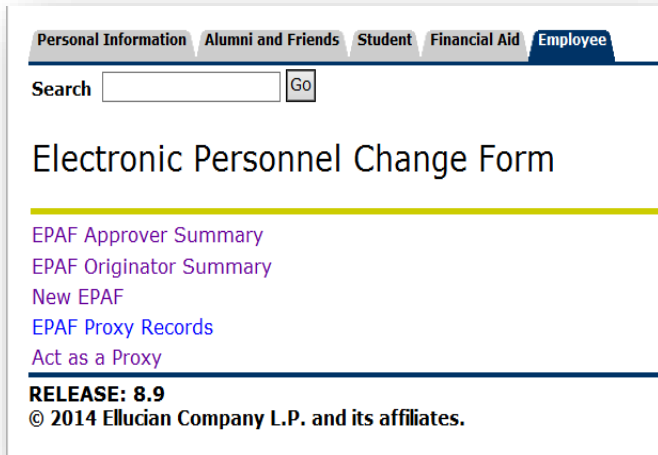


# Default Routing Queue

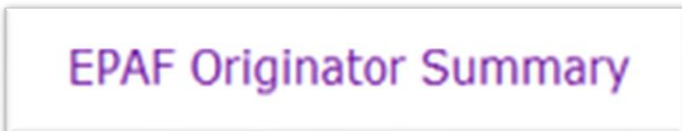
ON ANY EPCF

Log into UIS → Employee Tab → EPCF Main Menu

The default routing queue allows you to set up the approvers/applier for each EPCF as a recurrence and only needs to set it up once.



1. Click on **EPAF Originator Summary**



2. Click on **Default Routing Queue**

