

Application for initiation of the background check (ZVÜ)

Important information regarding the application

1. General information

Any access to the Airport's designated areas requires the consent of Fraport AG, given by the issuance of Airport and Vehicle ID Cards. An ID Card is required for every person working at Frankfurt Airport, as well as every vehicle operated at the Airport. As a rule, only one ID Card is issued to each individual and vehicle. The responsibility for timely applications or renewals rests with the applicant.

2. According to Section 7, Paragraph 2, Sentence 3, of the German Aviation Security Act (LuftSiG - Luftsicherheitsgesetz), applicants must be provided with the following information concerning background checks:

The competent aviation authority is the Frankfurt Police Department. Information is collected, processed, and used for purposes of background checks. The application as well as the relevant informations regarding the reliability check will be provided to the Police Headquarters Frankfurt am Main through secure channels.

The following agencies and authorities may be involved in performing background checks: police departments and intelligence services of each German state, the Federal Criminal Police Office, Customs Investigation Bureau, Bundesamt für Verfassungsschutz (federal intelligence service), Bundesnachrichtendienst (foreign intelligence service), Military Counter-Intelligence Service, Federal Commissioner for the Records of the State Security Service of the Former German Democratic Republic, Central Criminal Registry, Foreign Criminal Registry, foreigner registration offices, airport operators, air carriers, current employer, and law enforcement agencies. If there are any concerns, the aviation authority can request that applicants themselves provide additional information, if need be submitting records from previous countries of residence. The aviation authority will notify the data subject, his or her current employer, the airport operator, air carrier, or air navigation company, as well as any federal or state police departments or intelligence services of the results of the background check. The findings on which the results are based may not be shared with the current employer. Other information may be shared with the current employer, provided it is required to conduct court proceedings in connection with a background check.

Under section 18 of the LuftSiG, any individual deliberately or negligently making false statements in violation of Section 7, para. 5, sentence 3, of the LuftSiG is committing an offense. Such offenses are punishable with a fine of up to 10,000 euros.

3. Contact

ServiceCenter Airport ID cards
Fraport AG
60547 Frankfurt am Main
Phone: 069 690 71110
E-Mail: Flughafenausweise@fraport.de
Website: www.fraport.com/flughafenausweise

Police Headquarters Frankfurt am Main
Adickesallee 70
60322 Frankfurt am Main
Phone: 069 755 65007 or 65008
E-Mail: v5.ppffm@polizei.hessen.de

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Applicant's Statements

Part A - Personal data

I know that:

- My personal data provided by Fraport AG for this application will be electronically processed. The information of the persons concerned according to articles 13, 14 DS-GVO (General Data Protection Regulation [GDPR]) is available under: <https://www.fraport.com/en/our-group/data-protection-statement.html>

I hereby affirm the following:

- The Airport ID Card will be used by me only, and only for official purposes related to the assigned task.
- I will store the Airport ID Card in a safe place, and will report any suspected or actual loss immediately to the Fraport AG's Safety & Security Control Center (Tel: 069 690-22222).
- Technologically secured access points opened using my ID Card will only be traversed by me alone.
- ID Cards are the property of Fraport AG. As such, they must be returned to the owner immediately when they are no longer valid or other (e.g. lack of training or background checks) conditions for possessing one are no longer met.
- I understand and acknowledge both the Airport User and the ID Card Regulations.

Under Section 18, in conjunction with Section 10 of the German Aviation Security Act (LuftSiG), any individual using an (Airport) ID Card in the following manner is committing an offense:

- Deliberately or negligently failing to wear the Airport ID Card visibly when in restricted areas.
- Lending or allowing a third party to use the ID Card.
- Failing to return the ID Card in a timely manner, or not returning it at all.
- Failing to report the loss of the ID Card in a timely manner, or not reporting the loss at all.
- Using the card to gain unauthorized access to restricted areas for oneself or a third party.

To enable prosecution of such offenses, the necessary information may be shared with the competent authorities. Such offenses are punishable with a fine of up to 10,000 Euros.

I hereby agree that:

- I will be subjected to a background check on the basis of Section 7 of the German Aviation Security Act (LuftSiG – Luftverkehrssicherheitsgesetz).
- For the purpose of the background check my personal data will be forwarded to the responsible aviation security authority, Police Headquarters Frankfurt am Main, processed and stored. A data comparison is carried out on the basis of the copy of my identity card or passport forwarded by me (see below).
In individual cases, this may be requested by the Aviation Security Authority of Hesse. This copy of the valid EU ID card or passport will be destroyed in the area of responsibility of Fraport AG at the latest after notification of the results of the background check.
- For the purpose of recertification, my information can be submitted to the relevant aviation authority, can be processed and stored electronically without additional consent.
- The agencies and authorities involved in accordance with Section 7, Paragraph 2, Sentence 3, of the LuftSiG will share any findings relevant to security with the competent aviation authority.
- The Aviation Authority will obtain information from law enforcement agencies if there are any concerns regarding my trustworthiness.

In addition, attached to the application:

- A copy of an EU ID card or a Passport
- A certificate of exemption from criminal proceedings
This is only required in case of residence abroad within the last 5 years for more than 6 month (independent from the registered address). The certificate of exemption from criminal proceedings must be submitted in English or with a certified translation in German (not older than 6 month). For the most EU citizens, the submission of the European Certificate of Good Conduct is possible as an alternative.
- Continuous proof of occupation for the last 5 years are to be given.
Proof of occupation can be:
Employment contracts, employment certificates, social insurance certificates, Business registrations, proof of education, any certificates, certificate of obtained qualifications, proof of unemployment, in the case of longer trips, a copy of the passport with the appropriate visa/approval can also be submitted, retirement certificate, certificate of study or certificate of military service.
Self-written (oath) declarations is not a suitable proof.

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Part B - Data of applicant company

The company submitting the application affirms that:

- The information provided by the applicant is complete and matches what found on his or her personal identity document as indicated above.

The company submitting the application confirms that:

- The applicant possesses any required work and/or residence permits. These documents must be presented to the Airport ID Card Service Center (SCF) of Fraport AG upon request.
- The company submitting the application confirms that it will bear the cost of processing the application according to the specifications (see the applicable price list at www.fraport.com/flughafenausweise). It will notify the Airport ID Card Service Center (SCF) of Fraport AG if the company's employment relationship with the holder of the ID Card terminates, the individual is no longer employed at the airport, or if the employee no longer meets the requirements for possessing the ID Card.

The individual signing below is authorized to sign on behalf of the named company. The Airport ID Card Service Center (SCF) of Fraport AG has a specimen signature on file. The Airport ID Card Service Center (SCF) of Fraport AG has a declaration of commitment containing current company information on file. A signature is not required if the ID card application has been submitted via Webportal. The work at Frankfurt Airport has been approved by Fraport AG. For outstanding payments, Fraport AG reserves the right to block valid IDs of the company.