

About business portfolio and business asset permissions

About business portfolio and business asset permissions

A [business portfolio](#) allows organizations to bring together Facebook Pages, Instagram accounts and other business assets so they can manage them in one place. It also allows them to manage the access and permissions of people who work on these assets.

In Meta Business Suite, there are 2 levels of access: full control and partial access. These levels apply to both business portfolios and business assets in a portfolio, such as Facebook Pages, Instagram accounts and ad accounts.

- **Full control:** This is the highest level of access people can have.
- **Partial access:** People's permissions are limited to working only on the assets or tasks they've been assigned.

Giving people only the permissions they need to do their work helps keep business portfolios and business assets more [secure](#). You can [change someone's permissions](#) for a business portfolio or business asset at any time.

For detailed descriptions of what having full control of or partial access to a portfolio or asset entails, refer to the sections below.

Business portfolio permissions

People in your business portfolio can have full control or partial access. They can also be assigned advanced options for finance access.

Full control

People with full control (formerly the business admin role) can manage everything in the business portfolio. This includes settings, people, tools and business assets. They can claim or remove assets or people from the portfolio, manage access to shared assets and see all the assets in the portfolio. They can also delete the business portfolio and assign themselves an advanced option (advanced options aren't included by default).

People with full control can be automatically assigned access to any business asset in the portfolio to allow them to complete a task, such as publishing an ad or updating payment information.

Partial access

- **Basic:** People with basic access (formerly the employee role) can work only on the business assets they're assigned. This is the default access given when people are added to a business portfolio. People with basic access can view which people have full control of the business portfolio.
- **Apps and integrations:** People with apps and integrations permissions (formerly the developer role) can set up the Conversions API, monitor events, edit applications and create access tokens.

Advanced options

People can be given finance access in addition to their full control or partial access permissions.

People with finance access can either view or manage financial information for the business portfolio, such as transactions, invoices, account spend and payment methods.

Temporary access

You can choose to give people temporary access when adding them to a business portfolio.

Temporary access provides only basic access for a minimum of 3 days and a maximum of 75 days. Permissions will be automatically revoked when the access expires and the person will be removed from the business portfolio and any assigned business assets.

Business asset permissions

People can have full control of or partial access to a business asset. **Note:** They can have full control of a business asset without having full control of the business portfolio.

[Learn more about business assets and their permissions.](#)

Full control

People with full control of a business asset have all permissions available for that asset, including the ability to delete it. They can manage the access of people who are already assigned to the asset. And for certain assets (Pages, Instagram profiles, WhatsApp accounts, commerce accounts and catalogs), they can give access to people already in the portfolio, even without full control of the portfolio.

Note: People with [full control of a Page \(business tools and Facebook\)](#) can manage Page access through the business portfolio in Meta Business Suite and also [switch into the Page](#) to [manage access](#) on Facebook.

Partial access

People with partial access can complete specific tasks they've been assigned to work on, such as creating content, managing ads and responding to messages. You can assign or remove their permissions as needed.

Note: If you work for a [partner business](#) and have partial access to a shared asset, then you can only assign permissions for the specific tasks your business was assigned to people in your organization's business portfolio.

Learn more

- [Add people to a business portfolio and assign a business asset](#)
- [Assign business assets to people in your business portfolio](#)
- [Change a person's permissions for a business portfolio or business asset](#)
- [Remove people from a business portfolio](#)
- [Connect or disconnect your Instagram account and Facebook Page](#)

Common support topics

[About advertising restrictions](#)

Business Help Center

[Troubleshoot a disabled or restricted account](#)

Business Help Center

[About Meta Business Support Home](#)

Business Help Center

[Fix a failed payment issue on Meta](#)

Business Help Center

Updated 2026-04-13 20:00:38 UTC by New Admin