

99049001001002

Certificate of good conduct extended issue

Heruntergeladen am 24.06.2025

<https://fimportal.de/xzufi-services/S1000020010000005595/S100002>

Modul	Sachverhalt
Leistungsschlüssel	99049001001002
Leistungsbezeichnung I	Certificate of good conduct extended issue
Leistungsbezeichnung II	Apply for an extended certificate of good conduct
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">Certificate of good conduct, extended</div> , <div lang="en-x-mtfrom-de">Working with minors, certificate of good conduct</div> , <div lang="en-x-mtfrom-de">Extract from the federal central register</div> , <div lang="en-x-mtfrom-de">Make an appointment online, all customer centers</div>
Leistungstyp	
Leistungsgruppierung	

Modul	Sachverhalt
Verrichtungskennung	
SDG-Informationsbereich	
Lagen Portalverbund	
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	
Fachlich freigegeben durch	
Handlungsgrundlage	§§ 30 ff. Federal Central Register Act (BZRG) https://www.gesetze-im-internet.de/bzrg/_30a.htm
Teaser	For certain activities or occasions you need an extended certificate of good conduct. You can apply for this online at the Federal Office of Justice (https://www.fuehrungszeugnis.bund.de).
Volltext	An extended certificate of good conduct is required, for example, for activities in the field of child and youth work, care of adults with disabilities, professional or voluntary work in the areas of supervision, care, upbringing or training of minors as well as in areas involving contact with minors. If you require an extended certificate of good conduct, the place of employment, institution or authority will inform you of this. Certificates of good conduct can be requested from the residents' affairs office of both the primary and secondary residence. If the applicant does not live in Germany: Application can be made directly to the Federal Central Register in Bonn (Tel.: +49 228 99410-40) or via the German embassy abroad. Alternatively, you can now apply for your certificate of good conduct online. This online application service is offered exclusively by the Federal Office of Justice. The Hamburg Service locations cannot therefore provide any information or advice on online applications - neither by telephone nor in person.
Erforderliche Unterlagen	Federal identity card or passport Certificate according to § 30 a paragraph 2 of the Federal Central Register Act (BZRG). If this certificate is missing, no extended certificate of good conduct may be issued.

Modul	Sachverhalt
Voraussetzungen	Resident in Hamburg with main or secondary residence Completion of the 14th year of life Legal capacity
Kosten	Delivery: EUR 13.00 Additional fees apply for use abroad. The certificate of good conduct is free of charge when receiving social benefits. However, this only applies to the following social benefits: Unemployment Benefit II social care Child benefit surcharge according to § 6a of the Federal Child Benefit Act BAföG full-time foster positions A fee exemption for voluntary work and the FSJ is possible. Proof is mandatory.
Verfahrensablauf	<p>You can apply for all types of certificates of good conduct online, in person and - under certain conditions - in writing at a Hamburg location for residents' affairs. If you would like to apply for the certificate of good conduct online: Go to the website to apply for a certificate of good conduct and follow the instructions. As proof of identity, you need an electronic identity card, an electronic residence permit or an eID card, each with an activated PIN, a card reader, the AusweisApp2 and, if necessary, a digital capture device (e.g. scanner or digital camera) to upload proof. If you have forgotten your PIN, you can order a new one online at: https://www.pin-ruecksetzbrief-bestellen.de/ You will then receive the requested certificate of good conduct by mail. If the application is not successful, you will receive corresponding information either immediately online or subsequently. If you request a certificate of good conduct for submission to an authority, it will be sent directly to the authority. For a certificate of good conduct that contains entries, you can request that it be sent first to a district court of your choice so that you can view it there. You can then decide whether it should be forwarded to the authority or destroyed. If you would like to apply for the certificate of good conduct in person or in writing: You make an appointment in advance at a resident affairs location of your choice. Apply for a certificate of good conduct. You must prove your identity. This can be done with an official identification document. You may need to provide proof that you are a national of another EU</p>

Modul
Sachverhalt

Member State. The authority then forwards the application to the Federal Office of Justice. From abroad, the application can be submitted in writing – with officially confirmed personal data and signature – directly to the Federal Office of Justice. You will receive the requested certificate of good conduct by mail. If you request a certificate of good conduct for submission to an authority, it will be sent directly to the authority. If you suspect that the certificate of good conduct contains entries, you can request that it be sent first to a district court of your choice so that you can view it there. You can then decide whether it should be forwarded to the authority or destroyed.

Bearbeitungsdauer

The application in the Hamburg Service takes about 5 minutes. The processing time for this is simple and extended certificate of good conduct approx. 2 weeks
 European certificate of good conduct approx. 6 weeks

Frist

There is no deadline.

weiterführende Informationen

<https://serviceportal.hamburg.de/HamburgGateway/FV/P/FV/Bezirke/DigiTermin/Dsgvo>
<https://serviceportal.hamburg.de/HamburgGateway/FV/P/FV/Bezirke/DigiTermin/Behoerde/Auswahl?mandantId=1>
<https://www.fuehrungszeugnis.bund.de/>
<https://www.fuehrungszeugnis.bund.de/>
<https://www.hamburg.de/hamburgservice/standorte/>
<https://www.hamburg.de/kundenzentren/>

Hinweise

Employment offices, institutions or authorities that require the extended certificate of good conduct for a desired employment issue the applicant with a certificate confirming that the requirements of Section 30a of the Federal Central Register Act (BZRG) are met. If this declaration is missing, no extended certificate of good conduct may be applied for. In addition, it must be certified that the activity is carried out in an area covered by § 30 a BZRG. The certificate is always sent to the registered address of the place of residence for which it was requested. When used for submission to an authority, it is sent directly to the authority. People without a permanent address or the homeless should contact the Hamburg Service Hamburg-Mitte.

Modul	Sachverhalt
Rechtsbehelf	Complaints about the certificate of good conduct and other applications that are to be rejected by means of a decision in the form of a judicial administrative act can be contested with an application for a court decision in accordance with Section 23 of the Introductory Act to the Courts Constitution Act (EGGVG). Section 22 of the law on costs in matters relating to the administration of justice (Justice Administration Costs Act - JVKostG) applies to the rejection of an application for exemption from fees.
Kurztext	
Ansprechpunkt	<p>If you want to find out exactly who is responsible for your request, please follow the link to</p> <p>Authority finder Hamburg</p>
Zuständige Stelle	Hamburg services
Formulare	
Ursprungsportal	Behördenfinder Hamburg, Authority finder Hamburg (Currently this link is only available in german)