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FLAG has been optimized to work with Google Chrome, Safari, and Mozilla Firefox.
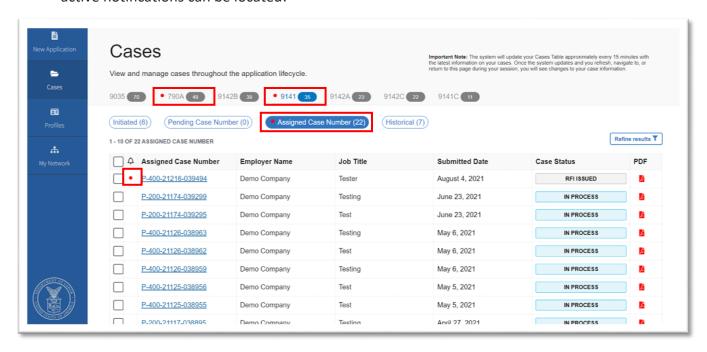
HOW TO USE THE NOTIFICATION CENTER IN FLAG.DOL.GOV

The Notification Center feature provides access to in-application alerts related to key milestones and actions taken on cases in your account/network, such as case decisions being issued, important documents being added to a case or requests for additional information from OFLC.

The Notification Center feature is comprised of three components – visual indicators on the Cases table, a new Notification Center page and the display of case documents on a case's Case Details page.

IDENTIFYING CASES WITH ACTIVE NOTIFICATIONS

1. Log into https://flag.dol.gov.

2. Click "Cases" from the left-hand navigation menu. Any cases you have access to with an active notification will have a red visual indicator next to them. In addition, the associated form type (e.g., 790A, 9141, etc.) and case processing (i.e., Assigned Case Number and Historical) tabs will have a red visual indicator next to them as well to identify where additional cases with active notifications can be located:
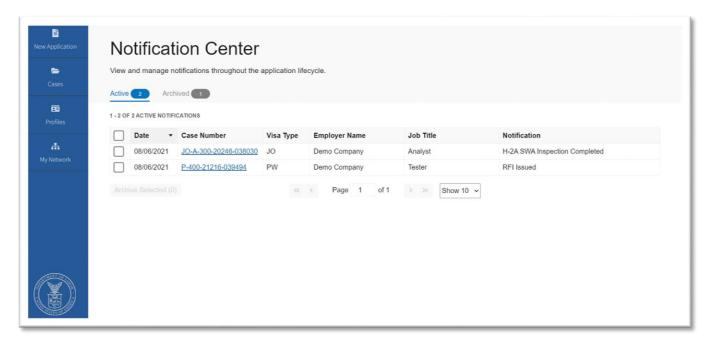

HOW TO ACCESS THE NOTIFICATION CENTER

1. Log into https://flag.dol.gov.

2. Click the bell icon in the top navigation menu. This icon will indicate the number of active alerts for cases you have access to. The count of alerts will increase as additional alert message are added or decrease as active alerts are archived.
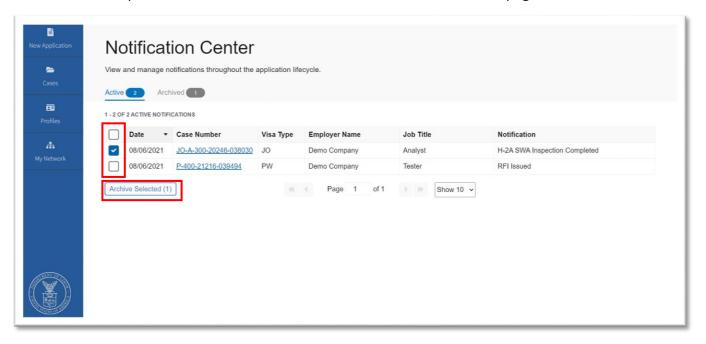
3. The Notification Center lists the current, active notifications along with a few pieces of information about them. From this tab, you can also access the case details page for one of the listed cases as well as the list of Archived notifications.
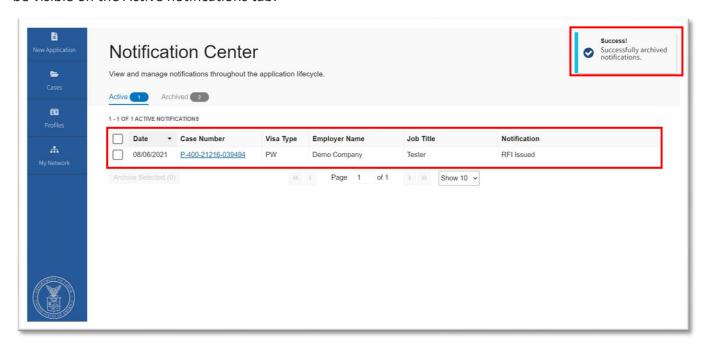
HOW TO ARCHIVE AN ACTIVE NOTIFICATION

1. Log into https://flag.dol.gov.

2. Click the bell icon in the top navigation menu.

3. Select the checkbox next to one or more active alerts, then click "Archive". Note: you can also click the top checkbox to select all active notifications on the current page of alerts.
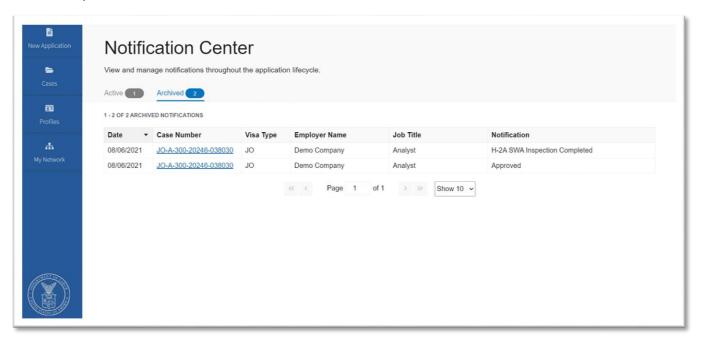

After archiving alerts, you will receive a confirmation message and the selected alerts(s) will no longer be visible on the Active notifications tab:

Accessing the Archived tab, will list the recently archived alerts. In addition, the red alert indicator icons next to the associated case(s) will no longer be shown (unless the case has another, active notification).
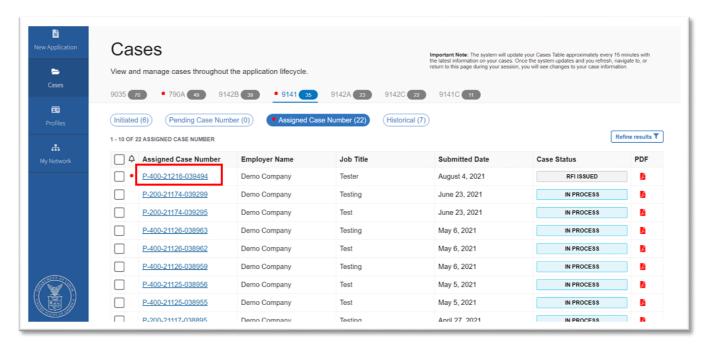

Active alerts will archive automatically 90 days from when they were issued.

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VIEWING A CASE'S DOCUMENTS

1. Log into https://flag.dol.gov.

2. Click the "Cases" tab

3. For one of the cases in the Assigned Case Number or Historical tabs, click the case number link to access the Case Details page. You can also access a case's Case Details page from active and archived alerts listed in the Notification Center.

4. The listing of documents which were submitted with the case, issued by OFC or submitted through a case action will be displayed in a table at the bottom of the Case Details page. In addition, you can download any of the documents listed by clicking the download arrow icon next a document's name.