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## Anonimization of Users

This functionality is created as part of the process of adhering to the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 (General Data Protection Regulation).

It is now possible to permanently delete Users from Leon.

## The process is as follow:

- 1. Go to Settings > Users
- 2. Edit a User you wish to permanently delete
- 3. Mark User as Deleted by unticking both checkboxes in 'Account restrictions' section of the Profile: 'Can log into Leon' and 'Active'. Click 'Update' button
- 4. Edit the same User again. Click on .....which is located at the bottom of Edit User page
- 5. You should get a pop-up window with the following message: **'Do you want to permanently delete & anonymize data for this contact? This action is irreversible!'**. Clicking 'OK' will permanently delete the User data

## Once the User has been deleted the following areas will be affected:

- User Profile will be permanently deleted from both Settings > Users and the Phonebook
- If User was assigned to any operation (Flight, Positioning, Office), instead of User Code, there
  will be a letter -D- and in the Tab CREW you will see Permanently Deleted instead of a Name
- Deleted User will show as **-D-** in the reports that show Flights with this Crew Assigned, for example Custom Flights List Report

Anonimizing a User is permanent and irreversible. It cannot be reverted.

