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Security guard business - register security guards

If you want to employ security guards in your security company or want to assign people to manage the company or a branch, you must register them **exclusively online** before starting employment via the guard register of the Federal Statistical Office (Statistisches Bundesamt or Destatis).

If security guards or persons with managerial activities leave the security company or if the data or tasks of these persons change, this must also be reported online via the guard register.

The obligation to report security guards and persons who are responsible for the management of the company or branch also applies to security companies that hire these persons or hire them by way of temporary workers.

Procedure

1. You must register your security company at the Federal Statistical Office (Statistisches Bundesamt or Destatis) in the guard register.
2. After successful registration you can log in with your user data.
3. The responsible residence authority then checks the reliability and qualifications of the registered persons. You may employ these persons with security tasks or management activities only after official confirmation of their reliability.

Prerequisites

- **Reliability of the security guard, the manager of the business, the head of the branch office**

Only persons who are reliable may be employed for security guard duties.

- **Expert knowledge**

(<https://www.ihk.de/berlin/pruefungen-lehrgaenge/informationen-zum-bewac-hungsgewerbe/sachkundepruefung-nach-34-a-der-gewerbeordnung-2265212>)

Proof of instruction from an Chamber of Industry and Commerce for conventional guarding activities, proof of expert knowledge examination from an Chamber of Industry and Commerce for special guarding activities or a comparable recognised professional qualification, persons who are commissioned as company managers or with the management of branch offices require a proof of expert knowledge.

Documents required

- **Register security guards (register in the Security Guard Register)**
only online processing possible
- **Certificate of instruction from the Chamber of Industry and Commerce (Industrie- und Handelskammer or IHK) for employees or other recognised certificates**
(<https://service.berlin.de/dienstleistung/330171/>)

sufficient for standard security guarding activities

- **Proof of having passed the expert examination at the Chamber of Industry and Commerce (Industrie- und Handelskammer or IHK) or other recognised proofs**

(<https://service.berlin.de/dienstleistung/330153/en/>)

is only required for the following activities:

- patrols in public traffic areas or in areas of house rights with actual public traffic
- protection against shoplifters
- security in the entrance area of discotheques in the hospitality industry (bouncers),
- as far as in a leading function: security of accommodation for asylum seekers and refugees or security of access-protected major events

Fees

EUR 50.00 to EUR 350.00 per registered security guard (framework fee)

Legal basis

- **Trade Regulation (Gewerbeordnung or GewO) § 34a**
(https://www.gesetze-im-internet.de/gewo/_34a.html)
- **Ordinance on the Security Guarding Business (Bewachungsverordnung or BewachV) § 16**
(https://www.gesetze-im-internet.de/bewachv_2019/_16.html)
- **Schedule of Administrative Fees (Verwaltungsgebührenordnung (VGebO))**
(<https://gesetze.berlin.de/perma?d=jlr-VwGebOBE2009V11Anlage>)

Average time to process request

4 weeks, provided that no further examination is required

More information

- **Information on the guard register from the Federal Statistical Office (Statistisches Bundesamt or Destatis)**
(https://www.bewacherregister.de/bwrweb/DE/Home/_inhalt.html)
- **Instructions for commercial enterprises from the Federal Statistical Office (Statistisches Bundesamt or Destatis)**
(https://www.bewacherregister.de/bwrweb/DE/Gewerbebetriebe/_inhalt.html)
- **Information by the Berlin Chamber of Commerce and Industry (Industrie- und Handelskammer or IHK) regarding the security guarding business**
(<https://www.ihk.de/berlin/service-und-beratung/existenzgruendung/informationsangebote/brancheninformation/bewachungsgewerbe-2279246>)
- **Security guarding business - register for the expert knowledge examination**
(<https://service.berlin.de/dienstleistung/330153/en/>)
- **Security guarding business - register for proof of instruction**
(<https://service.berlin.de/dienstleistung/330171/>)
- **Information about privacy**

(https://www.berlin.de/formularverzeichnis/?formular=/ordnungsamt/stehendes-gewerbe/_assets/merkblatt-dsgv.pdf)

Responsible authorities

The security guards and persons who are commissioned as managers or with the management of branches are to be registered **exclusively online** via the security guards register of the Federal Statistical Office (Statistisches Bundesamt or Destatis).

- Public Order Office

The responsible residence authority then checks the reliability and qualifications of the registered persons. If you live in Berlin, this is the regulatory office in whose district the person lives.

Link to online processing

https://www.bewacherregister.de/auth/realms/destatis/login-actions/authenticate?client_id=portal&tab_id=-bqtZuS85Gs