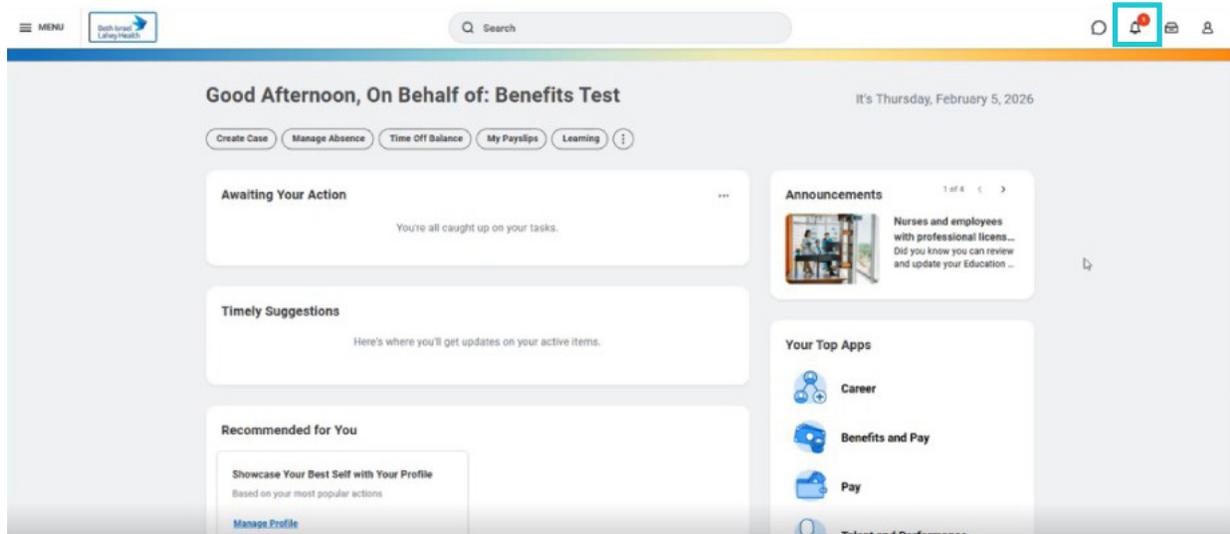
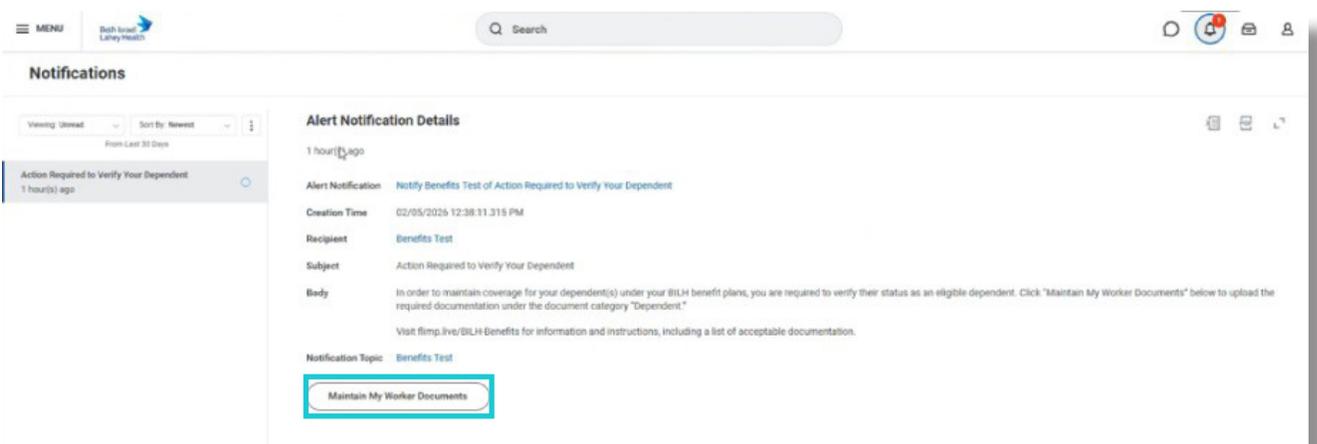


