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# Carrying out reliability checks in aviation

Heruntergeladen am 29.06.2025

<https://fimportal.de/xzufi-services/S1000020010000002906/S100002>

Modul	Sachverhalt
Leistungsschlüssel	99080018058000
Leistungsbezeichnung I	Carrying out reliability checks in aviation
Leistungsbezeichnung II	Conduct aviation background checks
Typisierung	2a - Bundesauftragsverwaltung: Regelung, Land: Vollzug
Quellredaktion	Hamburg
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	<div lang="en-x-mtfrom-de">Aviation security</div> , <div lang="en-x-mtfrom-de">Aviation Security Authority</div> , <div lang="en-x-mtfrom-de">airport ID card</div> , <div lang="en-x-mtfrom-de">student pilot</div> , <div lang="en-x-mtfrom-de">Aviation Security Act</div> , <div lang="en-x-mtfrom-de">pilot</div> , <div lang="en-x-mtfrom-de">security area</div> , <div lang="en-x-mtfrom-de">access authorization</div> , <div lang="en-x-mtfrom-de">background check</div> , <div lang="en-x-mtfrom-de">ZUP</div>

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Leistungstyp	
Leistungsgruppierung	
Verrichtungskennung	
SDG-Informationsbereich	
Lagen Portalverbund	
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	14.06.2022
Fachlich freigegeben durch	
Handlungsgrundlage	§ 7 Aviation Security Act (LuftSiG) <a href="https://www.gesetze-im-internet.de/luftsig/_7.html">https://www.gesetze-im-internet.de/luftsig/_7.html</a>
Teaser	If you want to work in or at the airport, you often need a background check beforehand. It is a prerequisite for you to be able to obtain access authorization.
Volltext	If you work in or at the airport, in many cases you will need a background check beforehand. It is a prerequisite for you to be able to obtain access authorization. Once the background check and access authorization has been granted and you have completed the necessary training at the airport, you can be given an airport ID card which allows you to move around the airport in security areas unescorted. The regulation applies to persons who are regularly entrusted with: security checks the clearance the transport the control of air cargo as well generally enter security areas Security areas include: Parts of an airport where screened passengers may be present shortly before departure Portions of an airport where checked hold baggage is located or transiting Areas of an airport where airplanes and other aircraft are parked for boarding and alighting as well as for loading and unloading The regulation therefore also applies, for example: pilots flight students Members of airport-based associations Student interns Goods suppliers and comparable providers traders and traders as well employees of cleaning companies The

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background check checks whether you pose a threat to the safety of civil aviation. The exam includes: Personal details, past periods of employment and training and a record of gaps that have arisen in the past five years, Your residence in the past ten years, examination of criminal records, Information from authorities. The fact that you are checked serves the safety of civil air traffic. You usually have to apply for a background check yourself through your employer, and your employer will cover the costs. Duty to cooperate: You are required to cooperate in your review. In rare cases, this can also mean that you have to be tested for narcotics. You will usually be denied reliability if you have been sentenced to imprisonment, youth imprisonment or a fine of at least 60 daily rates for an intentional criminal offence, or You have been sentenced to a reduced fine twice or more and the last sentence was less than five years ago You have been sentenced to a term of imprisonment of at least one year for a felony or other intentional offense and the last conviction was less than ten years ago the Federal Office for the Protection of the Constitution has observed you over the past ten years and, for example, efforts have been identified that are directed against the free democratic basic order, the existence or the security of the federal or state government. You can waive a background check if you have already been checked under the Security Checks Act. Here, the background check can be omitted upon request, only occasionally need access to security areas at the airport and can therefore, for example, work with a day pass (observe the regulations of the respective airport) or work exclusively in generally accessible areas of the airport (public area).

## Erforderliche Unterlagen

General: double-sided copy of the identity card or two-sided copy of the passport places of residence in the last 10 years, Employment times of the last 5 years (exactly to the day) Special: For pilots and flight students: confirmation from the flight school; for repeat examinations: pilot license For the self-employed: business registration If residence was abroad for more than six months in the past five years: certificate of impunity or European certificate of good conduct In the case of an extension: notification of the

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previous background check. At: Changes in your name or Changes to your current place of residence (unless this affects the same state) you are obliged to report this to the responsible aviation security authority within one month. If you also need reliability for your professional activity, please share: Changes in your employer or Changes in the nature of your work (aviation security area) with the aviation security authority.

## Voraussetzungen

You belong to one of the following groups of people and need a background check to carry out your work: Private pilot Flight student employees in the aviation security sector.

## Kosten

45 euros

## Verfahrensablauf

Your employer will apply for a background check for you in writing or online. Written Application: You will receive a form from your employer for this purpose. You must fill out the form and submit it to your employer along with all the requested evidence. Your employer will then check your documents and apply for a background check on your behalf at the aviation security authority. The aviation security authority then examines the application by checking all the information you have given. For this purpose, the aviation security authority obtains information from: police defense of Constitution law enforcement agencies intelligence services population registers Immigration authorities if you do not have German citizenship. If the aviation security authority has further questions during your inspection, the aviation security authority may ask you to comment on the questions. You are generally obliged to actively help with the review. 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 aviation security authority gains new information about you, for example about criminal proceedings that cast doubt on your reliability. If the result is negative, you can raise an objection with the aviation security authority within 4 weeks. Digital: Hamburg,

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Bremen, Schleswig-Holstein and Mecklenburg-Western Pomerania have been able to submit an application for a background check or background check and access authorization online since 2022. Create a free service account in the Hamburg service portal. Complete the online application and upload all required supporting documents. Send the completed document digitally to the competent authority. For employees and private individuals: print out the application PDF after completion, sign it and send it by post to the responsible authority. For private individuals: Pay by credit card, Visa card or SEPA direct debit immediately after submitting your application. The remaining procedural steps correspond to the written procedure.

**Bearbeitungsdauer**

3 days to 6 weeks Comment for further information on the processing time: 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 verification at least one month. You must apply for the repeat check no later than 3 months before the validity of the background check expires. The checked person is then generally considered to be reliable until the repeat check is completed

**weiterführende Informationen**

<https://www.hamburg.de/bwi/luftsicherheit/>  
<https://www.hamburg.de/bwi/luftsicherheit/>  
<https://www.hamburg.de/14762952/>  
<https://www.hamburg.de/contentblob/14762952/fafaf3c6d23c51e1032a4673248ea1ea/data/antragsformular-fughafen-fracht-zuep.pdf>

**Hinweise**

Forms available: Yes Written form required: Yes Informal application possible: No Personal appearance required: No Online services available: Yes There are the following notes: 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 responsible aviation security authority to apply for a background check.

**Rechtsbehelf**

Objection or, in some federal states, legal action before

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	the competent administrative court
Kurztext	Background check: required for all persons who professionally need access to areas at airports that are not generally accessible, such as: pilots flight students Employees in the areas of handling, air freight or security checks. Among other things, the following are checked: identity Current and previous residential addresses Current and previous employment. Validity: 5 years The employer bears the costs of the examination.
Ansprechpunkt	
Zuständige Stelle	Authority for Economy and Innovation
Formulare	
Ursprungsportal	Behördenfinder Hamburg, Authority finder Hamburg (Currently this link is only available in german)