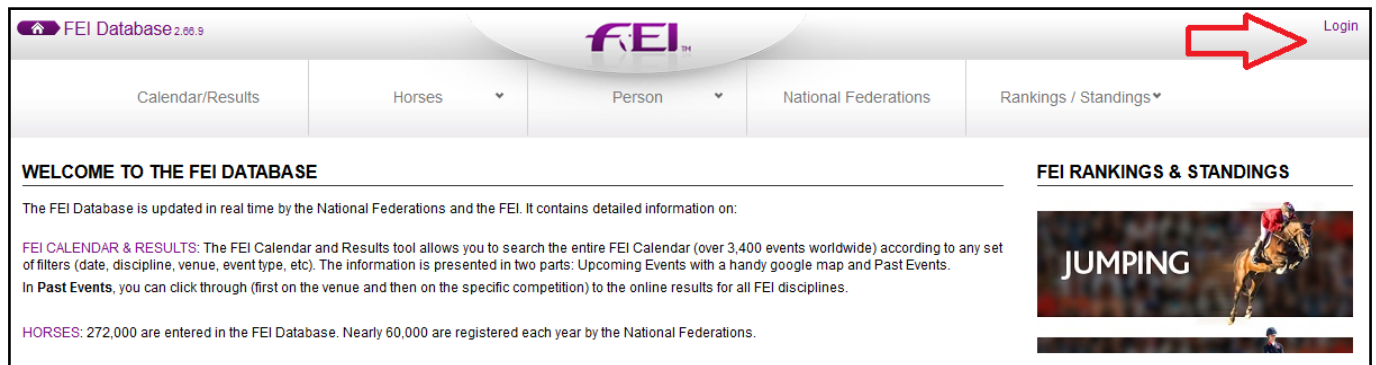# NF Members and Employees

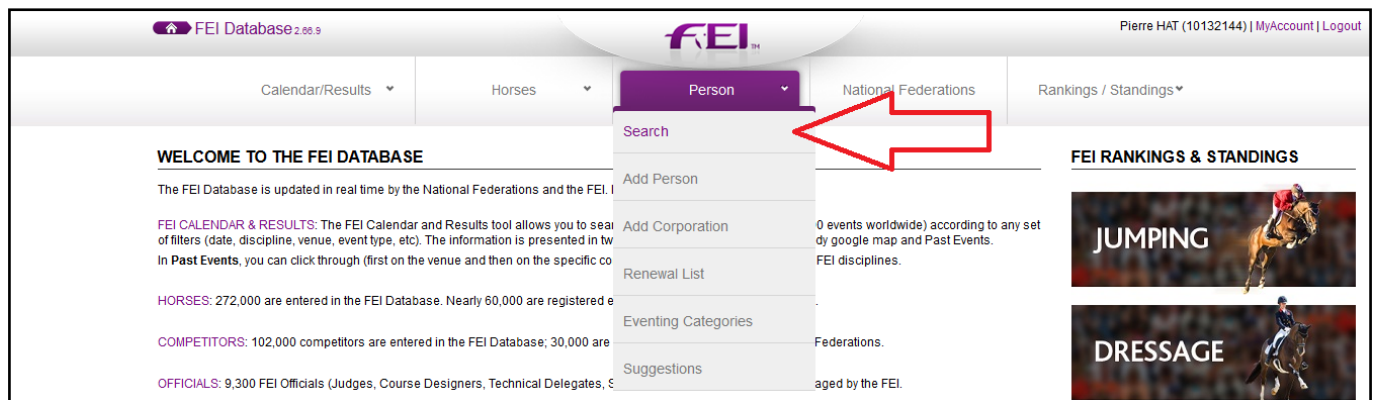# How to edit a NF Member on the FEI Database

You need to edit some information about a NF Member on the FEI Database?

You need to update their access or NF function?

Step 1: Go to the FEI Database (https://data.fei.org) and login with your FEI ID number and password.

Step 2: Go to the **Person** menu and click on **Search**, you can search by name or FEI ID number

Step 3: Once you have found the relevant person, you can click on **detail** to open their profile

Step 4: You can update the **Main** details, or information such as their postal address or languages spoken.

NF Members and Employees

To edit the access of a NF Member please click here to see [How to grant access to NF Members on the FEI Database](#)

If your NF Member no longer works, or is no longer involved with your Federation, please click here to see **[How to deactivate a NF Member profile when they are no longer working for your National Federation](#)**

Unique solution ID: #1026
Author:
Last update: 2020-11-18 12:47