashboard, click on the approved <Docket Number> link from **Accessed Appeals** or **New Appeals** table.

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 2 of 2 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ECAB-2011-0666	EFS-ECAB-1101-051404	Jerry Hudson	10/05/20 - 10:38:40 EST	Observer	Gretas Attorneys at Law, 3691 Honeysuckle Lane
ECAB-2020-0042	EFS-ECAB-1910-072329	JOYCE B KENNEDY	08/28/20 - 02:21:50 EST	AoR	Gretas Attorneys at Law, 3691 Honeysuckle Lane

* All times displayed in US Eastern Timezone



eFile and eServe

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

Appeal Details

Summary

eFile Case Number

ECAB-1910-072329

Docket Number

ECAB-2020-0042

Board

ECAB

Case Type

FECA

Claimant Name

JOYCE B KENNEDY

Appeal Date

10/04/2019

Decision Date

09/17/2019

proSe

FALSE

Submit a New Filing

Remove From My Dashboard

Delegate Access

Remove Attorney of Record

Case Status Details

Refresh

View More

Entry Type	Action Name	Event Date	File Name
events	905 - Notice of entry of appearance	08/20/2020	
events	905 - Notice of entry of appearance	08/20/2020	
events	905 - Notice of entry of appearance	08/20/2020	
appeals	Case processable	08/14/2020	
appeals	Appeal Filed	08/14/2020	

All times displayed in US Eastern Timezone

Filings

Showing 2 of 2 records

View More

Filing Category	Filing Type	eFile Number	Filed Documents	Filed By	Status	Submitted On	Last Updated On	Details
Brief	Response to Board's Request for Legal Opinion/Memorandum	ECAB-2010-510583	File 2_6.pdf	Simon Greta	SUBMITTED	10/14/2020 - 09:51 EST	10/14/2020 - 09:51 EST	View
Motion	Motion for Extension of Time to File Other Briefs	ECAB-2010-510582	File 3_7.pdf	Simon Greta	SUBMITTED	10/14/2020 - 09:50 EST	10/14/2020 - 09:50 EST	View

All times displayed in US Eastern Timezone

Documents Served by ECAB

Showing 1 of 1 records

View More

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
ECAB-1910-239728	11982014_ACK - Acknowledgment Letter.pdf			10/18/2019 - 05:00 EST	10/18/2019 - 05:00 EST		10/18/2019 - 05:00 EST

All times displayed in US Eastern Timezone

Parties with Access

The table shows all the parties in the appeal who have access to this appeal

Showing 4 of 4 records

View More

Name	Address	User Type	Organization
Amy DeRocher	OWCP-DFEC, Jacksonville, United States, Florida, 32202	Individual	
Simon Greta	3506 Marion Street, Vermont, United States, Washington, 36432	Attorney	Gretas Attorneys at Law, 3691 Honeysuckle Lane
Alan Shapiro	8 Shaker Glen, Shaker Heights, United States, Ohio, 44122	Individual	
Joseph Sunny	Test address1, Colorado, United States, Colorado, 20200	Attorney	Boards Splits Testing, 200 Constitution Avenue, NW

Parties on Appeal

The table lists all the parties on this appeal.

Showing 2 of 2 records

View More

Name	Address	Role in the Case
Alan Shapiro	8 Shaker Glen, Shaker Heights, OH, 44122	Attorney
JOYCE KENNEDY	225 RAINTREE ROAD, HILLSVILLE, VA, 24343	Appellant

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.			

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eFile and eServe

4. The appeal details page includes a summary section that gives a summary of the appeal details.

Summary

eFile Case Number	EFS-ECAB-1910-072329
Docket Number	ECAB-2020-0042
Board	ECAB
Case Type	FECA
Claimant Name	JOYCE B KENNEDY
Appeal Date	10/04/2019
Decision Date	09/17/2019
proSe	FALSE

[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)

5. The appeal details page includes buttons **Submit a New Filing**, **Remove From My Dashboard**, **Delegate Access** and **Remove Attorney of Record/Make Attorney of Record**.
- 'Submit a New Filing' button is to bring up the form to submit a new filing related to the appeal.
 - Click on the 'Remove from My Dashboard' button is to bring up the page that lets you remove the appeal from your Boards dashboard
 - If you are an attorney with an organization, you will get the button 'Delegate Access' with which you can delegate the control of submitting filings to other members of your organization.
 - The "Make Attorney of Record" button converts the observer to a party to the appeal. The "Remove Attorney of Record" button makes the trusted user an observer on the appeal once again.

Summary

eFile Case Number	EFS-ECAB-1910-072329
Docket Number	ECAB-2020-0042
Board	ECAB
Case Type	FECA
Claimant Name	JOYCE B KENNEDY
Appeal Date	10/04/2019
Decision Date	09/17/2019
proSe	FALSE

[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)



6. Appeal details page include tables **Case Status Details**, **Filings**, **Documents Served by ECAB**, **Parties with Access**, **Parties on Appeal**, and **Delegated Users**.
 - a. **Case Status Details** table shows the various events that have happened to the case since it was docketed
 - b. The **Filings** table lists all the filings that have been submitted to the appeal.
 - c. The **Documents Served by ECAB** table lists all the serving issued by the Board on the appeal.
 - d. **Parties with Access** table lists all the parties that have access to this appeal.
 - e. **Parties on Appeal** table lists all the parties that are added to the appeal.
 - f. **Delegated Users** table lists all the users in your organization who have been delegated access to this appeal and the attorney who delegated the user.



eFile and eServe

Case Status Details

[Refresh](#)[View More](#)

Entry Type	Action Name	Event Date	File Name
events	90S - Notice of entry of appearance	08/20/2020	
events	90S - Notice of entry of appearance	08/20/2020	
events	90S - Notice of entry of appearance	08/20/2020	
appeals	Case processable	08/14/2020	
appeals	Appeal Filed	08/14/2020	

* All times displayed in US Eastern Time zone.

Filings

[Showing 2 of 2 records](#)[View More](#)

Filing Category	Filing Type	eFile Number	Filed Documents	Filed By	Status	Submitted On	Last Updated On	Details
Brief	Response to Board's Request for Legal Opinion/Memorandum	ECAB-2010-510583	File 2_6.pdf	Simon Greta	SUBMITTED	10/14/2020 - 09:51 EST	10/14/2020 - 09:51 EST	View
Motion	Motion for Extension of Time to File Other Briefs	ECAB-2010-510582	File 3_7.pdf	Simon Greta	SUBMITTED	10/14/2020 - 09:50 EST	10/14/2020 - 09:50 EST	View

* All times displayed in US Eastern Time zone.

Documents Served by ECAB

[Showing 1 of 1 records](#)[View More](#)

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
ECAB-1910-239728	11982014_ACK - Acknowledgement Letter.pdf			10/18/2019 - 05:00 EST	10/18/2019 - 05:00 EST		10/18/2019 - 05:00 EST

* All times displayed in US Eastern Time zone.