## Chaje Dokiman Verifikasyon Depandan nan Workday

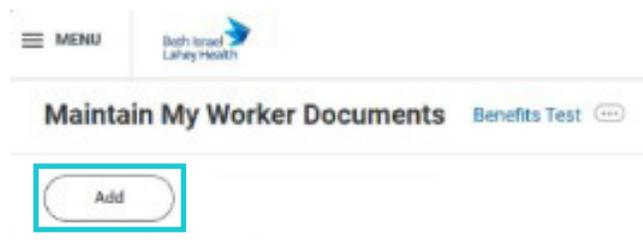
- 1 Yon fwa fenèt verifikasyon depandan an louvri, w ap wè yon **Alèt notifikasyon klòch** nan kont Workday ou a. Sa a pral gide ou nan pwosesis pou soumèt dokiman yo.



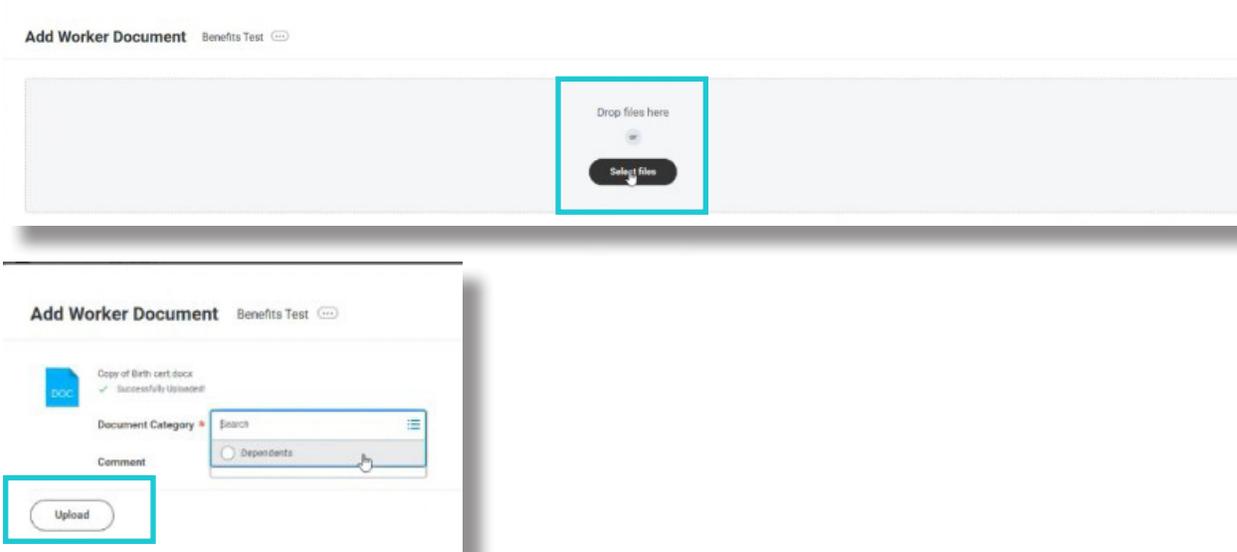
- 2 Klike sou bouton an **"Maintain My Worker Documents"** nan alèt la. Sa ap mennen ou kote ou ka telechaje dokiman ou yo.



