

English	Simplified Chinese
Welcome to NLRB E-Filing	欢迎使用 NLRB 电子提交服务
What is E-File?	什么是电子提交？
"E-File" is the system for submitting documents electronically pertaining to a case or inquiry pending before the National Labor Relations Board (NLRB). The E-File system is a quick and easy way to file documents with the NLRB.	“电子提交”是以电子形式提交与国家劳工关系委员会（NLRB）某个待决案件或调查相关的文件的系统。电子提交系统是向 NLRB 提交文件的快速简便方法。
Do I need to file multiple copies of documents that I file electronically?	我是否需要提交多份以电子形式提交的文件副本？
There is no need to file multiple copies of documents that you file electronically.	无需提交多份您以电子形式提交的文件副本。
How do I access my previously E-Filed documents?	我该如何查看先前以电子形式提交的文件？
You may access previously E-Filed documents through the <a href="#">My Account Portal (MAP)</a> for 90 days from date of E-Filing.	您可在以电子形式提交文件后的 90 天内通过“ <a href="#">我的账户门户 (My Account Portal, MAP)</a> ”查看先前以电子形式提交的文件。
I am a returning E-File user. Do I need to fill in Contact Information each time?	我是电子提交系统的回访用户。我是否每次都需要填写联系信息？
No. Existing E-File users can “ <b>Sign In</b> ” to have access to previously entered Contact Information without having to reenter it.	不需要。现有的电子提交系统用户可“ <b>登入</b> ”以便在无需重新输入的情况下查看先前已输入的联系信息。
Where can I read the E-Filing rules?	我可以在哪里找到电子提交规定？
The <a href="#">E-Filing terms are available here</a> . The E-Filing terms are also displayed each time you access the E-Filing system.	您可 <a href="#">在此找到电子提交条款</a> 。此外，在您每次进入电子提交系统时，电子提交条款将显示。
What documents can I E-File?	我可以以电子形式提交哪些文件？
Most documents can be filed with the NLRB using the E-Filing system, including Charges and Petitions. The full terms and rules are available ( <a href="#">click here</a> ).	大多数文件可通过电子提交系统提交给 NLRB，包括指控与请愿书。全部条款及规定可在此找到（ <a href="#">点击这里</a> ）。
For consolidated cases, do I need to E-File my document separately under each case number?	关于合并案件，我是否需要在每个案件编号下以电子形式分开提交文件？
No, the document should be E-Filed solely under the lead (i.e., lowest) case number.	不需要。文件应在主导（即最低）案件编号下以电子形式提交。
Is technical assistance available after business hours?	是否在营业时间后提供技术援助？
Agency personnel are not available after the close of regular business hours to assist parties with E-Filing. If you have difficulty after hours, you may try using a different computer. Temporarily removing pop-up blockers and changing your spam filter to allow receipt of messages from nlr.gov may expedite receiving a notification that your E-Filing has been received. A technical failure by the Agency's E-Filing system may excuse a late filing, but end user problems will not. If end user problems cannot be corrected	机构工作人员不会在正常营业时间结束后协助当事人以电子形式提交文件。如果您在营业时间后面临难题，您可尝试使用其它电脑。临时取消弹出窗口拦截器并更改您的垃圾过滤器以方便您收到 nlr.gov 的消息。这样有可能加快接收您以电子形式提交的文件已被收到的通知。机构电子提交系统出现的技术问题可作为迟交的理由，但终端用户造成的问题则不可以。如果终端用户造成的问题无法在电子提交