Parties with Access

The table shows all the parties in the appeal who have access to this appeal.

[Showing 4 of 4 records](#)[View More](#)

Name	Address	User Type	Organization
Amy DeRocher	OWCP-DFEC, Jacksonville, United States, Florida, 32202	Individual	
Simon Greta	3506 Marion Street, Vermont, United States, Washington, 36432	Attorney	Gretas Attorneys at Law, 3691 Honeysuckle Lane
Alan Shapiro	8 Shaker Glen, Shaker Heights, United States, Ohio, 44122	Individual	
Joseph Sunny	Test address1, Colorado, United States, Colorado, 20200	Attorney	Boards Splits Testing, 200 Constitution Avenue, NW

Parties on Appeal

The table lists all the parties on this appeal.

[Showing 2 of 2 records](#)[View More](#)

Name	Address	Role in the Case
Alan Shapiro	8 Shaker Glen, Shaker Heights, OH, 44122	Attorney
JOYCE KENNEDY	225 RAINTREE ROAD, HILLSVILLE, VA, 24343	Appellant

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.			

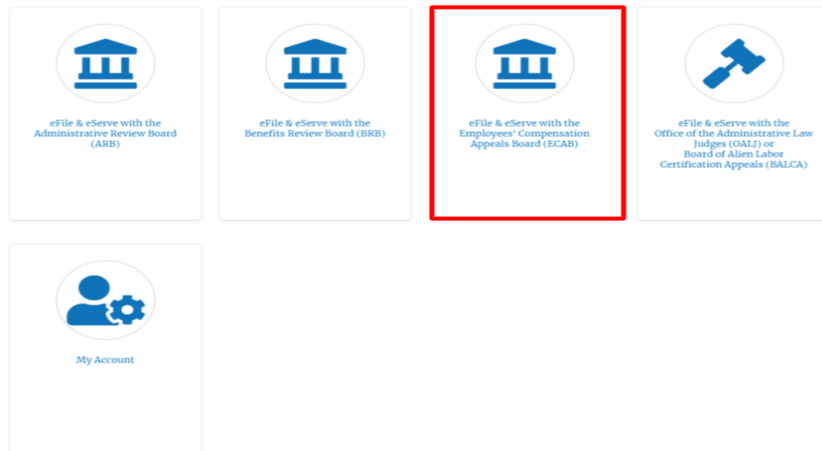


eFile and eServe

HOW TO BECOME ATTORNEY OF RECORD?

1. Click on the **ECAB** tile from the main dashboard.

Dashboard



2. Click on an Appeal from **Accessed Cases** table with User Type "**Observer**".

ECAB Dashboard

File a New Appeal - ECAB Access Appeals Help

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 1 of 1 records View More

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ECAB-2012-0128	EFS-ECAB-1110-050001	Mr. FNAME88458 MNAME87533 JONES	09/16/20 - 12:25:53 EST	Observer	Joseph's Org, addrsatest

* All times displayed in US Eastern Timezone

3. The appeal details page will be displayed with **Remove From My Dashboard** and **Make Attorney of Record** buttons.

Appeal Details

Summary

eFile Case Number	EFS-ECAB-1110-050001
Docket Number	ECAB-2012-0128
Board	ECAB
Case Type	FECA
Claimant Name	Mr. FNAME88458 MNAME87533 JONES
Appeal Date	10/30/2011
Decision Date	08/23/2011
prolie	FALSE

Remove From My Dashboard

Make Attorney of Record



eFile and eServe

- Click on the **Make Attorney of Record** button.

Appeal Details

Summary

eFile Case Number	EFS-ECAB-1110-050001
Docket Number	ECAB-2012-0128
Board	ECAB
Case Type	FECA
Claimant Name	Mr. FNAME88458 MNAME87533 JONES
Appeal Date	10/30/2011
Decision Date	08/23/2011
proSe	FALSE

[Remove From My Dashboard](#)[Make Attorney of Record](#)

- The case details page is displayed with **Submit a New Filing**, **Remove From My Dashboard**, **Remove Attorney of Record**, and **Delegate Access** buttons along with a confirmation message.

Appeal Details



You are now an Attorney of Record.

Summary

eFile Case Number	EFS-ECAB-1110-050001
Docket Number	ECAB-2012-0128
Board	ECAB
Case Type	FECA
Claimant Name	Mr. FNAME88458 MNAME87533 JONES
Appeal Date	10/30/2011
Decision Date	08/23/2011
proSe	FALSE

[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)



eFile and eServe

6. Click on the **ECAB Dashboard** breadcrumb to go to the appeal dashboard.



Appeal Details

7. The accessed case will be shown in your **Accessed Appeals** table with User Type **AoR**.

ECAB Dashboard

[File a New Appeal - ECAB](#) [Access Appeals](#) [Help](#)

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 1 of 1 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ECAB-2012-0128	EFS-ECAB-1110-050001	Mr. FNAME88458 MNAME87533 JONES	09/16/20 - 12:25:53 EST	AoR	Joseph's Org, addrsstest

* All times displayed in US Eastern Timezone




eFile and eServe

HOW TO REMOVE ATTORNEY OF RECORD?


1. Click on the **ECAB** tile from the main dashboard.

Dashboard


Help ?




eFile & eServe with the
Administrative Review Board
(ARB)




eFile & eServe with the
Benefits Review Board (BRB)



eFile & eServe with the
Employees' Compensation
Appeals Board (ECAB)



eFile & eServe with the
Office of the Administrative Law
Judges (OALJ) or
Board of Alien Labor
Certification Appeals (BALCA)



My Account

2. Click on an Appeal from **Accessed Cases** table with User Type “**AoR**”.

ECAB Dashboard

File a New Appeal - ECAB Access Appeals Help ?

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 1 of 1 records View More ?

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ECAB-2012-0128	EFS-ECAB-1110-050001	Mr. FNAME88458 MNAME87533 JONES	09/16/20 - 12:25:53 EST	AoR	Joseph's Org, addrsstest

* All times displayed in US Eastern Timezone



eFile and eServe

- The appeal details page will be displayed with **Submit a New Filing**, **Remove From My Dashboard**, **Remove Attorney of Record**, and **Delegate Access** buttons.

Appeal Details

Summary

eFile Case Number	EFS-ECAB-1110-050001
Docket Number	ECAB-2012-0128
Board	ECAB
Case Type	FECA
Claimant Name	Mr. FNAME88458 MNAME87533 JONES
Appeal Date	10/30/2011
Decision Date	08/23/2011
proSe	FALSE

[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)

- Click on the **Remove Attorney of Record** button.

Appeal Details

Summary

eFile Case Number	EFS-ECAB-1110-050001
Docket Number	ECAB-2012-0128
Board	ECAB
Case Type	FECA
Claimant Name	Mr. FNAME88458 MNAME87533 JONES
Appeal Date	10/30/2011
Decision Date	08/23/2011
proSe	FALSE


[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)



eFile and eServe

- The appeal details page will be displayed with **Remove From My Dashboard** and **Make Attorney of Record** buttons along with a confirmation message.

