

99080018058000, 99080018058000

Aviation background checks Implementation

Heruntergeladen am 07.06.2025

<https://fimportal.de/xzufi-services/102486024/L100010>

Modul	Sachverhalt
Leistungsschlüssel	99080018058000, 99080018058000
Leistungsbezeichnung I	Aviation background checks Implementation
Leistungsbezeichnung II	
Typisierung	2a - Bundesauftragsverwaltung: Regelung, Land: Vollzug
Quellredaktion	Saarland
Freigabestatus Katalog	fachlich freigegeben (gold)
Freigabestatus Bibliothek	fachlich freigegeben (silber)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Luftverkehr (080)
Verrichtungskennung	Durchführung (058)
SDG-Informationsbereich	
Lagen Portalverbund	Personal einstellen (2030200), Berufszulassungen und Berechtigungen (1040500), Personal finden (2030100)

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Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	
Fachlich freigegeben durch	
Handlungsgrundlage	§ Section 7 Aviation Security Act (LuftSiG) https://www.gesetze-im-internet.de/luftsig/_7.html https://www.gesetze-im-internet.de/luftsig/_7.html
Teaser	If you want to work in or at the airport, in many cases you will need a background check beforehand. This is a prerequisite for obtaining access authorization.
Volltext	<p>If you work in or at the airport, in many cases you will need a background check beforehand. This is a prerequisite for obtaining access authorization. As soon as the background check and access authorization have been granted and you have completed the required training at the airport, you can receive an airport ID card, which allows you to move around the airport in security areas unaccompanied.</p> <p>You can access the online application here:</p> <p>**[Background check and access application - online service entry page](https://serviceportal.hamburg.de/HamburgGateway/Service/Entry?id=ZUZUEP&location=020000000000)**</p> <p>The regulation applies to persons who are regularly entrusted with</p> <ul style="list-style-type: none"> • security checks • check-in • transportation • the inspection of air freight and • entering security areas in general <p>Security areas include</p>

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- Parts of an airport where screened passengers may be present shortly before departure
- Parts of an airport where checked baggage is located or transported through
- Areas of an airport where airplanes and other aircraft are parked
- for boarding and disembarking as well as loading and unloading

The regulation therefore also applies, for example, to

- Pilots
- Student pilots and trainee pilots
- Members of airport-based clubs
- Student interns and trainees
- Suppliers of goods and similar suppliers
- Traders and tradespeople and
- Employees of cleaning companies

The background check checks whether you pose a risk to the safety of civil air traffic. The check includes

- Personal details,
- past periods of employment and training and a record of any gaps in the past five years,
- Your places of residence in the past ten years,
- A check of criminal records,
- information from authorities.

The fact that you are being checked serves the safety of civil aviation. As a rule, you must apply for a background check yourself via your employer; your employer will bear the costs.

****Duty to cooperate:****

You are obliged to cooperate in your check. In rare cases, this may also mean that you have to undergo a

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test for narcotics.

As a rule, your reliability will be denied if

- you have been sentenced to a prison sentence, youth sentence or fine of at least 60 daily rates for an intentional criminal offense or
- you have been sentenced twice or more often to a lesser fine and the last sentence was less than five years ago
- you have been sentenced to at least one year's imprisonment for a crime or other intentional criminal offense and the last conviction was less than ten years ago
- you have been under observation by the Federal Office for the Protection of the Constitution in the past ten years and, for example, efforts have been identified that are directed against the free democratic basic order, the existence or security of the federal government or a state.

You can waive a background check if you

- have already been checked in accordance with the Security Check Act,
- only need occasional access to security areas at the airport and can therefore work, for example, with a day pass (observe the regulations of the respective airport) or
- work exclusively in generally accessible areas of the airport (public areas).

Erforderliche Unterlagen

General:

- copy of identity card on both sides or
- Copy of passport on both sides
- Places of residence for the last 10 years,
- Periods of employment in the last 5 years (exact date)

Special:

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- For pilots and trainee pilots: confirmation from the flight school; for re-testing: Pilot's license
- For self-employed persons: business registration
- If residence has been abroad for more than six months in the past five years: Criminal record certificate or European certificate of good conduct

For renewal: notification of the previous background check.

In case of:

- Changes to your name or
- changes to your current place of residence (provided this does not affect the same federal state)

you are obliged to notify the competent aviation security authority within one month.

If you also need the reliability for your professional activity, please inform the aviation security authority:

- Changes to your employer or
- changes in the nature of your activity (aviation security sector)

to the aviation security authority.

