

99080119006000

Ausbildungsbetriebe für technisches Personal Genehmigung

Heruntergeladen am 16.06.2025

<https://fimpportal.de/xzufi-services/105369326/B100019>

Modul	Sachverhalt
Leistungsschlüssel	99080119006000
Leistungsbezeichnung I	Ausbildungsbetriebe für technisches Personal Genehmigung
Leistungsbezeichnung II	Apply for approval for the training of aeronautical personnel
Typisierung	1 - Bund: Regelung und Vollzug
Quellredaktion	Bund
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	
Verrichtungskennung	Genehmigung (6)
SDG-Informationsbereich	Erlangung von Lizenzen, Genehmigungen oder Zulassungen im Hinblick auf die Gründung und Führung eines Unternehmens

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Lagen Portalverbund	Erlaubnisse und Genehmigungen (2010400), Aus-, Weiterbildung und Sachkunde (2030300)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	18.07.2024
Fachlich freigegeben durch	Federal Ministry for Digital and Transport Affairs (BMDV)
Handlungsgrundlage	https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A02014R1321-20210518 https://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX%3A02014R1321-20210518 https://www.gesetze-im-internet.de/luftpersv/_23.html https://www.gesetze-im-internet.de/luftkostv/BJNR003460984.html
Teaser	If you want to train aviation personnel as a company, you need a permit from the Federal Aviation Office.
Volltext	Initial approval and recognition of management personnel As an individual company or organization, you can apply for the following services: • Approval as a training organization for maintenance personnel (for national scope or for EASA scope) • Recognition of management personnel: • Operations managers • Quality managers • Training managers • Examination supervisors Approval of changes If you already have an approval as a training company, you can also apply for the following approvals: • Changes to an existing approval, for example • Change of courses

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- Change of location
- Changes to the management staff
- Change of name of the company
- Other changes
- Deviations from the national standard
- Reporting training at non-approved locations

If your organization is not approved as a training company and does not intend to be, you can use the form to apply for individual approval for training.

Erforderliche Unterlagen

- Application

Initial approval:

- Proof of verification of the company, e.g. extract from the commercial register, extract from the register of associations, extract from the trade register
- Manual
- Training documents

Approval of changes:

- Documents affected by the change, for example amended manual or training documents

Recognition of management personnel:

- EASA Form 4
- Curriculum vitae
- Proof of qualifications
- Proof of professional experience
- Employment contract

Deviation National Standard:

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- Documents supporting the justification for the derogation

Individual approval:

- Documents relating to the project
 - for theoretical training
 - training procedure
 - theoretical syllabus
 - teaching material
 - Theoretical examination questions
 - for practical training
 - Practical Training Record (PTR)
 - Assessment questions
- Documents on participating persons
 - List of training or examining persons with first and last names, role(s) and, if available, the Aircraft Maintenance License number of the respective person
 - Evidence of the general requirements for the person
 - Evidence of the task-related requirements of the respective person
 - List of trainees with first and last names and date of birth of all trainees
 - If a private individual is not applying for himself, a declaration of consent from each trainee authorizing the applicant to apply for the individual measure on his behalf.

Voraussetzungen

Your company must provide a manual describing the operation and procedures. The following information must be included in the manual:

- A confirmation from your management that the manual
 - documents compliance for maintenance personnel, that it is consistent with all related manuals in your organization, and that the requirements in the manuals are met at all times,
 - Titles and names of responsible persons,
 - the duties and areas of responsibility of the persons, including the matters that these persons

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- for maintenance personnel may deal directly with the competent authority,
- an organization chart of your maintenance personnel organization showing the respective responsibilities,
- a list of trainers and examiners for theoretical and practical examinations,
- a general description of the classrooms and examination rooms at each address listed in your organization's approval certificate and at any other location if applicable,
- a list of the training courses to be approved,
- the procedure for amending your organization's manual,
- the procedures of your organisation in accordance with point 147.A.130(a),
- the supervision procedures within your organisation when training and theoretical and practical examinations take place off the premises,
- a list of the premises,
- a list of your establishments, if applicable.

