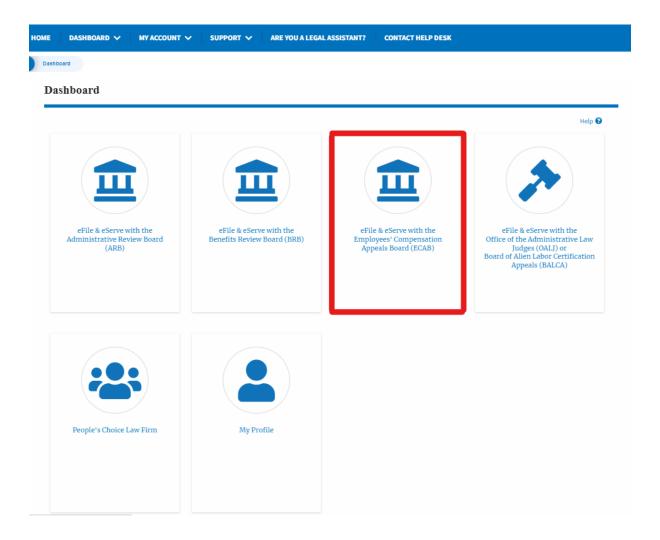


HOW TO ACCESS APPEALS IN ECAB?

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

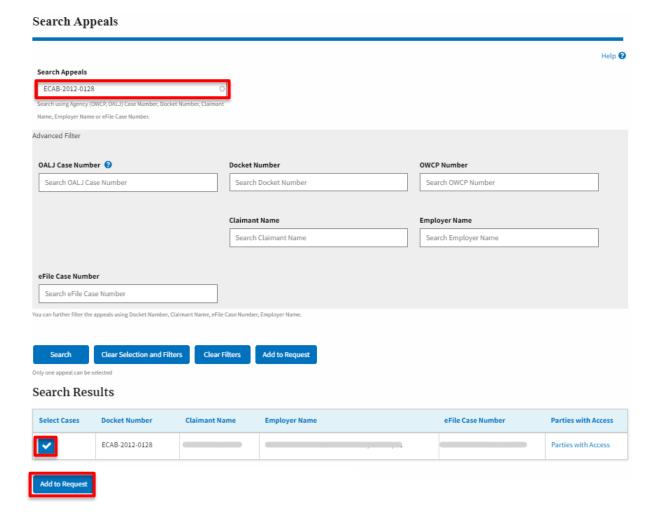


2. Click on the **Request Access to Appeals** button.



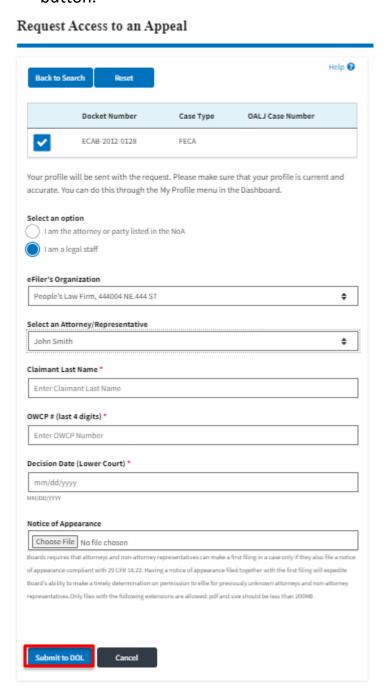


 Search any appeal and click on the 'Add to Request' button that is displayed only if one of the appeals is selected.





4. Request access to an appeal by filling out the mandatory fields and selecting the required organization and clicking on the 'Submit to DOL' button.



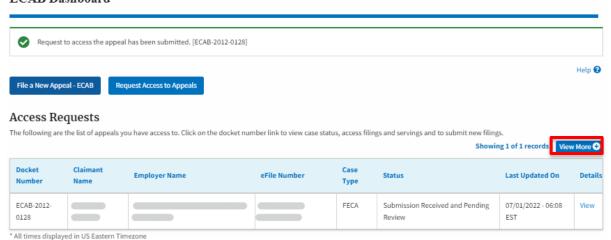
5. The requested appeal will be shown in your 'My Access Requests' table with the 'SUBMITTED' status along with a confirmation message.



ECAB Dashboard Request to access the appeal has been submitted. [ECAB-2012-0128] Help 🔞 File a New Appeal - ECAB Request Access to Appeals Access Requests 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 + Claimant Docket Case **Employer Name** Last Updated On Number Name Туре ECAB-2012-Submission Received and Pending 07/01/2022 - 06:08 0128 EST All times displayed in US Eastern Timezone

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

ECAB Dashboard



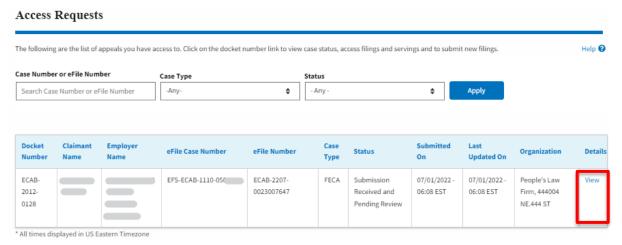
^{7.} All the requested appeals will be listed on the page.

Access Requests Help 🚱 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. Case Number or eFile Number Case Type Search Case Number or eFile Number -Any \$ - Any Docket Claimant Submitted Employer Case Last eFile Case Number eFile Number Status Organization Details Updated On Name Name Type ECAB-EFS-ECAB-1110-050 ECAB-2207-07/01/2022 -07/01/2022 FECA Submission People's Law View 2012-0023007647 Received and 06:08 EST 06:08 EST Firm, 444004 0128 Pending Review NE.444 ST

^{*} All times displayed in US Eastern Timezone



8. Click on the **View** link under the **Details** table header. The user is navigated to the appeal's view details page.



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



Status Update Log

eFile Number	eFile Status	Comment	Updated On
ECAB-2207-	Submission Received and	Request to access the appeal has been submitted.	07/01/2022 - 06:08
0023007647	Pending Review		EST