

99108057036003

Heruntergeladen am 17.06.2025

<https://fimportal.de/xzufi-services/141621/L100042>

Modul	Sachverhalt
Leistungsschlüssel	99108057036003
Leistungsbezeichnung I	
Leistungsbezeichnung II	Workshop card; applying for a replacement in the event of loss
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Bayern
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	
Leistungsgruppierung	
Verrichtungskennung	
SDG-Informationsbereich	
Lagen Portalverbund	
Einheitlicher Ansprechpartner	
Fachlich freigegeben am	16.11.2023

Modul	Sachverhalt
Fachlich freigegeben durch	Bundesministerium für Verkehr
Handlungsgrundlage	<a href="https://www.gesetze-im-internet.de/fpersv/_4.html">https://www.gesetze-im-internet.de/fpersv/_4.html</a> <a href="https://www.gesetze-im-internet.de/fpersv/_4.html">https://www.gesetze-im-internet.de/fpersv/_4.html</a> <a href="https://www.gesetze-im-internet.de/fpersv/_7.html">https://www.gesetze-im-internet.de/fpersv/_7.html</a> <a href="https://www.gesetze-im-internet.de/fpersv/_7.html">https://www.gesetze-im-internet.de/fpersv/_7.html</a> <a href="https://www.gesetze-im-internet.de/stvzo_2012/_57b.html">https://www.gesetze-im-internet.de/stvzo_2012/_57b.html</a> <a href="https://www.gesetze-im-internet.de/stvzo_2012/_57b.html">https://www.gesetze-im-internet.de/stvzo_2012/_57b.html</a> <a href="https://eur-lex.europa.eu/legal-content/DE/TXT/PDF/?uri=CELEX:02014R0165-20200820">https://eur-lex.europa.eu/legal-content/DE/TXT/PDF/?uri=CELEX:02014R0165-20200820</a> <a href="https://eur-lex.europa.eu/legal-content/DE/TXT/PDF/?uri=CELEX:02014R0165-20200820">https://eur-lex.europa.eu/legal-content/DE/TXT/PDF/?uri=CELEX:02014R0165-20200820</a>
Teaser	If you have lost your workshop card, you can apply for a replacement card at the relevant office.
Volltext	<p>The workshop card is a tachograph card for</p> <ul style="list-style-type: none"> <li>• approved manufacturers of tachographs,</li> <li>• vehicle manufacturers,</li> <li>• workshops as well as</li> <li>• their responsible specialists such as installers or technicians.</li> </ul> <p>The workshop card is used by your responsible specialists to install, test, calibrate and download data from digital tachographs.</p> <p>If your workshop card has been lost, you can apply for a replacement card from the responsible office as an entrepreneur or as a person authorized to represent the company or as an authorized representative. To do this, you must submit a current certificate of recognition or commissioning of the workshop for testing tachographs. This must not be older than 3 years.</p> <p>Your workshop replacement card remains valid until the same date as the lost original card - if it would have been valid for more than 6 months. The validity period does not start all over again.</p> <p>However, if the remaining term of the card is less than 6 months, you will get the card renewed. This is then valid again for one year.</p> <p>When the replacement card is issued, your previous card loses its validity. If you do find the workshop card again, you must return it to the responsible office or</p>

**Modul**
**Sachverhalt**

the Kraftfahrt-Bundesamt (KBA). You may not continue to use it.

When applying for a replacement workshop card due to loss, you as the company must provide proof that the assigned 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 employee's home address. Employees 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 issuance of a workshop replacement card due to loss
  - verifiable documents concerning 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 the company according to the law, articles of association or partnership agreement
    - Proof of identity as well as notification of the native language of the specialist for whom the workshop card is being applied for
      - not older than 3 years
    - Proof of training of the responsible specialist in accordance with the tachograph tachograph training guideline.
    - Proof of the employment relationship of the responsible specialist
      - Not older than 3 years
    - Proof of recognition or commissioning of the workshop (according to § 57b StraßenverkehrsZulassungs-Ordnung)
      - written declaration of loss
      - at the request of the competent body, the holder of the workshop card must, if necessary, provide an affidavit stating that and for what reasons the workshop card cannot be returned
- Required Documents

**Voraussetzungen**

- an officially recognized manufacturer of tachographs,
- a vehicle workshop authorized by the manufacturer,

Modul	Sachverhalt
	<p>or</p> <ul style="list-style-type: none"> <li>• an approved and recognized motor vehicle workshop.</li> <li>• Your company is               <ul style="list-style-type: none"> <li>• you as the entrepreneur or a person authorized to represent or</li> <li>• authorized representative or authorized person of the company.</li> </ul> </li> <li>• Eligible to apply are</li> </ul>
Kosten	
Verfahrensablauf	
Bearbeitungsdauer	5 working days
Frist	The workshop card is valid for one year.
weiterführende Informationen	<a href="https://www.balm.bund.de/SharedDocs/Downloads/DE/Rechtsvorschriften/Merkblaetter/Sozialvorschriften_Kontrollgeraetkarten.pdf?__blob=publicationFile&amp;v=2">https://www.balm.bund.de/SharedDocs/Downloads/DE/Rechtsvorschriften/Merkblaetter/Sozialvorschriften_Kontrollgeraetkarten.pdf?__blob=publicationFile&amp;v=2</a> <a href="https://www.balm.bund.de/SharedDocs/Downloads/DE/Rechtsvorschriften/Merkblaetter/Sozialvorschriften_Kontrollgeraetkarten.pdf?__blob=publicationFile&amp;v=2">https://www.balm.bund.de/SharedDocs/Downloads/DE/Rechtsvorschriften/Merkblaetter/Sozialvorschriften_Kontrollgeraetkarten.pdf?__blob=publicationFile&amp;v=2</a> <a href="https://www.tuvsud.com/de-de/branchen/mobilitaet-und-automotive/fahrtenschreiberkarten">https://www.tuvsud.com/de-de/branchen/mobilitaet-und-automotive/fahrtenschreiberkarten</a> <a href="https://www.tuvsud.com/de-de/branchen/mobilitaet-und-automotive/fahrtenschreiberkarten">https://www.tuvsud.com/de-de/branchen/mobilitaet-und-automotive/fahrtenschreiberkarten</a>
Hinweise	
Rechtsbehelf	
Kurztext	
Ansprechpunkt	
Zuständige Stelle	
Formulare	
Ursprungsportal	BayernPortal, BayernPortal