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# Industrie- und Handelskammer zu Berlin

Industrie- und Handelskammer zu Berlin

## Address

Fasanenstraße 85  
10623 Berlin

## Contact

Telephone: (030) 31510-0  
Fax: (030) 31510-166  
Internet: <https://www.ihk-berlin.de/>  
E-mail: [service@berlin.ihk.de](mailto:service@berlin.ihk.de)

## Barrier-free access



[Explanation of symbols \(https://service.berlin.de/hinweise/artikel.2699.php\)](https://service.berlin.de/hinweise/artikel.2699.php)

## Opening hours

Monday: 08:00-17:00 Uhr  
Tuesday: 08:00-17:00 Uhr  
Wednesday: 08:00-17:00 Uhr  
Thursday: 08:00-17:00 Uhr  
Friday: 08:00-16:00 Uhr

## Transportation links

### S-Bahn

0.2km [S+U Zoologischer Garten Bhf](#)

S3, S5, S7, S75, S9

0.7km [S Savignyplatz](#)

S3, S5, S7, S75, S9

1km [S Tiergarten](#)

S3, S5, S7, S75, S9

### U-Bahn

0.3km [S+U Zoologischer Garten Bhf](#)

U9, U2

0.5km [U Kurfürstendamm](#)

U1, U9

0.5km [U Uhlandstr.](#)

U1

0.7km [U Ernst-Reuter-Platz](#)

U2

0.9km [U Augsburg Str.](#)

U3

 **Bus**

0.2km [S+U Zoologischer Garten/Jebensstr.](#)

245, M45, M49, 100, 200, N2, N9

0.2km [Theater des Westens](#)

M49, X34

0.2km [Uhlandstr./Kantstr.](#)

M49, X34

0.3km [Steinplatz](#)

245, M45, N2

0.3km [S+U Zoologischer Garten Bhf](#)

109, 110, N10, X10, N7X, M49, N9, X34, 249, N26, RE7, 100, 200, 204,  
245, M45, M46, N1, N2, S7, S3, S7A, S7B

 **Train**

0.3km [S+U Zoologischer Garten Bhf](#)

RB23, RE2, ILA

## Payment options

Barzahlung

Girocard (mit PIN)

# Security guarding business - register for proof of instruction

You must provide proof of training in the security guarding business if you are employed and take on security guarding tasks in the security guarding business on your own responsibility. You will then also be entered in the Security Guard Register. The certificate of instruction is valid for an unlimited period.

The training takes place at the Chamber of Industry and Commerce (Industrie- und Handelskammer or IHK) and comprises at least 40 hours of instruction, during which you must be present without absences.

- Among other things, you will be taught your legal rights and duties as a security guard as well as techniques for dealing with people in conflict situations.
- The course is taught in German, so you should have at least B1-level language skills.
- After the training, you will have to answer written and oral comprehension questions on the contents in order to receive the certificate. With the certificate, you will also be entered in the guard register.
- If you have a qualification in a relevant training occupation, for example as a specialist for protection and security, you do not have to prove that you have completed the training.

## Procedure

The guarding training is carried out and certified by the Chamber of Industry and Commerce.

1. Registration for the guarding instruction at an Chamber of Industry and Commerce (IHK).
2. The training is carried out by the Chamber of Industry and Commerce, is oral and lasts approx. 40 hours.
3. The certificate is also transferred to the Security Guard Register.

## expert knowledge examination

To open a guarding company or to work in certain areas, such as refugee accommodation, in discotheques or other public places, you have to take the more extensive expert knowledge examination for the security guarding trade.

## Prerequisites

- **Appearance in person**  
You must attend the instruction in person.
- **Observe registration deadline**

## Documents required

- **Registration for the instruction for the security guarding trade**  
Only online possible  
You must register for this on the Chamber of Industry and Commerce (IHK) Berlin' s registration portal.

- **ID card with photo for identification at the examination**

## **Fees**

EUR 370.00

## **Legal basis**

- **Trade Regulation (Gewerbeordnung or GewO) § 34a sec. 1a No. 2**  
([https://www.gesetze-im-internet.de/gewo/\\_\\_34a.html](https://www.gesetze-im-internet.de/gewo/__34a.html))
- **Ordinance on the Security Guarding Business (Verordnung über das Bewachungsgewerbe or BewachV) §§ 4-8**  
([https://www.gesetze-im-internet.de/bewachv\\_2019/BJNR069200019.html#BJNR069200019BJNG000200000](https://www.gesetze-im-internet.de/bewachv_2019/BJNR069200019.html#BJNR069200019BJNG000200000))
- **Fee schedule of the Chamber of Industry and Commerce (Section C.4.1)**  
(<https://www.ihk.de/blueprint/servlet/resource/blob/2256952/9289dfb239a0167a27d5a6159523ee4a/ihk-gebuehrenordnung-data.pdf>)

## **Average time to process request**

The certificate will be immediately handed out or sent to you within a few days.

## **More information**

- **Information on the instruction of the Berlin Chamber of Industry and Commerce (IHK)**  
(<https://www.ihk.de/berlin/pruefungen-lehrgaenge/unterrichtungen/unterrichtung-fuer-arbeitnehmer-34a-gewo-2265218>)
- **Security guard business - apply for a permit**  
(<https://service.berlin.de/dienstleistung/124508/en/>)
- **Security guard business - register security guards**  
(<https://service.berlin.de/dienstleistung/327781/en/>)
- **Security guarding business - register for the expert knowledge examination**  
(<https://service.berlin.de/dienstleistung/330153/en/>)

## **Average time to process request**

<https://apps.ihk-berlin.de/tibrosVD/suche.jsp?stichwort=bewachung&search=Suche+starten>