

# Offboarding for Apple Users



When you leave the organisation, it's important that you remove any company data from your phone.

Here's how to offboard your device:



**1**

Open and sign into Company Portal app

**2**

Tap **'Devices'** and tap the three dots under the device name

**3**

Tap **'Remove Device'** and tap **'Remove'** to confirm

**4**

Remove the app by holding down the company portal app and tapping **'Delete App'**

**5**

Remove any configuration profiles by going to **'Settings'** → **'General'**

**6**

Tap **'Profiles'** or **'Profiles & Device Management'**  
*(If you don't see these options, skip this step)*

**7**

Tap the apps configuration profile and tap **'Delete Profile'**

**8**

All links to Endeavour Foundation and corporate data has now been removed.