Voraussetzungen

You belong to one of the following groups of people and require a background check to carry out your activity:

- Private pilot
- Student pilots
- Employees in the aviation security sector.

Kosten

The fee ranges between 6 and 211.50 euros. Advance payment is only required for applicants with residence or permanent regular residence abroad and

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employers in insolvency. As a rule, the fees are transferred to the applicant (student pilots and pilots) or by notification to the employer (all other applicants) after the notification has been sent.

Verfahrensablauf

A background check is requested for you by your employer in writing or online.
employer in writing or online.

****Written application:****

- You will receive a form from your employer or download it from our website (see subsection "Forms")
- You must complete the form and submit it to your employer or online together with all the requested supporting documents.
- Your employer will then check your documents and apply to the aviation security authority for a background check on your behalf.

****Online application:****

- Create a free service account (BundID or company account).
- Complete the online application and upload all the required documents.
- Send the completed document digitally to the relevant authority.
- For employees and private individuals: Print out the application PDF after completion, sign it and send it by post to the competent authority.
- The remaining procedural steps are the same as the written procedure.

The aviation security authority will then review the application by checking all the information you have provided. For this purpose, the aviation security authority will obtain information from, among others

- Police

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- Office for the Protection of the Constitution
- law enforcement authorities
- intelligence services
- civil registers
- immigration authorities if you are not a German citizen.

If the aviation security authority has further questions during your check, the aviation security authority may ask you to comment on the questions. You are generally obliged to actively participate in the check.

After the check, you and your employer will receive an official notification from the aviation security authority about the result of your background check.

If the result is positive:

- your background check is valid for 5 years,
- but can be revoked during this time if the necessary requirements no longer apply.

In the event of a negative result, an action may be brought before the Saarland Administrative Court, Kaiser-Wilhelm-Straße 15, 66740 Saarlouis, in writing or for the record before the clerk of this court within one month of notification.

Bearbeitungsdauer

Processing takes between 3 days and 6 weeks. On average, the processing time should be one month. However, it may take longer in individual cases.

Frist

Before starting work or training at airports, you must submit your application for a check at least one month in advance. You should apply for the re-examination at least three months before the expiry date of the background check. If you have applied for the repeat check at least three months before the expiry of the period of validity of the background check, you will be considered reliable until the repeat check is completed.

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weiterführende Informationen	
Hinweise	<p>**The following information is available:**</p> <p>The validity of the background check is 5 years. Information is also obtained from authorities and criminal records. Student pilots and private pilots can apply directly to the relevant aviation security authority for a background check.</p>
Rechtsbehelf	<p>Appeal or, in some federal states, legal action before the competent administrative court</p> <ul style="list-style-type: none"> • Appeal • Information on how to lodge an objection can be found in the notification of your application for a background check • Legal action before the administrative court • You can find information on how to lodge a complaint in the notification of your objection
Kurztext	<p>**Background check:**</p> <p>Required for all persons who hold or wish to obtain a pilot's license and persons who require professional access to non-public areas at airports, such as:</p> <ul style="list-style-type: none"> • Pilots • student pilots • Employees in the areas of handling, air freight or security checks • Employees of other companies who require access to the security area of the airport <p>Among other things, the following are checked</p> <ul style="list-style-type: none"> • Identity • current and previous residential addresses • Current and previous employment relationships • Information from criminal records

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	<p>Validity: 5 years</p> <p>The costs of the check are borne by the employer or the applicant in the case of pilots and corresponding flight students</p> <p>Responsible: Ministry of the Environment, Climate, Mobility, Agriculture and Consumer Protection - Department F/2 - Aviation, as the aviation safety authority of Saarland</p>
Ansprechpunkt	
Zuständige Stelle	<p>Ministry of the Environment, Climate, Mobility, Agriculture and Consumer Protection</p> <p>Department F/2 - Aviation</p> <p>Keplerstrasse 18</p> <p>66117 Saarbrücken</p>
Formulare	<p>Forms available: Yes</p> <p>Written form required: Yes</p> <p>Informal application possible: No</p> <p>Personal appearance necessary: No</p> <p>https://www.saarland.de/mukmav/DE/portale/mobilitaet/informationen/luftfahrt/antraege/antraege</p> <p>https://www.saarland.de/mukmav/DE/portale/mobilitaet/informationen/luftfahrt/antraege/antraege</p>
Ursprungsportal	<p>Zuverlässigkeitsüberprüfungen im Luftverkehr</p> <p>Durchführung, Aviation background checks</p> <p>Implementation</p>