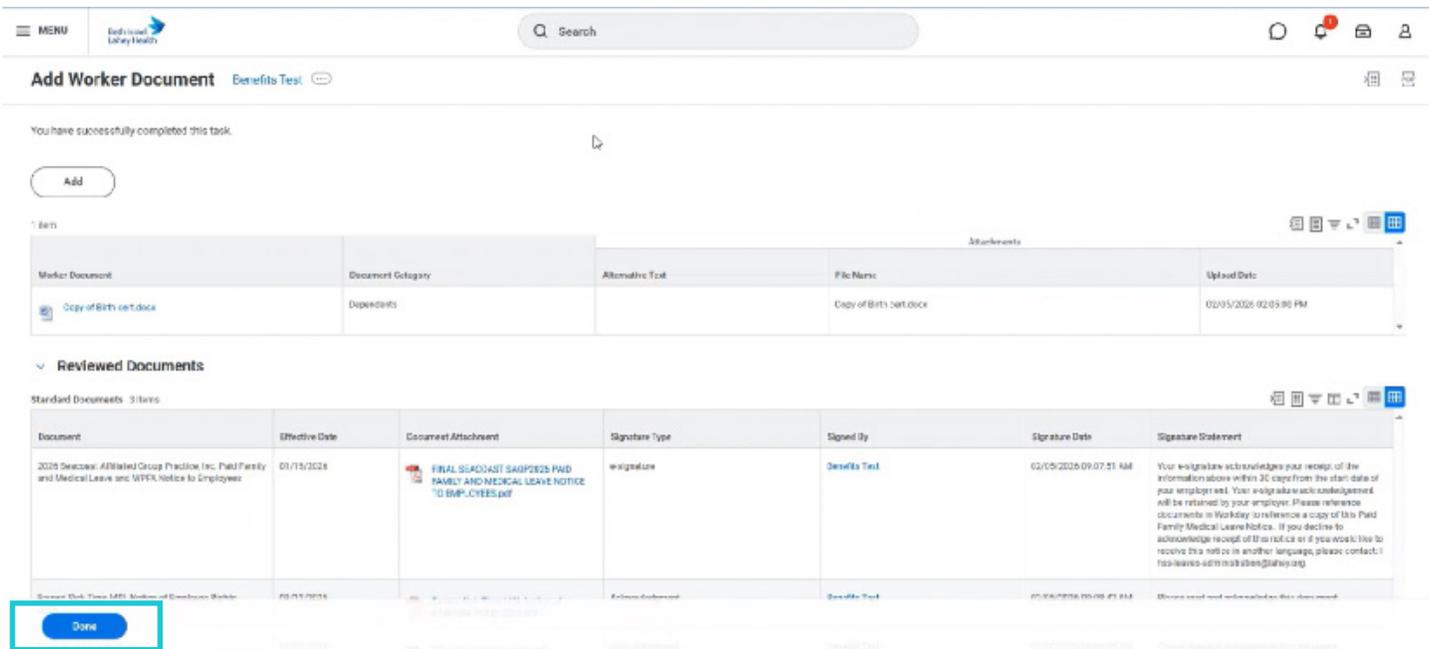
- 3 Klike **"Add"** anwo agoch.



- Depoze oswa chwazi yon fichye pou telechaje epi peze **"OK"**. Apre sa, chwazi **"Document Category."** Sa a ta dwe toujou chwazi kòm **"Dependents."** Lapwès **"OK"** si gen plis dokiman ki bezwen telechaje, epi klike sou **"Upload"** bouton.



- Kounye a ke dokiman an fin telechaje, peze **"Done"** anba a.

