



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.

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)

People's Trusted Law Firm

My Profile

2. **OALJ and BALCA** Dashboard include 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

Form Templates ? Help ?

File a New Case Access Cases Multi Case Filing

- a. The **File a New Case** button lets users file a new case with OALJ



eFile and eServe

- b. The **Access Cases** button lets the Trusted user 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.
3. **OALJ and BALCA Dashboard** include tables 'Accessed Cases', 'Cases Delegated to Me', and 'New Cases'.
- a. The **Accesses Cases** table lists all the cases that the user has obtained access to
 - b. 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
2020OCA12121			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

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.						

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