Appeal Details

 You have been removed as Attorney of Record from this appeal.

Summary

eFile Case Number	EFS-ECAB-1110-050001
Docket Number	ECAB-2012-0128
Board	ECAB
Case Type	FECA
Claimant Name	Mr. FNAME88458 MNAME87533 JONES
Appeal Date	10/30/2011
Decision Date	08/23/2011
proSie	FALSE

Remove From My DashboardMake Attorney of Record

- Click on the **BRB Dashboard** breadcrumb to go to the appeal dashboard.



Appeal Details

- The accessed appeal will be shown in your **Accessed Appeals** table with User Type **Observer**.

ECAB Dashboard

File a New Appeal - ECABAccess Appeals

Help ?

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 1 of 1 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ECAB-2012-0128	EFS-ECAB-1110-050001	Mr. FNAME88458 MNAME87533 JONES	09/16/20 - 12:25:53 EST	Observer	Joseph's Org, addrstest

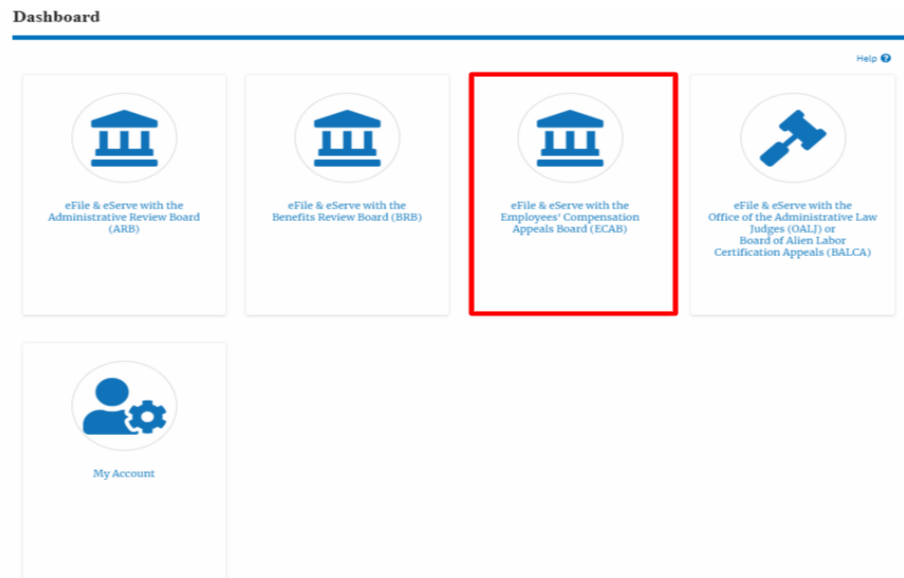
* All times displayed in US Eastern Timezone



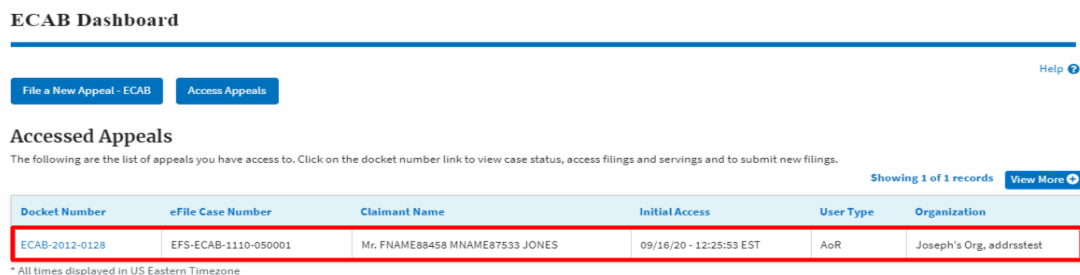
eFile and eServe

HOW TO SUBMIT A NEW FILING TO AN APPEAL IN ECAB?

1. Click on the **ECAB** tile from the main dashboard.



2. Click on the approved <Docket Number> link with User Type **"AoR"**. The user is navigated to the appeal details page.



3. Click on the 'Submit a New Filing' button. User is navigated to 'New Filing to Boards' page

Appeal Details

Summary

eFile Case Number	EFS-ECAB-1110-050001
Docket Number	ECAB-2012-0128
Board	ECAB
Case Type	FECA
Claimant Name	Mr. FNAME88458 MNAME87533 JONES
Appeal Date	10/30/2011
Decision Date	08/23/2011
proSe	FALSE

[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)



eFile and eServe

- The user selects the 'Filing Category' and its 'Filing Type' and uploads the mandatory field and clicks on the 'Submit to DOL' button.

New Filing to ECAB

[Help](#)

Your profile will be sent with the request. Please make sure that your profile is current and accurate. You can do this through the My Profile menu in the Dashboard.

Docket Number

ECAB-2012-0128

Filing Category *

- Select a value -

File *

[Choose File](#) No file chosen

Only files with the following extensions are allowed: pdf and size should be less than 200MB

IMPORTANT NOTICE FOR REDACTION RESPONSIBILITY
All filers must redact filings in compliance with 29 C.F.R. § 18.31. This regulation generally requires redaction of:

- Social Security numbers
- Taxpayer-identification numbers
- Dates of birth
- Names of minor children
- Financial account numbers

This requirement applies to all documents being filed, including exhibits and attachments

☒ I understand that I must comply with the redaction rules. I have read this notice.

[Submit to DOL](#) [Cancel](#)

- The filing request is listed in the 'Filings' table with 'SUBMITTED' status along with a confirmation message.

Appeal Details

[Help](#)

☒ The new filing has been submitted to the appeal.

Summary

eFile Case Number	EPS-ECAB-1110-050001
Docket Number	ECAB-2012-0128
Board	ECAB
Case Type	FECA
Claimant Name	Mr. FNAME88458 MNAME87533 JONES
Appeal Date	10/30/2011
Decision Date	08/23/2011
prose	FALSE

[Submit a New Filing](#) [Remove From My Dashboard](#) [Delegate Access](#)

Case Status Details

Entry Type	Action Name	Event Date	File Name
decision	Decision issued: C1 - D&O - Affirmed	05/18/2012	
events	128 - Submitted to Docket for issuance	05/17/2012	
events	114 - Panel assigned/case placed on Board agenda	05/14/2012	
appeals	Case processable	11/22/2011	
events	27A - Granted - Acknowledgement letter sent (FNAME89125)	11/07/2011	

* All times displayed in US Eastern Timezone

Filings

Showing 1 of 1 records View More							
Filing Category	Filing Type	eFile Number	Filed Documents	Filed By	Status	Submitted On	Last Updated On
Motion	Other	ECAB-2009-510212	Processing please wait.	Emma Sunny	SUBMITTED	08/14/2020 - 08:00 EST	08/14/2020 - 08:00 EST

* All times displayed in US Eastern Timezone



eFile and eServe

- Click on the **'View'** link under the 'Details' table header. The user is navigated to the view details page.

