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Register new management with the Chamber of Crafts

Heruntergeladen am 09.06.2025

<https://fimportal.de/xzufi-services/397742029/L100008>

Modul	Sachverhalt
Leistungsschlüssel	99058068261000, 99058068261000
Leistungsbezeichnung I	Register new management with the Chamber of Crafts
Leistungsbezeichnung II	Register new management with the Chamber of Crafts
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Sachsen-Anhalt
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Handwerk (058)
Verrichtungskennung	Entgegennahme (261)
SDG-Informationsbereich	Anerkennung von Qualifikationen zum Zwecke der Beschäftigung in einem anderen Mitgliedstaat
Lagen Portalverbund	Erlaubnisse und Genehmigungen (2010400), Anmeldepflichten (2010100), Mitarbeiterbezogene Meldepflichten (2030400)

Modul	Sachverhalt
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	08.09.2022
Fachlich freigegeben durch	The Senator for Economics, Labour and Europe of the Free Hanseatic City of Bremen
Handlungsgrundlage	https://www.gesetze-im-internet.de/hwo/_16.html https://www.gesetze-im-internet.de/hwo/_16.html
Teaser	You must report a new management of your craft business requiring approval to the competent Chamber of Crafts.
Volltext	<p>Changes in the management of a craft business requiring approval must be reported to the Chamber of Crafts. The management of a craft business must have the professional prerequisites for the exercise of the craft subject to licensing. This can be a master craftsman's certificate for the respective craft, but also an equivalent domestic or foreign professional qualification or an exemption permit or exercise authorization.</p> <p>Both the owners of a craft business and salaried persons can be considered as managers. In the latter case, the application for registration shall be accompanied by a manager's declaration and supporting documents.</p> <p>The tasks of the management include:</p> <ul style="list-style-type: none"> • to control, supervise and monitor the technical workflow and not to limit themselves to the mere control of the work result, • to guide workers and to issue the necessary orders, • to prevent and, if necessary, correct defects in the execution of the work, • to ensure that there are no infringements of legal provisions or operating instructions, • to go to the individual workplaces regularly to supervise the execution of the work, • be permanently available during working hours and be available and ready for action at short notice in

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	urgent and emergencies.
Erforderliche Unterlagen	<p>Management by the owner:</p> <ul style="list-style-type: none"> • Certificate of competence (e.g. master craftsman's certificate, authorisation to practise, exemption, technical certificate) • Old craft card <p>Management by employed person:</p> <ul style="list-style-type: none"> • Certificate of competence (e.g. master craftsman's certificate, authorisation to practise, exemption, technical certificate) • Employment contract, which must show that management is available to the company during normal working hours (working hours and salary in accordance with the collective agreement or industry practice). If the managing director is also a professional and technical plant manager and also holds at least 30% of the shares in the company as a shareholder, the manager's declaration is sufficient. • Registration certificate for statutory social insurance (immediate registration) • Old craft card
Voraussetzungen	<ul style="list-style-type: none"> • Proof of qualification (master craftsman's certificate for the respective craft, alternatively equivalent domestic or foreign professional qualification or an exemption permit or right to exercise) • The management must be available to the company to perform its functions to the same extent as a master craftsman or master craftswoman as owner of the craft business. Basically, this means a continuous full-time employment.
Kosten	The specific fee can be found in the list of fees of the Chamber of Crafts, which is available on the Chamber's website.
Verfahrensablauf	
Bearbeitungsdauer	none

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Frist	Immediate notification of the appointment of a new management.
weiterführende Informationen	
Hinweise	
Rechtsbehelf	
Kurztext	<ul style="list-style-type: none"> • Notification of the appointment of the management to the Chamber of Crafts - Acceptance <ul style="list-style-type: none"> • Management of the company responsible for the technical management must be determined and reported to the competent Chamber of Crafts • Likewise, changes in the management must be reported to the Chamber of Crafts and entered in the register of craftsmen. • Management may be carried out by the owner of the business or an employed person who is qualified to do so. The required certificate of competence can be provided by a master craftsman's certificate for the craft to be practised or a craft related to it, or alternatively by an equivalent domestic or foreign professional qualification or an exemption permit or authorisation to practise • Responsible: Chamber of Crafts in whose district the commercial establishment is located
Ansprechpunkt	<p>The competent chamber of crafts is the chamber of crafts in whose district the main commercial establishment is located.</p> <p>https://www.handwerkskammer.de/</p> <p>https://www.handwerkskammer.de/</p>
Zuständige Stelle	
Formulare	none
Ursprungsportal	Neue Betriebsleitung bei der Handwerkskammer melden, Register new management with the Chamber of Crafts