



Policy Governing Electronic Signatures Submitted using e-Appeal

All pleadings submitted using e-Appeal must comply with the Board's regulations at 5 C.F.R. § 1201.14. Pursuant to 5 C.F.R. § 1201.14(j), electronic documents filed by an e-filer "shall be deemed to be signed by the e-filer for purposes of any regulation in part 1201, 1203, 1208, or 1209 of this chapter that requires a signature." This also applies to affidavits and declarations made under penalty of perjury that are filed by an e-filer when the e-filer is the declarant. See 5 C.F.R. § 1201.14(k).

If the declarant is someone other than the e-filer, a signed affidavit or declaration should be uploaded as an image file or with an acceptable electronic signature. *Id.* Similarly, a designation of representative must have an acceptable electronic signature from the appellant if the e-filer is an individual other than the appellant.

An acceptable electronic signature is either (1) the printed name of the individual preceded by the mark "/s/" entered on the signature line or (2) an electronic signature from a commercial provider that complies with the E-SIGN Act, 15 U.S.C. § 7001, *et seq.* The E-SIGN Act defines an electronic signature as "an electronic sound, symbol, or process, attached to or logically associated with a contract or other record and executed or adopted by a person with the intent to sign the record." 15 U.S.C. § 7006(5).

For more information regarding e-Appeal, please refer to the "e-Appeal General User Guide" available at the [MSPB e-Appeal Information Hub](#).

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