

# FLRA eFiling System

Registering and Creating a User Profile  
using the FLRA's eFiling System



*View the Authority's*  
**DECISIONS**

The Federal Labor Relations Authority adjudicates disputes under the Federal Service Labor Management Relations Statute.  
The cases and decisions are listed on-line:

Decisions of the  
FEDERAL  
LABOR  
RELATIONS  
AUTHORITY

From the home page of the FLRA's website -- [FLRA.gov](https://www.flra.gov) -- click on the [eFile](#) link.

## eFiling System

The FLRA Case eFiling System currently provides an easy way to electronically file cases with the Authority -- the FLRA's three-Member adjudicatory body -- and the Federal Service Impasses Panel. Using the links below you may also file Complaints with the FLRA's Inspector General electronically. The FLRA intends to expand its eFiling offerings in the coming months to allow parties to electronically file cases with the Office of the General Counsel, and to make electronic requests under the Freedom of Information Act (FOIA).

To get started, identify the type of case that you intend to file with the FLRA and click on the appropriate link below. First-time users of the Case eFiling System will be asked to create an account by registering in the system prior to filing a case. Once your account is approved by the FLRA (normally within one business day), you will receive an email notification and may proceed with filing your case. Please note that a case is not "filed" within the meaning of any regulatory or statutory time limits until all of the relevant case information requested by the system is completed and submitted -- registration in the Case eFiling System alone will not meet any time limits for filing a case. For filers that have an existing account, the Case eFiling System will allow you to proceed directly to filing your case after logging in.

**To file a case using the FLRA's Case eFiling System, click [here](#).** For more information about filing a case using the FLRA's Case eFiling System, click [here](#).

Click the link to enter the FLRA eFiling System.

FLRA

FLRA Case eFiling System

## FLRA Case eFiling System - Home

FLRA Case eFiling System

FULL REPORT | EMAIL ▼ | PRINT | OTHER ▼

Hello

**Welcome to the FLRA Case eFiling System.**

[Not a registered user? Please click here to create a user profile.](#)

[Already a registered user? Please click here to continue.](#)

[Forgot your password? Please click here.](#)

To use the FLRA's eFiling System, you must register and create a User Profile.  
To create a User Profile, click on the [Not a registered user](#) link.

## Representative Information

Your email address is the FLRA Case eFiling System's primary means of communicating with filers. So please enter your valid email address.

Please note that if you already have a profile created with this email address, then you will not be able to create another profile using the same email address.

Your Email (also your username) \*

Repeat Email Address \*



Salutation

First Name \*

MI

Last Name \*

Suffix



Title



First, enter your email address, name, and title. Your email address will be your Username for the FLRA eFiling System.

## Organization Information

### Organization

 ?

### Activity/Local

 ?

### Address \*

 ?

### City \*

### State \*

 ▼

### Zip \*

### Phone \*

 ext. 

### Fax

Please select the FLRA office where you most frequently file cases \*

 ▼ ?

**When you click the Save button, your profile will be created and sent to the FLRA Case eFiling Team for approval. Approval normally happens within one business day. You will be sent an automatic email message that will include your FLRA eFiling password. After your profile has been approved you will be able to begin filing cases using the FLRA Case eFiling system.**

Enter the name of the organization you represent, such as Agency or Union, along with the Activity or Union Local. Then enter your mailing address and phone number.

## Organization Information

### Organization

 ?

### Activity/Local

 ?

### Address \*

 ?

### City \*

### State \*

### Zip \*

### Phone \*

 ext. 

### Fax

### Please select the FLRA office where you most frequently file cases \*

- Authority – Authority-OCIP
- FSIP – Federal Service Impasses Panel
- OCG – Atlanta Regional Office
- OCG – Boston Regional Office
- OCG – Chicago Regional Office
- OCG – Dallas Regional Office
- OCG – Denver Regional Office
- OCG – San Francisco Regional Office
- OCG – Washington Regional Office

?  
Your profile will be created and sent to you. Approval normally happens within 24 hours. An automatic email message will be sent to you once your profile has been approved. After your profile has been approved, you can begin filing cases using the FLRA Case eFiling system.

Please select the FLRA office where you most frequently file cases. For example, if you more often file documents concerning exceptions to arbitration awards, negotiability appeals, exceptions to ALJ decisions in unfair labor practice (ULP) cases, or applications for review in representation cases, then select the Authority. If you most frequently file requests for assistance in resolving bargaining impasses, then select FSIP. And if you most frequently file ULP charges or representation petitions, then select the Office of the General Counsel Regional Office where you usually file your cases. Then click the [Save](#) button.

Welcome to FLRA eFiling

Inbox x



 do\_not\_reply @flra.gov (via QuickBase) notify@quickbase.com  
to me ▾

Jul 12 (9 days ago) ☆



 Images are not displayed. [Display images below](#) - Always display images from notify@quickbase.com

Dear John Smith

This email is sent from an auto-notification system that cannot accept incoming email.

Thank you for creating a Representative Profile in the FLRA Case eFiling System. Your Profile is pending approval. Once it is approved (normally within one business day), you will be able to eFile cases.