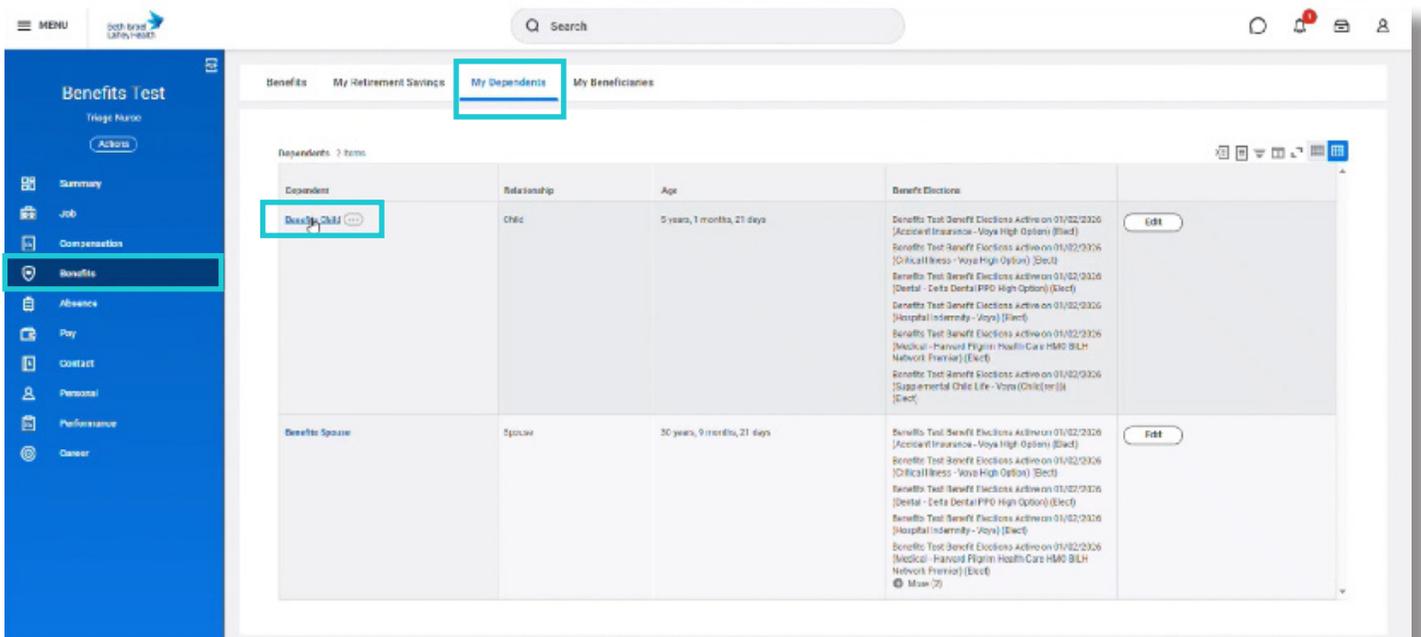


# Tcheke estati verifikasyon depandan ou yo nan Workday

1 Nan Workday, navige nan Pwofil ou, epi klike sou tab Avantaj yo sou bò gòch la.

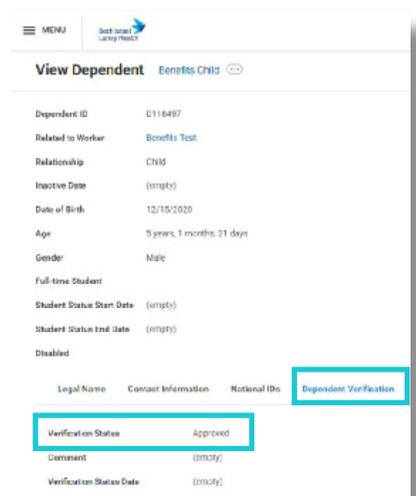
A. Klike sou **"My Dependents"** Tab ki anlè ekran an.

B. Klike sou non depandan an pou w revize estati li.



2 Yon fwa pwofil depandan sa a parèt, ou vle jwenn **"Dependent Verification"** tab ki anba a (sa a se dènye tab la, ki make bò kote **"National Ids"**).

Aprè ou fin klike sou **"Dependent Verification"** tab, estati verifikasyon an **"Approved"**, **"Denied"** oswa **"Pending"** ap parèt.



**NÒT:** Si pa gen onklet Verifikasyon Depandan, sipoze depandan ou a pa verifye, oswa ou pa gen okenn depandan ki bezwen verifikasyon.