Filings

Showing 1 of 1 records [View More](#)

Filing Category	Filing Type	eFile Number	Filed Documents	Filed By	Status	Submitted On	Last Updated On	Details
Motion	Other	ECAB-2009-510212	Processing please wait.	Emma Sunny	SUBMITTED	09/14/2020 - 08:00 EST	09/14/2020 - 08:00 EST	View

* All times displayed in US Eastern Timezone

- The user is displayed with a details popup and can click on the document links which are submitted by the user.

Filing Details	
eFile Number	ECAB-2009-510212
eFile Case Number	EFS-ECAB-1110-050001
Filing Category	Motion
Filing Type	Other
Filed Documents	Decisionfile_5.pdf
Status	SUBMITTED
Submitted On	09/14/2020 - 08:00 EST

Status Update Log

eFile Number	eFile Status	Comment	Updated On
ECAB-2009-510212	SUBMITTED	New filing has been submitted.	09/14/2020 - 08:00 EST

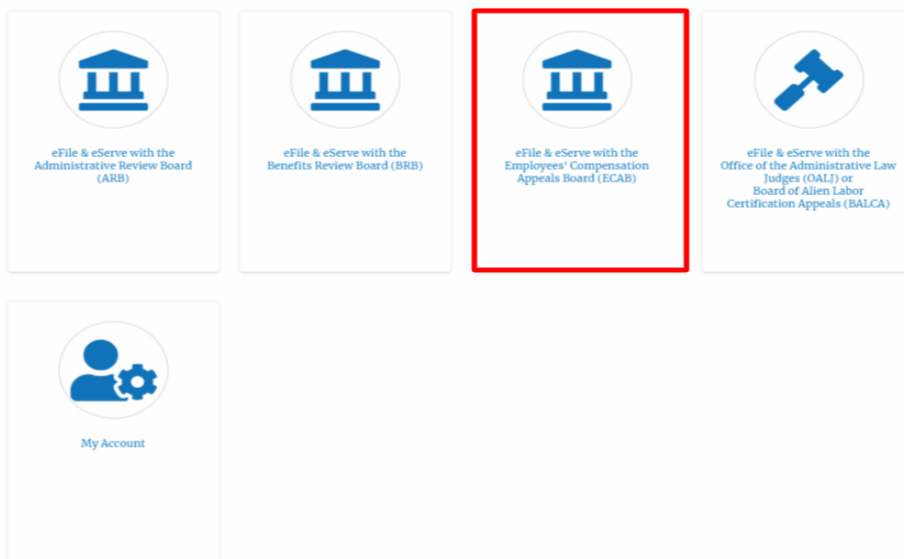


eFile and eServe

HOW TO FILE A NEW APPEAL IN ECAB?

1. Click on the **ECAB** tile from the main dashboard.

Dashboard



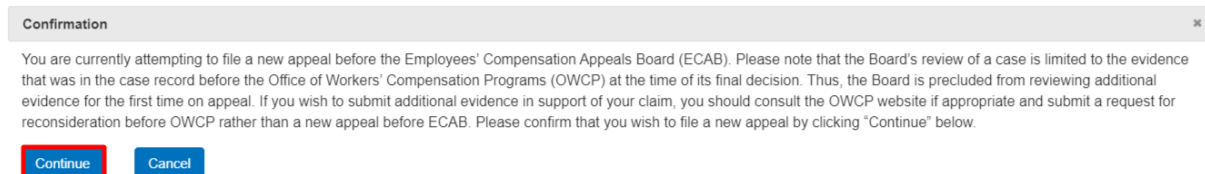
2. Click on the **File a New Appeal - BRB** button.



ECAB Dashboard



3. Click on the **Continue** button from the popup displayed.





eFile and eServe

4. Fill out all the mandatory fields on each page of the wizard and click the **Next** button.

Note: Fields in pages may change according to each selection on the previous page.

New Appeal

0%

▼ Help [Help ?](#)

Please enter your role in this appeal. According to the Board's Rules of Procedure any person adversely affected by a final decision of OWCP, or his or her authorized Representative, may file for review of such decision by the Board. An appellant is any person adversely affected by a final decision or order of the OWCP who files an appeal to the Board. A representative is an individual properly authorized by an Appellant in writing to act for the Appellant in connection with an appeal before the Board. The Representative may be any individual or an attorney who has been admitted to practice and who is in good standing with any court of competent jurisdiction.

Your Role on this Appeal *

- Select your role on this appeal -

Is this an appeal on behalf of an estate, widow, widower, or dependent child?

☐ Yes

☒ No

Your Organization

Boards Delegation Testing, 200 Constitution Avenue, NW

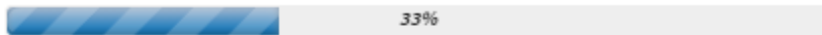
Save Draft

Cancel

Next



New Appeal



▼ Help

You do not have to have a representative in order to pursue your appeal. If you will be represented by an attorney/representative in this appeal an authorization/consent of representation must be filed. In order to submit a valid authorization/consent of representation, please provide the email address of your attorney/representative. An email will be sent to the address you provided, prompting them to log in to this system to validate their role as your attorney/representative.

Do you have an attorney or representative? *

☐ Yes

☐ No

Previous

Save Draft

Cancel

Next



eFile and eServe

New Appeal

44%

▼ Help

Your appeal will be subject to dismissal unless you provide the OWCP decision date you are appealing. An appeal must be filed within 180 days following the date of the OWCP decision(s) being appealed. If your appeal is not timely filed, you must attach a statement with supporting documentation establishing compelling circumstances which prevented timely filing.

Date of OWCP decision being appealed *

Do you have a second decision date?
☐ Yes
☒ No

Previous

Save Draft

Cancel

Next

New Appeal

66%

▼ Help

Please enter the OWCP File Number associated with the OWCP decision(s) being appealed. If you wish to file an appeal concerning another OWCP File Number, please file a separate appeal.

OWCP File (Claim) Number *

Enter the 9 digit OWCP number

Previous

Save Draft

Cancel

Next



New Appeal

77%

▼ Help

If Oral argument is requested, your request will be granted or denied in the Board's discretion pursuant to the Board's Rules of Procedure (20 C.F.R. § 501.5). Should your request for oral argument be denied, the appeal will be decided on the record. If you are requesting oral argument, you must state the specific issue(s) to be argued and state in detail the specific reasons that an oral argument is necessary as part of your appeal. The issues and supporting statement need not be long, but they should be as clear and specific as possible. PLEASE NOTE: By requesting Oral Argument you are confirming that you will appear in Washington, DC at your own expense if oral argument is granted. Oral arguments are only held in Washington, DC. The Board does not pay for travel or any other expenses, related to attending oral argument. Evidence that was not in the case record at the time of the decision(s) appealed to ECAB cannot be submitted to the Board at oral argument.

