

99012090016000, 99012090016000

# Apply for recognition of the building submission authorization

Heruntergeladen am 16.06.2025

<https://fimportal.de/xzufi-services/110681012/L100041>

Modul	Sachverhalt
Leistungsschlüssel	99012090016000, 99012090016000
Leistungsbezeichnung I	Apply for recognition of the building submission authorization
Leistungsbezeichnung II	
Typisierung	4 - Land: Regelung
Quellredaktion	Brandenburg
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Baurecht (012)
Verrichtungskennung	Anerkennung (016)
SDG-Informationsbereich	Kauf und Verkauf von Immobilien, einschließlich aller Bedingungen und Pflichten im Zusammenhang mit der Besteuerung, dem Eigentum oder der Nutzung von Immobilien (auch als Zweitwohnsitz)

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Lagen Portalverbund	Bauplanung (2050400), Erlaubnisse und Genehmigungen (2010400)
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	17.02.2023
Fachlich freigegeben durch	Ministry of Infrastructure and Regional Planning
Handlungsgrundlage	<a href="https://bravors.brandenburg.de/gesetze/bbgbo_2016#68">https://bravors.brandenburg.de/gesetze/bbgbo_2016#68</a> <a href="https://bravors.brandenburg.de/gesetze/bbgingg#33">https://bravors.brandenburg.de/gesetze/bbgingg#33</a> <a href="https://bravors.brandenburg.de/gesetze/bbgarchg">https://bravors.brandenburg.de/gesetze/bbgarchg</a> <a href="https://bravors.brandenburg.de/gesetze/bbgbo_2016#68">https://bravors.brandenburg.de/gesetze/bbgbo_2016#68</a> <a href="https://bravors.brandenburg.de/gesetze/bbgingg#33">https://bravors.brandenburg.de/gesetze/bbgingg#33</a> <a href="https://bravors.brandenburg.de/gesetze/bbgarchg">https://bravors.brandenburg.de/gesetze/bbgarchg</a>
Teaser	The building submission authorization must be applied for at the Chamber of Engineers or the Chamber of Architects.
Volltext	<p>Engineers who are registered in the Brandenburg Chamber of Engineers with the addition of building template authorization and persons who are entitled to use this professional title of architect are entitled to submit building documents.</p> <p>Persons who are established in another Member State of the European Union or in a state treated as such under the law of the European Communities as persons entitled to submit building documents are entitled to submit building documents without being entered in the list if they have a comparable authorisation and had to meet comparable domestic requirements for this.</p>
Erforderliche Unterlagen	<p>Engineers:</p> <ul style="list-style-type: none"> <li>• completed membership application</li> <li>• certified copy of the diploma or other evidence of education and qualifications</li> <li>• professional career</li> <li>• Proof of professional indemnity insurance in the event of self-employment</li> </ul>

## Modul

## Sachverhalt

- References (such as work/employment references)
- Proof of at least two years of practical experience in the design planning of buildings.

Architects:

With examination of the certificate of competence:

- Certified copy of the university certificate and the university certificate (or an educational institution of equal rank within the meaning of § 4 BbgArchG)
  - Proof of the standard period of study for Bachelor's and Master's degree programs
  - Proof of two years of professional experience in the field applied for since the technical or university degree; Graduates of the Department of Architecture who started their professional internship after 15.10.2018 must have completed their professional internship under the supervision of a registered architect.
- Proof of further training - one certificate for each of the subject areas
  - Public Building Law
  - Private construction law
  - Construction practice
  - Cost-effectiveness of planning construction
  - Management and communication
- Proof of employment contract in the case of salaried employment or salaried activity in the public sector
  - Proof of adequate professional indemnity insurance in the case of freelance or commercial activity
  - Certificate of registration of the main residence in the state of Brandenburg or proof of predominant employment in the state of Brandenburg
  - Copy of the deposit slip for the fees.

