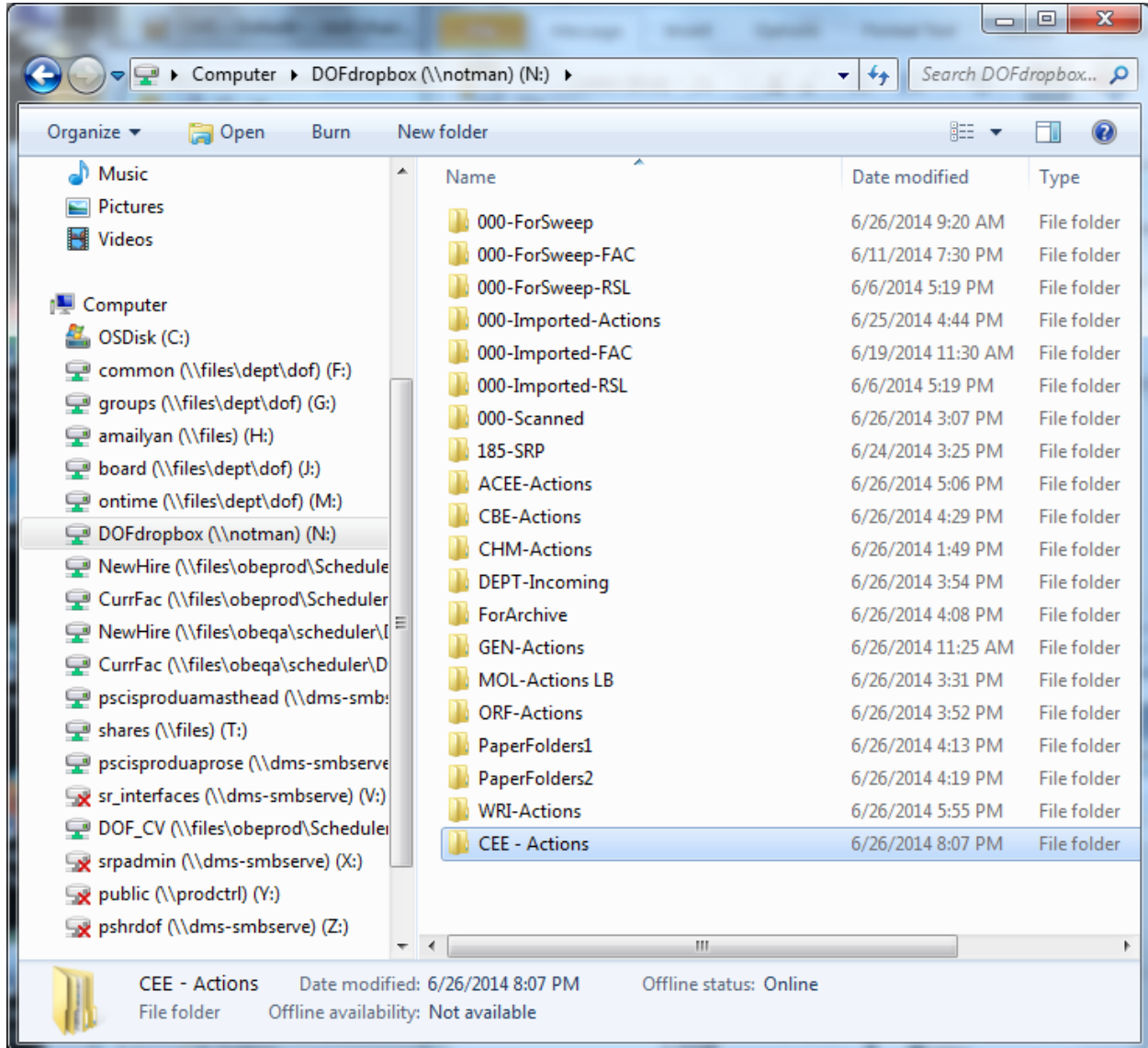