Oral Argument Requested

☐ Yes

☒ No

Previous

Save Draft

Cancel

Next



eFile and eServe

New Appeal

88%

▼ Help

Briefly state the specific reasons for your disagreement with the decision of OWCP.

Appeal Reason *

Enter Appeal Reason

Previous

Save Draft

Cancel

Next

New Appeal

100%

Terms & Conditions

This system is solely for the use of parties with cases pending before the Adjudicatory Boards (ARB, BRB & ECAB) of the U.S. Department of Labor.

☐

Accept Above Terms & Conditions

Previous

Save Draft

Cancel

Preview

Submit for 2nd Signature



eFile and eServe

- On the final page of the wizard, **Accept Above Terms & Conditions** and click on the **'Submit to ECAB'/'Submit for the 2nd Signature'** button.

Note: If the filer is Appellant, It will be going for a second signature.

New Appeal

- The new appeal will be shown in your **'New Appeals'** table with **'SUBMITTED'/'AWAITING SIGNATURE'** status along with a confirmation message.

New Appeals

The following are the appeals you have created. Click on the eFile Case Number link to view case status, access filings and servings and to submit new filings.

Showing 5 of 5 records [View More](#)

Docket Number	eFile Number	Case Type	Status	Last Updated On	Details
Pending Assignment	ECAB-2009-510211	FECA	AWAITING SIGNATURE	09/14/2020 - 07:43 EST	View
ECAB-2009-2285	ECAB-2009-802285	FECA	REJECTED	09/04/2020 - 04:21 EST	View

- Click on the **View** link under the **Details** table header. The user is navigated to the appeal's view details page.

Appeal Details	
Docket Number	Pending Assignment
eFile Number	ECAB-2009-510211
eFile Case Number	EPS-ECAB-2009-208947
Board	ECAB
Case Type	FECA
Decision Date (Lower court)	09/09/2020
Decision Date 2	NA
Oral Argument Requested	No
OWCP	927984703
Second Signature	AWAITING SIGNATURE
Your Role in this Appeal	Appellant
Organization	Boards Delegation Testing
Status	SIGNATURE_PENDING
Access Status	SUBMITTED
Submitted On	09/14/2020 - 07:43 EST

Parties in this Appeal

The table lists all the parties in this appeal.

Name	Address	Role in the Case
Emma Sunny	578 Cross St. Brighton, MA 02135, MA, US-CA, 08302	Appellant
Barney Barry	55 Constitution Ave. Peachtree City, GA 30269, Peach, US-DE, 34943	Attorney

Status Update Log

eFile Number	eFile Status	Comment	Updated On
ECAB-2009-510211	AWAITING SECOND SIGNATURE	New appeal has been submitted for second signature.	09/14/2020 - 07:43 EST

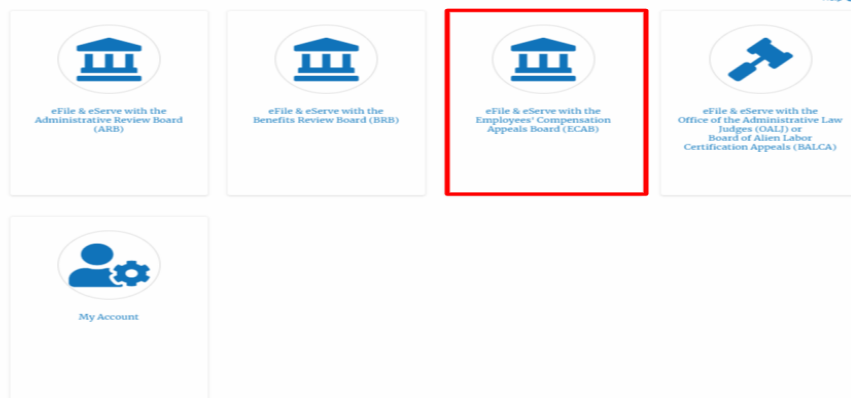


eFile and eServe

HOW TO DELEGATE ACCESS TO AN APPEAL IN ECAB?

1. Click on the **ECAB** tile from the main dashboard.

Dashboard



2. Click on the approved <Docket Number> link with User Type **"AoR"**. The user is navigated to the appeal details page.

ECAB Dashboard

[File a New Appeal - ECAB](#) [Access Appeals](#) [Help](#)

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 1 of 1 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ECAB-2012-0128	EFS-ECAB-1110-050001	Mr. FNAME88458 MNAME87533 JONES	09/16/20 - 12:25:53 EST	AoR	Joseph's Org, adrsstest

* All times displayed in US Eastern Timezone

3. Click on the 'Delegate Access' button. The user is navigated to the 'Organization Members' page.

Appeal Details

Summary

eFile Case Number	EFS-ECAB-1110-050001
Docket Number	ECAB-2012-0128
Board	ECAB
Case Type	FECA
Claimant Name	Mr. FNAME88458 MNAME87533 JONES
Appeal Date	10/30/2011
Decision Date	08/23/2011
proSe	FALSE

[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)



eFile and eServe

4. From the **Organization Members** table displayed, click on the **Delegate** link under 'Actions' table header against the user to be delegated.

Organization Members

Organization: Boards Delegation Testing

Help ?

Name	Email
<input type="text" value="Enter Name"/>	<input type="text" value="Enter Email"/>
<input type="button" value="Search"/>	

Name	Email	User Type	Actions
Dion - John	diontester001@gmail.com	Attorney	Delegate
Angel George	angeltester001@gmail.com	Attorney	Delegate

5. Delegate user confirmation will be displayed. Also, the "Delegate" link against delegated member changes to "Remove Delegation".

Organization Members



- Dion John has been delegated to this appeal.
- An email notification has been sent to Dion John at diontester001@gmail.com.

Help ?

Organization: Boards Delegation Testing

Name	Email
<input type="text" value="Enter Name"/>	<input type="text" value="Enter Email"/>
<input type="button" value="Search"/>	

Name	Email	User Type	Actions
Dion - John	diontester001@gmail.com	Attorney	Remove Delegation
Angel George	angeltester001@gmail.com	Attorney	Delegate

6. In the Appeal details page, the delegated member will be displayed in the Delegated User table.

Delegated Users

Showing 1 of 1 records [View More](#)