Without examination of the CPC:

- Proof of adequate professional indemnity insurance in the case of freelance or commercial activity
- Certificate of registration of the main residence in

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	<p>the state of Brandenburg or proof of the place of business/branch in the state of Brandenburg or proof of predominant employment in the state of Brandenburg</p> <ul style="list-style-type: none"> <li>• Copy of the deposit slip for the fees.</li> </ul>
Voraussetzungen	<p>Engineers:</p> <p>Upon application, you will be registered with the addition of building template authorization if you can prove that you have a university degree in the field of building construction or civil engineering that qualifies you for a profession and have then worked practically in the field of building design planning for at least two years.</p> <p>Architects:</p> <p>The professional title may be used by those who are entered in the list of architects in accordance with § 4 para. 1 BbgArchG. The following shall be registered:</p> <ol style="list-style-type: none"> <li>1. has the main residence or a branch of the professional activity in the state of Brandenburg or exercises the predominant professional employment;</li> <li>2. has successfully completed a course of study corresponding to the respective field of study with a standard period of study of at least four years at a German university, college, university of applied sciences or equivalent educational institution in accordance with the guidelines on training content regulated in the annex to the Brandenburg Architects Act;</li> <li>3. has then carried out at least two years of practical experience in the respective field of study, and</li> <li>4. in the case of freelance or commercial activity for third parties, has professional liability insurance in accordance with § 10 BbgArchG.</li> </ol>
Kosten	<p>Engineers:</p> <p>Additional fee: EUR 150.00 if applicable in addition to the registration fee of EUR 100.00</p> <p>Architects:</p>

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	<p>Application fee for entry in the list of architects: EUR 205.00          Fee for notarization and round stamp: EUR 65.00</p>
Verfahrensablauf	<p>Engineers:</p> <ul style="list-style-type: none"> <li>• Receipt of the completed [membership application with attachments](<a href="https://www.bbik.de/fileadmin/Dateien/oeffentlich/01_Dokumente_und_Dateien/01_Mitgliedschaft_Listen/01_Mitglied_werden/01_Antraege/BBIK_2023_Mitgliedsantrag.pdf">https://www.bbik.de/fileadmin/Dateien/oeffentlich/01_Dokumente_und_Dateien/01_Mitgliedschaft_Listen/01_Mitglied_werden/01_Antraege/BBIK_2023_Mitgliedsantrag.pdf</a>)</li> <li>• Check for completeness in BBIK</li> <li>• Acknowledgment of receipt, additional request if necessary</li> <li>• Forwarding to the Registration Committee of the BBIK</li> <li>• The registration committee forwards its examination results to the office</li> <li>• BBIK office issues proof of building template authorization</li> </ul> <p>Architects:</p> <ul style="list-style-type: none"> <li>• Application for membership of the Chamber of Architects</li> <li>• Acknowledgment of receipt, additional request if necessary</li> <li>• Notification of registration.</li> </ul>
Bearbeitungsdauer	3 to 5 months
Frist	The application for entry in the list of engineers entitled to submit building documents and admission to the Chamber of Architects can be submitted at any time.
weiterführende Informationen	<a href="https://www.bbik.de/">https://www.bbik.de/</a> <a href="https://www.ak-brandenburg.de/">https://www.ak-brandenburg.de/</a> <a href="https://www.bbik.de/">https://www.bbik.de/</a> <a href="https://www.ak-brandenburg.de/">https://www.ak-brandenburg.de/</a>
Hinweise	

Modul	Sachverhalt
Rechtsbehelf	Engineers:  Objection and, if necessary, legal action against a negative decision at the issuing authority
Kurztext	Building templates for the construction and modification of buildings that do not require a permit must be prepared by a design author who is authorized to submit building documents.
Ansprechpunkt	
Zuständige Stelle	Brandenburg Chamber of Engineers  Brandenburg Chamber of Architects
Formulare	none
Ursprungsportal	Anerkennung der Bauvorlageberechtigung beantragen, Apply for recognition of the building submission authorization