

LEADS Daily Briefing
for October 9, 2019

LEADS 2000 User Registry - Trainee

If a new employee is still in training, has not yet completed LEADS Certification, and does not yet have an SID number, that person may still be entered into the LEADS 2000 User Registry under the title of "Trainee". This will allow the person to have access to LEADS during his training period. However, the User Registry account must be updated with the individual's SID number within 30 days or the person's LEADS 2000 account will be revoked. Certification information must be added within six months or the person's LEADS 2000 account will be revoked.

See the LEADS 2000 User Registry Manual, which may be accessed via [LEADS 2000 LEADS InformationRegistry Manual User Registry](#).

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