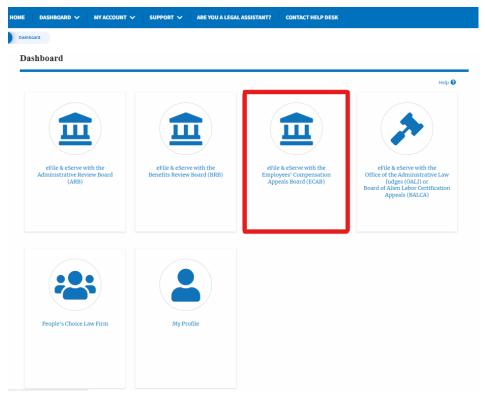
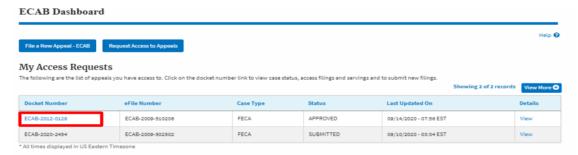


HOW TO SUBMIT A NEW FILING TO AN APPEAL IN ECAB?

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

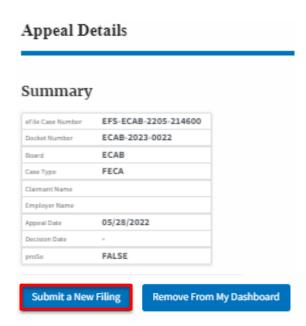


2. Click on the approved <Docket Number> link. The user is navigated to the appeal details page.



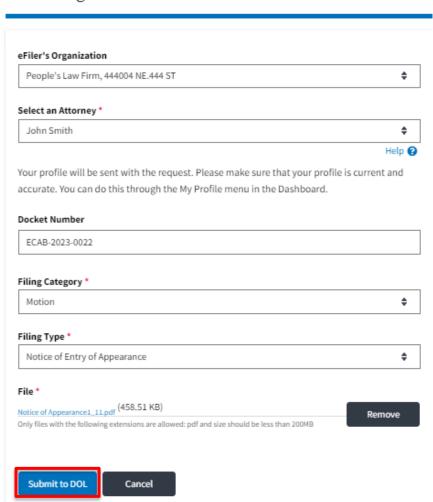
3. Click on the 'Submit a New Filing' button. The user is navigated to the 'New Filing to Boards' page





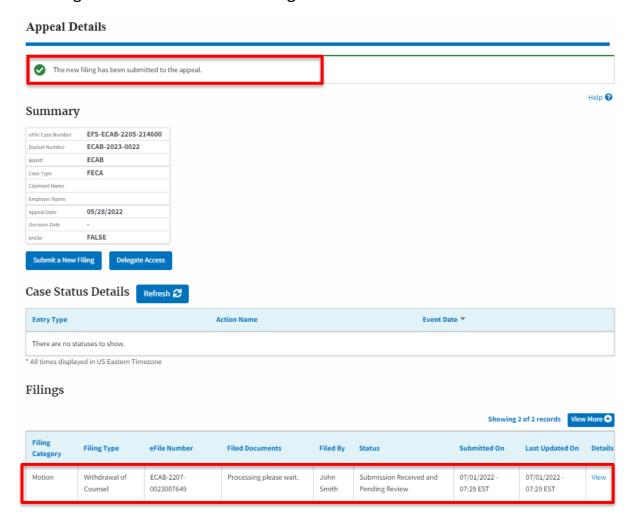
4. The user selects the 'Filing Category' and its 'Filing Type' and uploads the mandatory field and clicks on the 'Submit to DOL' button.

New Filing to ECAB





5. The filing request is listed in the 'Filings' table with 'SUBMITTED' status along with a confirmation message.



6. Click on the 'View' link under the 'Details' table header. The user is navigated to the view details page.



7. The user is displayed with a details popup and can click on the document links which are submitted by the user.



F	iling Details		×
	eFile Number	ECAB-2207	
	eFile Case Number	EFS-ECAB-2	1
	Filing Category	Motion	
	Filing Type	Notice of Entry of Appearance	
	Filed Documents	Processing please wait.	
	Status	Submission Received and Pending Review	
	Submitted On	07/03/2022 - 08:36 EST	
	Filing Party	John Smith	
	Submitted By:	Claire Cooper	

Status Update Log

eFile Number	eFile Status	Comment	Updated On
ECAB-2207- 0023007663	Submission Received and Pending Review	New filing has been submitted.	07/03/2022 - 08:36 EST