For approval as a training organization, you must meet the requirements for your organization specified in Annex IV (Part-147) Regulation (EU) No. 1321/2014, in particular

- 147.A.100 Requirements for the establishment
- 147.A.105 Requirements for the personnel
- 147.A.110 Records of trainers and examiners for theoretical and practical examinations
- 147.A.115 Teaching aids
- 147.A.120 Teaching materials
- 147.A.125 Records
- 147.A.130 Training methods and quality assurance system
- 147.A.135 Examinations
- 147.A.140 Maintenance training organization exposition
- 147.A.145 Rights of the maintenance training organization
- 147.A.150 Changes to the maintenance training organization

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	• 147.A.155 Extension • 147.A.160 Complaints
Kosten	Gebühr: 200€ - 2.200€ Costs for approval of changes. You will receive a notification with a QR code for payment. https://www.gesetze-im-internet.de/luftkostv/anlage.html Gebühr: 200€ - 1.400€ Costs for individual admission. You will receive a notification with a QR code for payment. https://www.gesetze-im-internet.de/luftkostv/anlage.html Gebühr: 200€ Costs for recognition of management staff. You will receive a notification with a QR code for payment. https://www.gesetze-im-internet.de/luftkostv/anlage.html Gebühr: 200€ - 2.200€ Costs for initial authorization. You will receive a notification with a QR code for payment. https://www.gesetze-im-internet.de/luftkostv/anlage.html
Verfahrensablauf	You can submit the application online via the federal portal or by post or fax. Online application: • Go to the federal portal verwaltung.bund.de and complete the online form. The online form will guide you step by step through the information and documents required. • You can either upload the required documents directly or collect them in a download archive on a trustworthy server (e.g. BSCW). • Submit the application online. • The Luftfahrt-Bundesamt (LBA) will contact you if anything is unclear or if any information is missing. • After checking the documents and any necessary iterations, the LBA will carry out an audit. • If all requirements are met, the LBA will send you the result documents. • You pay the fees.

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Application by post or fax:

- Go to the federal portal verwaltung.bund.de and complete the online form. The online form will guide you step by step through the information and documents required.
- Print out the application and send it to the LBA by post or fax together with the required documents.
- If anything is unclear or information is missing, the LBA will contact you.
- After checking the documents and any necessary iterations, the LBA will carry out an audit.
- If all requirements are met, the LBA will send you the result documents.
- You pay the fees.

Bearbeitungsdauer

2 - 4 Woche(n)
 Deviation from national standard and recognition of management personnel
 1 - 6 Monat(e)
 Approval or modification and individual approval
 Training at non-approved operating sites must only be reported for information purposes.

Frist

1 Monat(e)

weiterführende Informationen

https://www.lba.de/DE/Technik/TechnischesPersonal/TechnischesPersonal_node.html

Hinweise

There are no indications or special features.

Rechtsbehelf

• Objection
 You will find further information on how to lodge an objection in the notification of your application.

Kurztext

- Training companies for technical personnel Approval
 - Approval from the Federal Aviation Office (LBA) is required for the training of technical aviation personnel
 - The following approvals can be applied for:
 - Initial approval
 - Approval of changes
 - Individual approval
 - Approval of management personnel

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	• Deviation from national standard • Approvals are subject to a fee • Costs per item applied for: EUR 200.00 to EUR 2,200.00 • Processing time: • Approval or amendment and individual approval: 1 to 6 months • Deviation from national standard and approval of management personnel: 2 to 4 weeks • Approval can be applied for online or by post or fax • Responsible: Luftfahrt-Bundesamt
Ansprechpunkt	
Zuständige Stelle	
Formulare	
Ursprungsportal	Ausbildungsbetriebe für technisches Personal Genehmigung, Ausbildungsbetriebe für technisches Personal Genehmigung