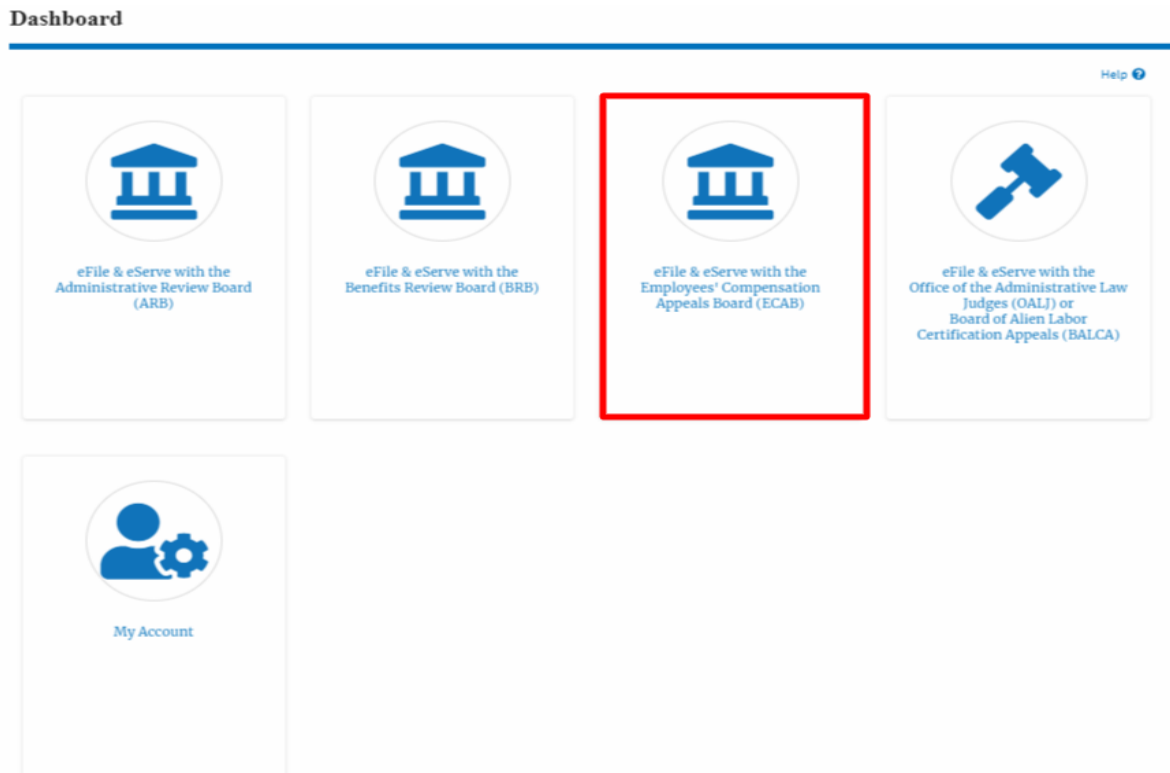
Name	Address	Delegated By	Organization
Dion John	200 Constitution Avenue, NW, Washington, United States, California, 20211-1111	Emma Sunny	Boards Delegation Testing, 200 Constitution Avenue, NW



eFile and eServe

HOW TO ACCESS ECAB - APPEAL DETAILS PAGE AS A DELEGATED USER?

1. Click on the **eFile & eServe with the Employees' Compensation Appeals Board (ECAB)** tile from the main dashboard.



2. In the ECAB Dashboard, click on the approved <Docket Number> link from the **Appeals Delegated to Me** table.

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 2 of 2 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ECAB-2011-0666	EFS-ECAB-1101-051404	Jerry Hudson	10/05/20 - 10:38:40 EST	Observer	Gretas Attorneys at Law, 3691 Honeysuckle Lane
ECAB-2020-0042	EFS-ECAB-1910-072329	JOYCE B KENNEDY	08/28/20 - 02:21:50 EST	AoR	Gretas Attorneys at Law, 3691 Honeysuckle Lane

* All times displayed in US Eastern Timezone



eFile and eServe

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

Appeal Details

Summary

eFile Case Number

ECAB-1910-072329

Docket Number

ECAB-2020-0042

Board

ECAB

Case Type

FECA

Claimant Name

JOYCE B KENNEDY

Appeal Date

10/04/2019

Decision Date

09/17/2019

prose

FALSE

Submit a New Filing

Remove From My Dashboard

Delegate Access

Remove Attorney of Record

Case Status Details

Refresh

View More

Entry Type	Action Name	Event Date	File Name
events	90S - Notice of entry of appearance	08/20/2020	
events	90S - Notice of entry of appearance	08/20/2020	
events	90S - Notice of entry of appearance	08/20/2020	
appeals	Case processable	08/14/2020	
appeals	Appeal Filed	08/14/2020	

All times displayed in US Eastern Timezone

Filings

Showing 2 of 2 records

View More

Filing Category	Filing Type	eFile Number	Filed Documents	Filed By	Status	Submitted On	Last Updated On	Details
Brief	Response to Board's Request for Legal Opinion/Memorandum	ECAB-2010-510583	File 2_6.pdf	Simon Greta	SUBMITTED	10/14/2020 - 09:51 EST	10/14/2020 - 09:51 EST	View
Motion	Motion for Extension of Time to File Other Briefs	ECAB-2010-510582	File 3_7.pdf	Simon Greta	SUBMITTED	10/14/2020 - 09:50 EST	10/14/2020 - 09:50 EST	View

All times displayed in US Eastern Timezone

Documents Served by ECAB

Showing 1 of 1 records

View More

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
ECAB-1910-239728	11982014_ACK - Acknowledgement Letter.pdf			10/18/2019 - 05:00 EST	10/18/2019 - 05:00 EST		10/18/2019 - 05:00 EST

All times displayed in US Eastern Timezone

Parties with Access

The table shows all the parties in the appeal who have access to this appeal.

Showing 4 of 4 records

View More

Name	Address	User Type	Organization
Amy DeRocher	OWCP-DFEC, Jacksonville, United States, Florida, 32202	Individual	
Simon Greta	3506 Marion Street, Vermont, United States, Washington, 36432	Attorney	Gretas Attorneys at Law, 3691 Honeysuckle Lane
Alan Shapiro	8 Shaker Glen, Shaker Heights, United States, Ohio, 44122	Individual	
Joseph Sunny	Test address1, Colorado, United States, Colorado, 20200	Attorney	Boards Splits Testing, 200 Constitution Avenue, NW

Parties on Appeal

The table lists all the parties on this appeal.

Showing 2 of 2 records

View More

Name	Address	Role in the Case
Alan Shapiro	8 Shaker Glen, Shaker Heights, OH, 44122	Attorney
JOYCE KENNEDY	225 RAIN TREE ROAD, HILLSVILLE, VA, 24343	Appellant

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.			

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eFile and eServe

HOW TO REMOVE DELEGATION ACCESS IN AN APPEAL IN ECAB?


1. Click on the **ECAB** tile from the main dashboard.

Dashboard


Help ?




eFile & eServe with the
Administrative Review Board
(ARB)




eFile & eServe with the
Benefits Review Board (BRB)



eFile & eServe with the
Employees' Compensation
Appeals Board (ECAB)



eFile & eServe with the
Office of the Administrative Law
Judges (OALJ) or
Board of Alien Labor
Certification Appeals (BALCA)



My Account

2. Click on the approved <Docket Number> link with User Type “**AoR**”. The user is navigated to the appeal details page.

ECAB Dashboard

File a New Appeal - ECAB Access Appeals Help ?

