HOW TO REMOVE DELEGATION ACCESS IN AN APPEAL IN BRB?

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

Appeal Details

Summary

eFile Case Number	
Docket Number	BRB-2
Board	BRB
Case Type	BLA
Claimant Name	
Employer Name	
Appeal Date	03/19/2021
Decision Date	02/22/2021
proSe	FALSE

Submit a New Filing   **Delegate Access**

4. 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

Help ?

Organization: Boards Delegation Testing

Name		Email		
Enter Name		Enter Email		Search

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

5. Remove delegation confirmation will be displayed. Also, the "Remove Delegation" link against members changes to "Delegate".

Organization Members

✓ • Removed Dion John`s delegated access to this appeal.

Organization: Boards Delegation Testing

Name
[Enter Name]

Email
[Enter Email]

[Search]

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