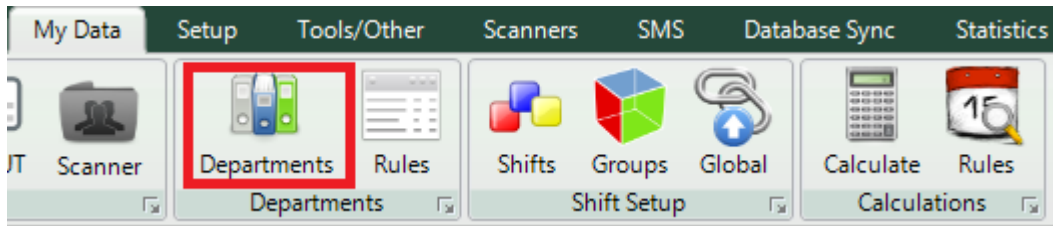


## Deleting a department in Nako

In Nako navigate to the “my data” tab and click on the department tab.



On the next page choose the department on the left hand side which you want to delete.



Next you can click on the “delete department” button on the right bottom corner.

Delete Department

Your department should now be deleted.

Please take note that a department cannot be deleted if there are any employees linked to the department. You will first have to move all the users out of the department before deleting it.