

99108057036001, 99108057036001

Replace workshop card due to theft

Heruntergeladen am 12.06.2025

<https://fimportal.de/xzufi-services/253829379/L100039>

Modul	Sachverhalt
Leistungsschlüssel	99108057036001, 99108057036001
Leistungsbezeichnung I	Replace workshop card due to theft
Leistungsbezeichnung II	Replace workshop card due to theft
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Rheinland-Pfalz
Freigabestatus Katalog	fachlich freigegeben (gold)
Freigabestatus Bibliothek	fachlich freigegeben (gold)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Straßenverkehr (108)
Verrichtungskennung	Ersatz (036)
SDG-Informationsbereich	Erlangung von Lizenzen, Genehmigungen oder Zulassungen im Hinblick auf die Gründung und Führung eines Unternehmens
Lagen Portalverbund	Fahrerlaubnis und Sachkenntnisse (2110100)
Einheitlicher Ansprechpartner	Nein

Modul	Sachverhalt
Fachlich freigegeben am	06.02.2023
Fachlich freigegeben durch	Ministry of Labour, Social Affairs, Transformation and Digitalization Rhineland-Palatinate
Handlungsgrundlage	https://www.gesetze-im-internet.de/fpersv/__4.html https://www.gesetze-im-internet.de/fpersv/__7.html https://www.gesetze-im-internet.de/stvzo_2012/__57b.html https://eur-lex.europa.eu/legal-content/DE/TXT/PDF/?uri=CELEX%3A02014R0165-20200820 https://www.gesetze-im-internet.de/fpersv/__4.html https://www.gesetze-im-internet.de/fpersv/__7.html https://www.gesetze-im-internet.de/stvzo_2012/__57b.html https://eur-lex.europa.eu/legal-content/DE/TXT/PDF/?uri=CELEX%3A02014R0165-20200820
Teaser	Has your workshop card been stolen? Then you can apply for a replacement card from the relevant office.
Volltext	<p>The workshop card is a tachograph card for</p> <ul style="list-style-type: none"> • approved manufacturers of tachographs, • vehicle manufacturers, • workshops and • their responsible specialists such as fitters or technicians. <p>Your responsible specialists use the workshop card to install, check and calibrate digital tachographs and to download their data.</p> <p>If your workshop card has been stolen, you can apply for a replacement card from the responsible office as an entrepreneur or as an authorized representative. To do so, you must submit a current certificate of approval or authorization of the workshop for testing tachographs. This must not be older than 3 years.</p> <p>Your replacement workshop card remains valid until the same date as the stolen original card - if this would have been valid for more than 6 months. The validity</p>

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period therefore does not start again from the beginning. If the remaining term of the card is less than 6 months, you will be issued with a new card. This is then valid for another year.

Whenever you apply to replace a workshop card due to theft, you as a company must provide proof that the authorized specialist is still employed by you and has been trained in accordance with the tachograph card and recording equipment training guidelines. The training certificate must not be older than 3 years.

The workshop card is PIN-protected. The personal PIN number is sent to the skilled worker's home address. Skilled workers may only have one workshop card per employment relationship and may only use it there. The workshop card is the property of the company.

Erforderliche Unterlagen

- Application for the issue of a workshop replacement card due to theft
 - documentary evidence of the name, address and registered office of the workshop, tachograph manufacturer or vehicle manufacturer
 - Proof of identity of the entrepreneur or the person or persons authorized to represent them by law, articles of association or partnership agreement
 - Proof of identity and notification of the native language of the specialist for whom the workshop card is requested
 - Proof of training of the responsible specialist in accordance with the tachograph recording equipment training guideline
 - not older than 3 years
 - Proof of employment of the responsible specialist
 - Proof of recognition or commissioning of the workshop (in accordance with Section 57b of the Road Traffic Licensing Regulations)
 - not older than 3 years
 - Proof of a theft report to the police

Voraussetzungen

- Your company is
 - an officially recognized manufacturer of tachographs,
 - a vehicle workshop commissioned by the manufacturer or

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	<ul style="list-style-type: none"> • an approved and recognized vehicle workshop. • The following are eligible to apply <ul style="list-style-type: none"> • You as the entrepreneur or an authorized representative • authorized representative or authorized person of the company.
Kosten	
Verfahrensablauf	
Bearbeitungsdauer	5 Werktag(e)
Frist	1 Jahr(e) The workshop card is valid for one year.
weiterführende Informationen	https://www.balm.bund.de/SharedDocs/Downloads/DE/Rechtsvorschriften/Merkblaetter/Sozialvorschriften_Kontrollgeraetkarten.pdf?__blob=publicationFile&v=2 https://www.balm.bund.de/SharedDocs/Downloads/DE/Rechtsvorschriften/Merkblaetter/Sozialvorschriften_Kontrollgeraetkarten.pdf?__blob=publicationFile&v=2
Hinweise	
Rechtsbehelf	
Kurztext	<ul style="list-style-type: none"> • Workshop card replacement due to theft <ul style="list-style-type: none"> • Request the replacement of a workshop card due to theft • be able to submit an application <ul style="list-style-type: none"> • entrepreneurs or • authorized representatives or authorized persons • Workshop card is a tachograph card for <ul style="list-style-type: none"> • authorized manufacturers of tachographs, • vehicle manufacturers, • workshops and • their responsible specialists (fitters) • Workshop card is used by specialists to install, check and calibrate digital tachographs and to download their data <ul style="list-style-type: none"> • Validity: 1 year • Required documents, among others: <ul style="list-style-type: none"> • Name, address and registered office of the workshop, tachograph manufacturer or vehicle manufacturer

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- Proof of identity of the entrepreneur or the person or persons authorized to represent them by law, articles of association or partnership agreement
- Proof of identity and notification of the native language of the specialist for whom the workshop card is requested
- Proof of training of the specialist in accordance with the tachograph and recording equipment training guidelines
 - not older than 3 years
- Written proof that the responsible specialist continues to work in the company or workshop
- Proof of recognition or commissioning of the workshop (in accordance with Section 57b of the Road Traffic Licensing Regulations)
 - not older than 3 years
- Proof of a theft report to the police
- Responsible: different authorities depending on the federal state, e.g. driving license authority, TÜV, Dekra or others

Ansprechpunkt

When applying for a workshop card, please contact the driving license authority of the district administration responsible for the company's place of business, the municipal administration of the large cities belonging to the district and the municipal administration of the cities not belonging to the district. The Mainz-Bingen district administration is responsible for the area of the towns of Bingen and Ingelheim am Rhein.

Zuständige Stelle

District administrations or city administrations of the independent and large district cities

Formulare

Ursprungsportal

Replace workshop card due to theft, Werkstattkarte wegen Diebstahl ersetzen