



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 ?

The dashboard contains six tiles:

- Tile 1: eFile & eServe with the Administrative Review Board (ARB)
- Tile 2: eFile & eServe with the Benefits Review Board (BRB)
- Tile 3: eFile & eServe with the Employees' Compensation Appeals Board (ECAB) - **Highlighted**
- Tile 4: eFile & eServe with the Office of the Administrative Law Judges (OALJ) or Board of Alien Labor Certification Appeals (BALCA)
- Tile 5: People's Trusted Law Firm
- Tile 6: My Profile

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, addrstest

* All times displayed in US Eastern Timezone



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

Appeal Details

Summary

eFile Case Number	EFS-ECAB-1610-063968
Docket Number	ECAB-2017-0025
Board	ECAB
Case Type	FECA
Claimant Name	FNAME99480 MNAME98423 HARVEY
Employer Name	UNITED STATES POSTAL SERVICE, INDIANAPOLIS, IN
Appeal Date	10/11/2016
Decision Date	09/20/2016
proSe	TRUE

[Submit a New Filing](#)[Delegate Access](#)[Manage Attorney of Record](#)

- From the **Organization Members** table displayed, click on the **Remove Delegation** link under the '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 members changes to "Delegate".



eFile and eServe

Organization Members

✓ Removed Del User Nine's delegated access to this appeal.

Organization: Boards Delegation Testing

Name **Email**

Name	Email	User Type	Actions
Dion - John	diontester001@gmail.com	Attorney	Delegate
Angel George	angeltester001@gmail.com	Attorney	Delegate