

Change a person's permissions for a business portfolio or business asset in Meta Business Suite

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You can edit the [permissions](#) that people have to a business portfolio or business asset (examples: Facebook Page, Instagram account, ad account), provided you have [full control](#) of the business portfolio.

You can't edit people's permissions in Meta Business Suite if you have full control of a business asset but not the business portfolio.

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

Before you begin

- You have [full control](#) of the business portfolio.
 - Learn how to [submit a request to get full control of a business portfolio](#) if no one in your organization currently has full control of the business portfolio.
- The person whose permissions you want to change (for either the business portfolio or the business asset) must be [in the business portfolio](#).

Edit someone's permissions for a business portfolio or business asset

To change a person's permissions for a business portfolio in Meta Business Suite:

1. Go to [Settings](#) in Meta Business Suite for your business portfolio.
2. Click **People** in the left menu.
 - If you cannot see **People**, then you may not have full control of the business portfolio.
3. Click the name of the person whose permissions you want to change.
4. From here, you can:
 - Click **Manage** in the **Business portfolio access** section, make changes to the person's permissions, then click **Save**.
 - Click **Remove**, then confirm you want to remove the person from the business portfolio.
 - Click **Manage** to the right of the business asset you want to change the person's permissions for. Then, you can either make changes and click **Save**, or click **Remove access** and confirm you want to remove this person from the business asset.

You can also edit someone's permissions to a business asset in the **Accounts** section in the left menu of [Settings](#).

Note: If a partner (example: an agency you work with) [shares a business asset](#) with your organization, then you're limited to the specific permissions that your partner assigned. This may prevent you from giving someone full control of that particular business asset.

Learn more

- [About business portfolio and business asset permissions](#)
- [Add people to a business portfolio and assign business assets in Meta Business Suite](#)
- [Add partners to your business portfolio](#)



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