The email address (also your username) associated with your Profile is: MrSmith@yoogle.com

Your password is: xyz1234

Additional information about the FLRA and how to file a case, including the [FLRA's Rules and Regulations](#), can be found on the [FLRA's website](#).

If you have any questions, comments, or suggestions concerning the FLRA Case eFiling System, then please email us at [engagetheflra@flra.gov](mailto:engagetheflra@flra.gov).

Next, you will receive an automated email message telling you that your User Profile has been received and is pending approval, which normally happens within one business day. The email message will also contain your FLRA eFiling password, which you will need whenever you use the eFiling System. Once your User Profile is approved, you will receive another automated email advising you that you may now file cases and documents using the FLRA's eFiling System.

FLRA

FLRA Case eFiling System

## FLRA Case eFiling System - Home

FLRA Case eFiling System

FULL REPORT | EMAIL ▼ | PRINT | OTHER ▼

Hello

**Welcome to the FLRA Case eFiling System.**

[Not a registered user? Please click here to create a user profile.](#)

[Already a registered user? Please click here to continue.](#)

[Forgot your password? Please click here.](#)

After your User Profile has been approved, you may begin eFiling cases. To start, click on the [Already a registered user](#) link.

# Welcome to the FLRA Case eFiling System



**Please login to continue**

**User Name** (email address)

**Password**

Not a registered user? Please click [here](#) to create a new profile.

Forgot your password? Please click [here](#).

View the [FAQ](#)

Enter your Username (your email address) and the password you were given in the automated email you received. Then click the [Login](#) button.

[FAQ](#)

[Sign out](#)

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### Quick Links

[FLRA Approval Information](#)

[FSIP Cases Information](#)

[OGC Cases Information](#)

[Authority Cases Information](#)

[Help Requests](#)

[FLRA Requests for Information](#)

[Representative Information](#)

After you log in, you will be taken to your eFiling Home Page, which has features to help you manage your eFiled FLRA cases. Use the [Quick Links](#) section to jump to the various sections of the Home Page.

### FLRA Approval Information

[Back to top](#)

**FLRA Approval Status** Approved

**Your Profile has been approved by FLRA. You may now file cases.**

The FLRA Approval Information section shows whether or not your User Profile is approved.

### FSIP Cases Information

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[Add FSIP Case](#)

| FSIP...             | Filing... | Request... | Can... | Can... | Are... | File... | Created... | Date... |
|---------------------|-----------|------------|--------|--------|--------|---------|------------|---------|
| No FSIP Cases found |           |            |        |        |        |         |            |         |

### FSIP Cases Information (joint filer)

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#### As the Other Filing Representative

| Record...           | Related... | Are... | Request... | Unlock... | File... | ? |
|---------------------|------------|--------|------------|-----------|---------|---|
| No FSIP Cases found |            |        |            |           |         |   |

### OGC Cases Information

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[Add OGC Case](#)

| FULL REPORT   EMAIL ▼   PRINT   OTHER ▼ |                       |                         |           |
|---|-----------------------|-------------------------|-----------|
| OGC eFiling No.                         | Filing Representative | Related Regional Office | Case Type |

To file a case, click on one of the [Add Case](#) buttons. To file a request for assistance involving a negotiation impasse, click the [Add FSIP Case](#) button. To file a ULP charge or representation petition, click the [Add OGC Case](#) button. To file documents involving an arbitration exception, negotiability appeal, exceptions to a ULP decision, or application for review of a representation decision, click the [Add Authority Case](#) button.

## OGC Cases Information

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[Add OGC Case](#)

| FULL REPORT   GRID EDIT   EMAIL ▾   PRINT   OTHER ▾ |                 |  |                         |           |                      |                        |           |                             |                      | Results 1 to 3 (out of 3) |
|---|-----------------|--|-------------------------|-----------|----------------------|------------------------|-----------|-----------------------------|----------------------|---------------------------|
|   | OGC eFiling No. | Filing Representative                                      | Related Regional Office | Case Type | Can serve this case? | Can the case be filed? | Is Filed? | File Attachment Status      | Case Number Assigned | Date Filed ▾              |
| <a href="#">EDIT</a> <a href="#">VIEW</a>           | 25231495        | <a href="mailto:MrSmith@Yoogle.com">MrSmith@Yoogle.com</a> | <a href="#">OGC-BN</a>  | CO        | yes                  | yes                    | yes       | No Attachments              | BN-CO-12-9999        | 07-19-2012                |
| <a href="#">EDIT</a> <a href="#">VIEW</a>           | 5166420         | <a href="mailto:MrSmith@Yoogle.com">MrSmith@Yoogle.com</a> | <a href="#">OGC-CH</a>  | CA        | yes                  | yes                    | yes       | All Attachments are allowed | CH-CA-12-98989       | 07-18-2012                |
| <a href="#">EDIT</a> <a href="#">VIEW</a>           | 414687          | <a href="mailto:MrSmith@Yoogle.com">MrSmith@Yoogle.com</a> | <a href="#">OGC-BN</a>  | CO        | yes                  | no                     | no        | No Attachments              |                      |                           |

After you begin eFiling cases, your cases will be listed as seen above, showing information on the status of your case, the assigned FLRA case number, and, if the case was filed, the filing date.