<p>before the 11:59 p.m. E-Filing deadline, the subsequent late filing will not be excused. Examples of end use problems include trouble with the telephone lines, the user's internet service provider, hardware, software, users failing to understand or follow E-Filing instructions, or rejection of the transmission because the document contains a virus.</p>	<p>截止时间晚上 11:59 前解决, 那么随后发生的迟交情况则不会被接受。终端用户造成的问题案例包括电话线问题、用户网络服务提供方问题、硬件或软件问题、用户没有明白或遵循电子提交指示、因文件带病毒拒绝传输等。</p>
<p>What is the deadline for E-Filing? Can I request an extension?</p>	<p>什么是电子提交截止时间? 我是否可申请延期?</p>
<p>E-Filed documents must be filed using the Agency's website before midnight in the time zone of the receiving office. Requests for extension of time are made by completing an online form. You can request an extension of time through the NLRB's E-Filing System by clicking <a href="#">here</a>. Please note that successful submission of a request for an extension of time through the Agency's E-Filing system does not mean that your request has been granted. The office receiving the request will contact you directly to confirm whether the request has been granted or denied.</p>	<p>以电子形式提交的文件必须通过机构网站在受理办公室所在时区午夜前提交。延期申请可通过填写一份在线表格提出。您可点击<a href="#">这里</a>, 通过 NLRB 的电子提交系统提出延期申请。需注意的是, 通过本机构的电子提交系统成功提交延期申请并不意味着您的请求已获准。收到申请的办公室将直接与您联系以确定您的申请是否获准。</p>
<p>What if I have a question not on this list?</p>	<p>如果我的问题没有出现在此列表上该怎么办?</p>
<p>You may send questions not addressed here to <a href="mailto:webteam@nlrb.gov">webteam@nlrb.gov</a>.</p>	<p>您可将没有在此列出的问题发送给 <a href="mailto:webteam@nlrb.gov">webteam@nlrb.gov</a>。</p>
<p>What if I receive more than one Account Number?</p>	<p>如果我收到一个以上账号该怎么办?</p>
<p>If you receive more than one Account Number, you should add those to your online My Account Portal profile as well. In your Profile, enter the additional account number in the "Add Accounts and Addresses" box and then select the Add button. The page will refresh with the additional account information.</p>	<p>如果您收到一个以上账号, 您应把这些账号添加到在线的“我的账户门户”资料中。在您的资料里, 请在“添加账户和地址 (Add Accounts and Addresses)”一栏输入补充账号, 然后选择添加键。该页面将刷新以显示补充账户信息。</p>
<p>What is E-Service?</p>	<p>什么是电子服务 (E-Service)?</p>
<p>"E-Service" is the electronic service of Board and ALJ decisions and orders on parties. Parties who register for E-Service will receive, immediately upon posting of the Board's daily E-Docket on its website, an e-mail constituting formal notice of the Board's or Judge's decision and an electronic link to the decision. E-Service notifications will be sent at the close of the business day from NLRB headquarters in Washington, D.C. (5:00 p.m. Eastern Time). Board and ALJ</p>	<p>“电子服务”是针对委员会和 ALJ 对当事人所做决定和命令提供的电子服务。注册电子服务的当事人将在委员会网站发布每日电子档案后马上收到一封电子邮件, 内含委员会或法官决定的正式通知以及该决定的电子链接。电子服务通知将由 NLRB 位于华盛顿哥伦比亚特区 (Washington, D.C.) 的总部在工作日结束时 (东部时间傍晚 5:00) 送出。委员会和 ALJ 决定不会被邮寄给注册电子服务的当事人。</p>
	<p>如果某个案件的文件以电子形式提交, NLRB 将出于礼貌向该案件中注册收到委员会和 ALJ 决定电子服务的其它当事人发出一份电子邮件通</p>

<p>decisions will not be mailed to parties who sign up for E-Service.</p> <p>When documents are electronically-filed in a case, the NLRB sends a courtesy e-mail notification to other parties in the case who have registered to receive electronic service of Board and ALJ Decisions. The e-mail provides a link to the documents as a courtesy notification only; <b>it does not constitute service of the document by the filing party pursuant to Board Rules &amp; Regulations Sections 102.114(a) or 102.114(i).</b> In addition, this e-mail indicates only that the document has been E-Filed with the Agency. It does not constitute a determination that the document has been accepted by the Agency as meeting the requirements for filing. In the event the document being E-Filed is required to be served on another party to a proceeding, the other party must be served by e-mail, if possible. If the other party does not have the ability to receive electronic service, that party must be notified by telephone of the substance of the transmitted document and a copy of the document must be served by personal service no later than the next day, by overnight delivery service, or, with the permission of the party receiving the document, by facsimile transmission. See Sec. 102.114(a) and (i) of the Board's Rules and Regulations.</p> <p>If you have not registered for E-Service, and wish to do so, you should log into the NLRB My Account Portal and select the checkbox that says "I consent to accept formal service of documents electronically from the NLRB." See the FAQ "How do I sign in to the NLRB My Account Portal?" for information regarding logging into My Account.</p>	<p>知。仅出于礼貌目的，该电子邮件提供文件链接；这并不构成提交方按照《委员会规章制度》(Board Rules &amp; Regulations) 第 102.114(a) 或 102.114(i) 节规定做出的文件送达。另外，该电子邮件仅指出文件已通过电子形式向本机构提交。这并不意味着本机构因满足提交要求而已接受该文件。如果电子提交的文件必须送达给诉讼另一方，那么该文件必须通过电子邮件送达给另一方（如果可能的话）。如果另一方无法收到电子服务，那么其必须通过电话收到所传送文件的实质内容，且文件副本必须通过面交送到方式（最晚于次日）、隔夜送达服务或在接收文件一方许可的情况下以传真传输方式送达。请查看《委员会规章制度》第 102.114(a) 和 (i) 节规定。</p> <p>如果您没有注册电子服务但希望注册电子服务，您应登入 NLRB 的“我的账户门户”，选择“我同意以电子形式从 NLRB 接受正式文件送达”复选框。请查看“常见问题解答”中“我如何登入 NLRB 的‘我的账户门户’？”部分以了解有关登入“我的账户”的信息。</p>
<p>What is login.gov?</p>	<p>什么是 login.gov?</p>
<p>login.gov is a service that offers secure and private online access to government programs and websites. With a login.gov account, you can sign into multiple government websites, including the</p>	<p>login.gov 是方便以私人形式安全访问政府项目和网站的服务。如果您设有 login.gov 账户，您可以使用相同的电子邮件地址与密码登入多个政府网站，包括 NLRB 公共网站。</p>