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 1 of 1 records View More ?

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ECAB-2012-0128	EFS-ECAB-1110-050001	Mr. FNAME88458 MNAME87533 JONES	09/16/20 - 12:25:53 EST	AoR	Joseph's Org, addrsstest

* All times displayed in US Eastern Timezone



eFile and eServe

- Click on the 'Delegate Access' button. The user is navigated to the 'Organization Members' page.

Appeal Details

Summary

eFile Case Number	EFS-ECAB-1110-050001
Docket Number	ECAB-2012-0128
Board	ECAB
Case Type	FECA
Claimant Name	Mr. FNAME88458 MNAME87533 JONES
Appeal Date	10/30/2011
Decision Date	08/23/2011
proSe	FALSE

[Submit a New Filing](#)[Remove From My Dashboard](#)[Delegate Access](#)[Remove Attorney of Record](#)

- From the **Organization Members** table displayed, click on the **Remove Delegation** link under 'Actions' table header against the user to remove delegation.

Organization Members

Organization: Boards Delegation Testing

[Help](#)

Name	Email	
<input type="text" value="Enter Name"/>	<input type="text" value="Enter Email"/>	<input type="button" value="Search"/>

Name	Email	User Type	Actions
Dion - John	diontester001@gmail.com	Attorney	Remove Delegation
Angel George	angeltester001@gmail.com	Attorney	Delegate

- Remove delegation confirmation will be displayed. Also the "Remove Delegation" link against member changes to "Delegate".

Organization Members

<ul style="list-style-type: none">Removed Dion John's delegated access to this appeal.An email notification has been sent to Dion John at diontester001@gmail.com.

Organization: Boards Delegation Testing

[Help](#)

Name	Email	
<input type="text" value="Enter Name"/>	<input type="text" value="Enter Email"/>	<input type="button" value="Search"/>

Name	Email	User Type	Actions
Dion - John	diontester001@gmail.com	Attorney	Delegate
Angel George	angeltester001@gmail.com	Attorney	Delegate



eFile and eServe

HOW TO ACCESS SERVINGS IN ECAB?

1. Click on the **ECAB** tile from the main dashboard.

Dashboard

Help ?

eFile & eServe with the Administrative Review Board (ARB)

eFile & eServe with the Benefits Review Board (BRB)

eFile & eServe with the Employees' Compensation Appeals Board (ECAB)

eFile & eServe with the Office of the Administrative Law Judges (OALJ) or Board of Alien Labor Certification Appeals (BALCA)

My Account

2. Click on the approved <Docket Number> link with User Type “**AoR**”. The user is navigated to the appeal details page.

Accessed Appeals

The following are the list of appeals you have access to. Click on the docket number link to view case status, access filings and servings and to submit new filings.

Showing 2 of 2 records [View More](#)

Docket Number	eFile Case Number	Claimant Name	Initial Access	User Type	Organization
ECAB-2011-0666	EFS-ECAB-1101-051404	Jerry Hudson	10/05/20 - 10:38:40 EST	Observer	Gretas Attorneys at Law, 3691 Honeysuckle Lane
ECAB-2020-0042	EFS-ECAB-1910-072329	JOYCE B KENNEDY	08/28/20 - 02:21:50 EST	AoR	Gretas Attorneys at Law, 3691 Honeysuckle Lane

* All times displayed in US Eastern Timezone



eFile and eServe

3. The **Documents Served by ECAB** table displays the served documents list.
 - i. **Issued On** – The date and time the serving was issued by BRB
 - j. **Served On** - The date and time the serving was served to the dashboard
 - k. **Notified On** - The date and time the email regarding the serving was sent
 - l. **Accessed On** - The date and time the serving was access by the user.

Documents Served by ECAB

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

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
ECAB-1910-316886	11982014_ACK - Acknowledgement Letter.pdf			10/17/2019 - 20:00 EST	10/17/2019 - 20:00 EST		10/17/2019 - 20:00 EST
ECAB-1910-316910	11982020_ACK - Acknowledgement Letter.pdf			10/17/2019 - 20:00 EST	10/17/2019 - 20:00 EST		10/17/2019 - 20:00 EST
ECAB-1910-316887	11982017_ACK - Acknowledgement Letter.pdf			10/17/2019 - 20:00 EST	10/17/2019 - 20:00 EST		10/17/2019 - 20:00 EST

* All times displayed in US Eastern Timezone

4. Click on the **View More** button to navigate to the **Documents Served by ECAB** page.

Documents Served by ECAB

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

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
ECAB-1910-316886	11982014_ACK - Acknowledgement Letter.pdf			10/17/2019 - 20:00 EST	10/17/2019 - 20:00 EST		10/17/2019 - 20:00 EST
ECAB-1910-316910	11982020_ACK - Acknowledgement Letter.pdf			10/17/2019 - 20:00 EST	10/17/2019 - 20:00 EST		10/17/2019 - 20:00 EST
ECAB-1910-316887	11982017_ACK - Acknowledgement Letter.pdf			10/17/2019 - 20:00 EST	10/17/2019 - 20:00 EST		10/17/2019 - 20:00 EST

* All times displayed in US Eastern Timezone



eFile and eServe

- Click on the <file name> to access the served document.

Documents Served by ECAB

Help ?

eFile Number	File Name	Description	File Type
<input type="text" value="Search eFile Number"/>	<input type="text" value="Search File Name"/>	<input type="text" value="Search Description"/>	<input type="text" value="Search File Type"/>

Apply

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
ECAB-1910-316886	11982014_ACK - Acknowledgement Letter.pdf			10/17/2019 - 20:00 EST	10/17/2019 - 20:00 EST		10/17/2019 - 20:00 EST
ECAB-1910-316910	11982020_ACK - Acknowledgement Letter.pdf			10/17/2019 - 20:00 EST	10/17/2019 - 20:00 EST		10/17/2019 - 20:00 EST
ECAB-1910-316887	11982017_ACK - Acknowledgement Letter.pdf			10/17/2019 - 20:00 EST	10/17/2019 - 20:00 EST		10/17/2019 - 20:00 EST

* All times displayed in US Eastern Timezone

- The **Accessed On** date will be displayed in the column.

