How to disable Secure Release for a specific user or Department

With **secure release**, jobs only print once the user logs in at the printer. This keeps documents confidential, stops them getting mixed up in the output tray, and saves the paper of jobs nobody collects. For some users, though, it gets in the way: for example a user who sits next to their printer, or who prints large volumes.

You can turn secure release off for those users only. Note that:

- their jobs then print straight away at **every** printer, not only the one next to them;
- they cannot use Follow Me printing: their jobs always print at the printer they were sent to.

For one user, or several

1. Open Resource Manager.
2. In the tree, click **User Management** > **Users**, and double-click the user (or select several and edit them together).
3. Click the **Advanced** tab.
4. Under **Secure Document Release Override**, tick **Override the device setting and always release jobs immediately**.
5. Click **OK**.

For a department

Set on a department, this applies to users added to the department later.

1. In the tree, click **User Management** > **Departments**, and double-click the department (or select several).
2. Click the **Member default settings** tab, then the **Advanced** tab.
3. Under **Secure Document Release Override**, tick **Override the device setting and always release jobs immediately**.
4. To apply it to the department's current members as well, click **Go** at the bottom of the tab.
5. Click **OK**.

PDServers and PDAgents pick up the change at their next settings refresh, within 10 minutes. To apply it straight away, click **PD Servers** in the tree, right-click a PDServer and click **Select All**, then right-click again, point to **Send command**, and click **Refresh all connected PDAgents**.

Related articles

- *How to disable Secure Release on a printer*
- *How to manually create a Department*

Print Director version at time of publish: 2.5.15.3. Publish date: 09/11/2026.