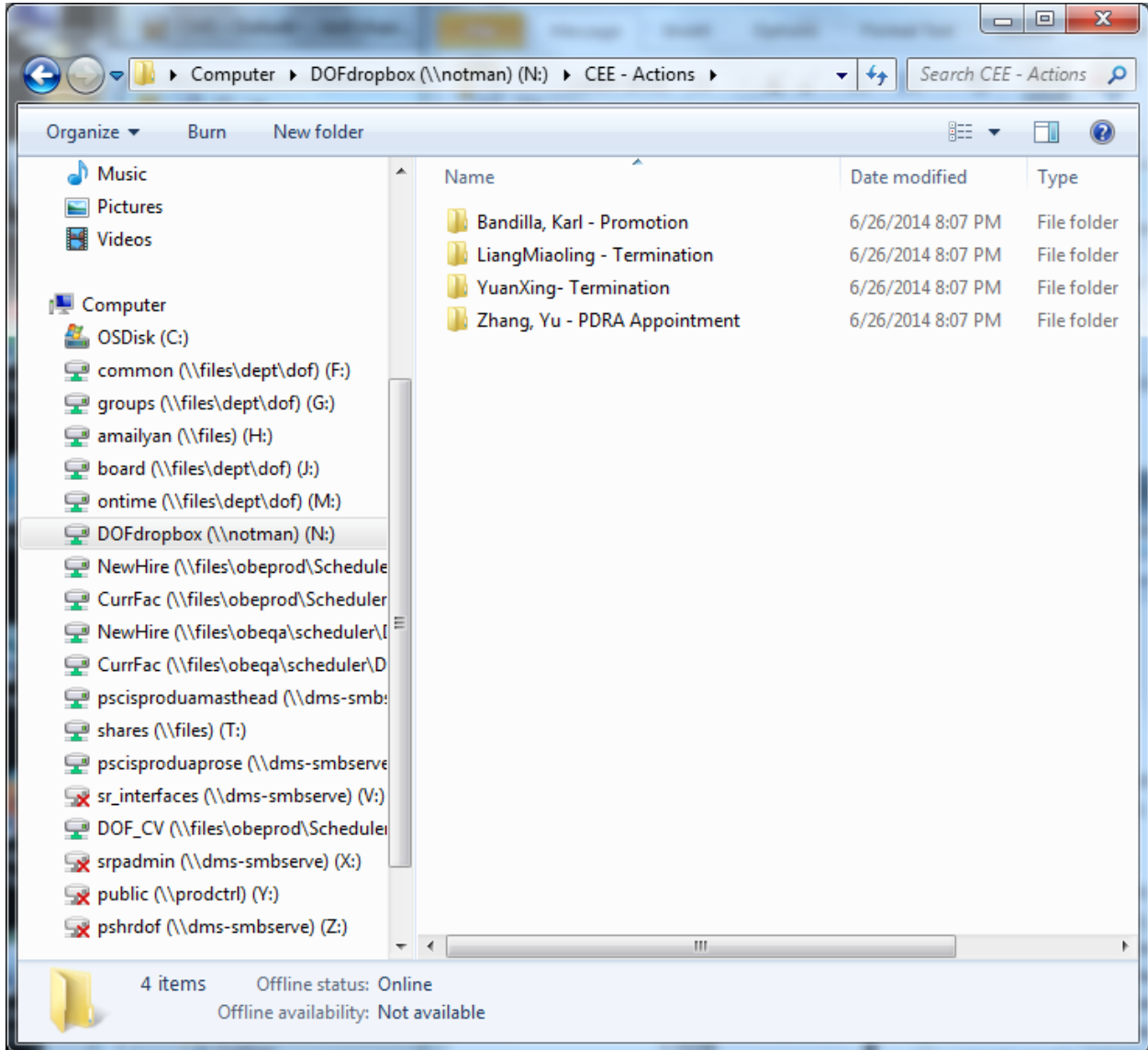