Documents Served by ECAB

Help ?

eFile Number	File Name	Description	File Type
<input type="text" value="Search eFile Number"/>	<input type="text" value="Search File Name"/>	<input type="text" value="Search Description"/>	<input type="text" value="Search File Type"/>

Apply

eFile Number	File Name	Description	File Type	Issued On	Served On	Accessed On	Notified On
ECAB-1910-316886	11982014_ACK - Acknowledgement Letter.pdf			10/17/2019 - 20:00 EST	10/17/2019 - 20:00 EST	10/14/2020 - 10:41 EST	10/17/2019 - 20:00 EST
ECAB-1910-316910	11982020_ACK - Acknowledgement Letter.pdf			10/17/2019 - 20:00 EST	10/17/2019 - 20:00 EST		10/17/2019 - 20:00 EST
ECAB-1910-316887	11982017_ACK - Acknowledgement Letter.pdf			10/17/2019 - 20:00 EST	10/17/2019 - 20:00 EST	10/14/2020 - 10:41 EST	10/17/2019 - 20:00 EST

* All times displayed in US Eastern Timezone



eFile and eServe

OVERVIEW OF BOARDS APPEALS EMAIL NOTIFICATIONS FOR PUBLIC ATTORNEY

1. Email Notification on 'Submitted - New Appeal':

New Appeal for the Case ARB-2009-0306(BLA) has been submitted - DO NOT REPLY

DOL eFile-eServe <noreply@dol.gov>
to me ▾

eFile and eServe

Dear Joseph Sunny,

Please find the details of your new appeal below.

Docket Number	: ARB-2009-0306
Agency	: ARB
OALJ Case Number(s)	: 2017-BLA-05170,2011-BLA-06353
eFile Number	: ARB-2009-510306
eFile Case Number	: EFS-ARB-2009-208989
Decision Date	: September 14, 2020
Status	: submitted
Date	: September 25, 2020 at 5:11 AM ET

Please click the link(s) below to view the document(s):

[533030](#)

[533031](#)

Thank you,
Administrative Review Board
U.S. Department of Labor
Please login to DOL [eFile and eServe](#) to view the details



eFile and eServe

2. Email Notification on 'Approved - New Appeal':

Appeal for the Case ARB-2009-0290(ERA) has been APPROVED - DO NOT REPLY

DOL eFile-eServe <noreply@dol.gov>
to me ▾

eFile and eServe

Dear Joseph Sunny,

Please find the details of your Appeal below.

Docket Number : ARB-2009-0290
Agency : ARB
eFile Number : ARB-2009-510290
eFile Case Number : EFS-ARB-2009-208980
Status : APPROVED
Date : September 25, 2020 at 6:07 AM ET
Comments : Agency approving this request

Thank you,
Administrative Review Board
U.S. Department of Labor
Please login to DOL [eFile and eServe](#) to view the details

3. Email Notification on 'Rejected - New Appeal':

Appeal for the Case ARB-2009-0306(BLA) has been REJECTED - DO NOT REPLY

DOL eFile-eServe <noreply@dol.gov>
to me ▾

eFile and eServe

Dear Joseph Sunny,

Please find the details of your Appeal below.

Docket Number : ARB-2009-0306
Agency : ARB
eFile Number : ARB-2009-510306
eFile Case Number : EFS-ARB-2009-208989
Status : REJECTED
Date : September 25, 2020 at 6:09 AM ET
Comments : AGENCY rejecting this request

Thank you,
Administrative Review Board
U.S. Department of Labor
Please login to DOL [eFile and eServe](#) to view the details



eFile and eServe

4. Email Notification on 'Submitted - Filing':

Motion for the Case ARB-2019-0067(LCA) has been Submitted - DO NOT REPLY

DOL eFile-eServe <noreply@dol.gov>
to me ▾

eFile and eServe

Dear Joseph Sunny,

Please find the details of your Motion below.

Docket Number : ARB-2019-0067
Agency : ARB
eFile Number : ARB-2009-510341
eFile Case Number : EFS-ARB-1907-071109
Status : Submitted
Date : September 25, 2020 at 5:58 AM ET

Please click the link(s) below to view the document(s):

[533035](#)

Thank you,

U.S. Department of Labor
Please login to DOL [eFile and eServe](#) to view the details

5. Email Notification on 'Approved - Filing':

Brief for the Case ARB-2019-0067(LCA) has been Approved - DO NOT REPLY Inbox X

DOL eFile-eServe <noreply@dol.gov>
to me ▾

eFile and eServe

Dear Joseph Sunny,

Please find the details of your Brief below.

Docket Number : ARB-2019-0067
Agency : ARB
eFile Number : ARB-2009-510342
eFile Case Number : EFS-ARB-1907-071109
Status : Approved
Date : September 25, 2020 at 6:01 AM ET
Comments : Approved For Joseph

Thank you,
Administrative Review Board
U.S. Department of Labor
Please login to DOL [eFile and eServe](#) to view the details



eFile and eServe

6. Email Notification on 'Rejected - Filing':

Motion for the Case ARB-2019-0067(LCA) has been Rejected - DO NOT REPLY

DOL eFile-eServe <noreply@dol.gov>

to me ▾

eFile and eServe

Dear Joseph Sunny,

Please find the details of your Motion below.

Docket Number : ARB-2019-0067
Agency : ARB
eFile Number : ARB-2009-510341
eFile Case Number : EFS-ARB-1907-071109
Status : Rejected
Date : September 25, 2020 at 6:02 AM ET
Comments : Rejected for joseph

Thank you,
Administrative Review Board
U.S. Department of Labor
Please login to DOL [eFile and eServe](#) to view the details

7. Email Notification on 'Delegate Access' to a member on appeal:

DOL eFile-eServe – Delegated access granted to the appeal: BRB-2012-0191 inbox x

eFile/eServe Support <support@efsdev.com>
to me ▾

eFile and eServe

Dear Angel George,

You have been granted access to the appeal - BRB-2012-0191 in the Department of Labor's (DOL) eFile and eServe system by Barey Barry.

To view the appeal, please login at eFile and eServe by clicking on the link given below:

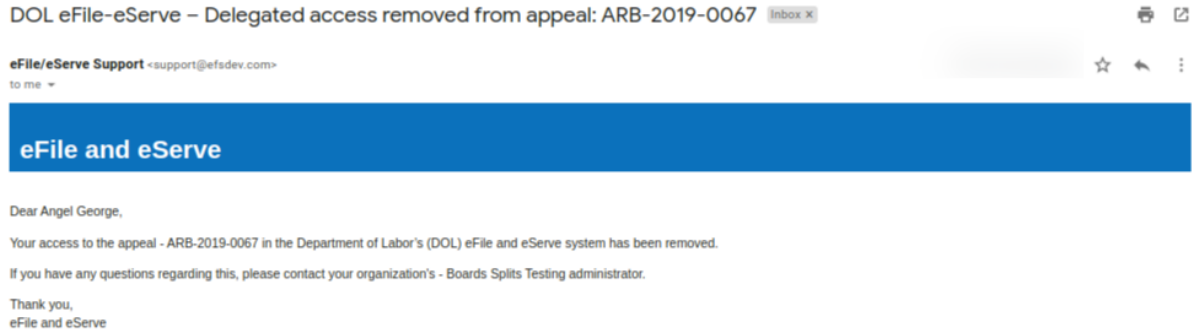
<https://efstest2.mindpetal.com/dashboard/appeal/EFB-BRB-1201-050007/view>

Thank you,
eFile and eServe



eFile and eServe

8. Email Notification on 'Remove Delegate Access' from a member on appeal:



9. Email Notification on 'Servings'