NLRB public website, with the same email address and password.	
Why is NLRB using login.gov?	NLRB 为什么使用 login.gov 服务?
login.gov uses two-factor authentication, and stronger passwords, that meet <a href="#">National Institute of Standards of Technology</a> requirements for secure validation and verification. By using login.gov, you'll get an extra layer of security to help protect your My Account profile against password compromises.	login.gov 采用符合 <a href="#">国家标准与技术研究院 (National Institute of Standards of Technology)</a> 要求的双因素身份认证技术以及更为强大的密码来保证安全身份验证。通过使用 login.gov, 您将获得额外的安全保证以防止您的“我的账户”资料密码被盗。
How do I sign in to the NLRB My Account Portal?	我该如何登入 NLRB 的“我的账户门户”?
<p>To sign-in to the NLRB My Account Portal you must have a login.gov account. If you do not already have a login.gov account, you must create one. This is a one-time step. For help in creating a new login.gov account click <a href="#">here</a> for more information.</p> <p>After providing your login.gov credentials you will be asked to enter an Account Number and the email address associated with the Account. This information is available in the email notification you received after you submitted a charge/petition or at the time that you e-filed documents in support of your charge/petition.</p> <p>You will need to use your login.gov email address, password and the one-time security code every time you want to sign into the My Account Portal.</p>	<p>如需登入 NLRB 的“我的账户门户”，您必须已具备 login.gov 账户。如果您还没有 login.gov 账户，那么您必须设立一个 login.gov 账户。这是一次性步骤。如需帮助建立新的 login.gov 账户，请点击<a href="#">这里</a>以了解更多信息。</p> <p>在提供您的 login.gov 凭证信息后，您将被要求输入您的账号以及与您的账户相连的电子信箱。这些信息可在您提交指控/请愿书后或您在以电子形式提交支持指控/请愿书的文件时收到的电子邮件通知中找到。</p> <p>在每次登入“我的账户门户”时，您将需要使用您的 login.gov 电子邮件地址、密码以及一次性安全代码。</p>
What if I already have a login.gov account?	如果我已经设有 login.gov 账户该怎么办?
If you already have a login.gov account, you do not need to create a second one. Use your existing login.gov email address and password, plus the one-time security code to sign into the NLRB My Account Portal.	如果您已经设有 login.gov 账户，那么您无需另外设立一个 login.gov 账户。请使用您现有的 login.gov 电子邮件地址和密码以及一次性安全代码以登入 NLRB 的“我的账户门户”。
Can I share a login.gov account with another person?	我是否可以跟他人分享我的 login.gov 账户?
No. Each person needs his/her own login.gov account. Each person must set up his/her own login.gov account, with their own email address (not an email that you share with someone else).	不可以。每个人都需要自己的 login.gov 账户。每个人必须设置自己的 login.gov 账户，使用自己的电子邮件地址（而不是您与他人共用的电子信箱）。
Which email address should I use to create a login.gov account?	我应使用哪个电子邮件地址来设立 login.gov 账户?

You can use any email address to create your login.gov account. However, we suggest you use the email address you plan to use when corresponding with the NLRB.

您可以使用任何电子邮件地址来设立您的 login.gov 账户。但是，我们建议您使用您打算用来与 NLRB 沟通的电子邮件地址。