## Example Submission to DOFdropbox

CEE department submitted actions for DOF approval. Folder is named CEE-Actions. It is dropped in main DOFdropbox folder.

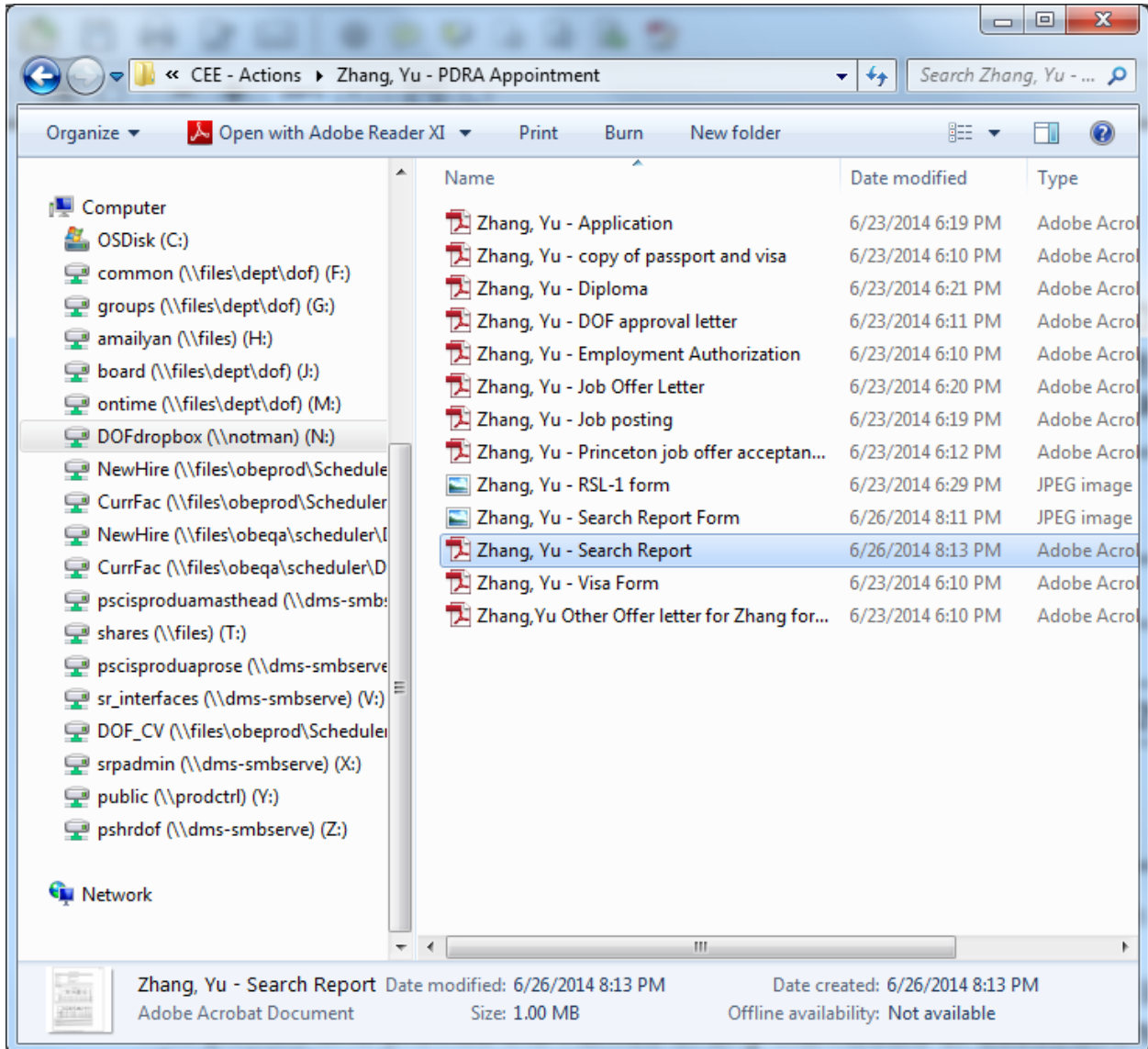


Several actions are inside of CEE-actions folder . Every folder has name of the person and action.



All documents required for appointment and search report are inside of appointment folder.  
Appointment form and search form are JPEG images, all other required documents are pdf files.

Files have meaningful names.



DEPT-Incoming folder has personal folders where DOF will drop documents for them when necessary.

