

Engineering Act Saxony-Anhalt (IngG LSA).

Saxony-Anhalt state law

Titel: Engineering Act Saxony-Anhalt (IngG LSA).**Legislator:** Saxony-Anhalt**Official abbreviation:** IngG LSA**Classification No.:** 702.12**Type:** Law**Engineering Act Saxony-Anhalt (IngG LSA). ***

From 22 January 2009 (GVBl. LSA S. 6)

Last amended by Article 3 of the Act of 23 September 2020 (GVBl. LSA S. 541)

The Parliament of Saxony-Anhalt has passed the following law, which is hereby executed after countersignature and is to be announced:

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This Act serves to implement Directive 2005/36/EC of the European Parliament and of the Council of 7 September 2005 on the recognition of professional qualifications (OJ EU No. L 255 p. 22, OJ EU 2007 No. L 271 p. 18, OJ EU 2008 No. L 93 p. 28), last amended by Regulation (EC) No. 755/2008 of 31 July 2008 (OJ EU No. L 205 p. 10) and Directive 2006/123/EC of the European Parliament and of the Council of 12 December 2006 on services in the internal market (OJ L 376, 27.12.2006, p. 36).

(1) *Red. Anm.*:

The table of contents was editorially adjusted.

Informal translation of the German original without guarantee for correctness and validity - application in English language will not be accepted by the Chamber!

Regulations of the Specialist Engineers of the Chamber of Engineers Saxony-Anhalt

§ 1 Fundamentals

- (1) Specialist engineers of the Saxony-Anhalt Chamber of Engineers must be a member or pro-forma member of the Saxony-Anhalt Chamber of Engineers. This is the only way to ensure compliance with the professional duties according to § 33 IngG LSA by the specialist engineers and their control in the interest of public safety and order as well as special trust according to these regulations.
- (2) Engineering education is a broad-based education in technical and scientific fields of various industrial and economic sectors (e.g. civil engineer, electrical engineer, etc.). Technical development in all branches of industry requires more specialisation by specialist engineers. The need for specialist engineers arises from two areas of requirements, professional policy and market-relevant requirements.
- (3) The professional policy requirements result from:
 - the "Europäischen Berufsanerkennungsrichtlinie" (BARL), which regulates the professional qualification "engineer" with the opening of the European market,
 - the Bologna Process, which prescribes new degrees that must be reflected in the professional title in a comparable manner relevant to the market,
 - the European and German Qualifications Framework Directives (EQF and DQR respectively), which make qualifications after vocational training (topic: lifelong learning) comparable across Europe, taking into account the regional characteristics (e.g. qualification as a specialist engineer) of the individual states and the "Musteringenieurgesetz" (Model Engineer Act, MusterIngG) of the Federal Chamber of Engineers, which has thus introduced the professional title of "specialist engineer" on these bases on the voluntary basis of chamber members.
- (4) The market-relevant requirements result from:
 - the rapid progress of science and technology, which requires ever higher specialisation of knowledge in certain areas,
 - the demand of the market for specialists who ensure a rapid implementation of the latest state of science and technology
 - the implementation of specific knowledge and practical experience to guarantee quality and consumer protection.

§ 2 Definition

- (1) Specialist engineers of the Saxony-Anhalt Chamber of Engineers are engineers,
 - who are entitled to use the professional title "engineer" in accordance with the Engineering Act of Saxony-Anhalt (IngG LSA),
 - possess special theoretical knowledge in a subject area through profession-specific qualification and further training, which considerably exceeds what is taught through basic vocational training (§ 5 Para. 2) and
 - can provide evidence of practical experience in the profession (Article 5(3))
 - who have had the professional title "Specialist Engineer ... of the Saxony-Anhalt Chamber of Engineers" confirmed after application to the competent Saxony-Anhalt Chamber of Engineers.

- (2) Specialist engineers of the Saxony-Anhalt Chamber of Engineers thus demonstrate special expertise in a specific field, which can be documented as a quality feature to clients and consumers by using the professional title "Specialist Engineer ... of the Saxony-Anhalt Chamber of Engineers".

§ 3 Establishment of lists of specialist engineers of the Saxony-Anhalt Chamber of Engineers

- (1) For reasons of public safety and order, lists are kept at the Chamber of Engineers of Saxony-Anhalt for the purpose of examining and providing evidence of special theoretical knowledge and professional practical experience of specialist engineers.
- (2) The registration of engineers in a list of specialist engineers and the associated entitlement to use the professional title "Specialist engineer ... of the Saxony-Anhalt Chamber of Engineers" shall be on a voluntary basis and shall serve to document the special qualification of the engineer and to demonstrate a special performance profile in the interest of consumer protection.
- (3) The lists of specialist engineers of the Saxony-Anhalt Chamber of Engineers are published by the Saxony-Anhalt Chamber of Engineers on its homepage www.ing-net.de.

§ 4 Subject areas

- (1) The executive board of the Saxony-Anhalt Chamber of Engineers draws up a nomenclature for the designation of the lists of specialist engineers. The nomenclature shall reflect the designations of the specialist fields ("Specialist Engineer ... of the Chamber of Engineers of Saxony-Anhalt").
- (2) Engineers may apply for the inclusion of new fields of expertise in the nomenclature of fields of expertise for specialist engineers of the Saxony-Anhalt Chamber of Engineers to the board of the Saxony-Anhalt Chamber of Engineers. There must be a justified need for the inclusion of a subject area in the nomenclature. If such a need cannot be established after examination at the Chamber of Engineers of Saxony-Anhalt, the application for the extension of the nomenclature may be rejected.
- (3) Applications by engineers for entry in the list of specialist engineers of a particular field shall be examined with regard to classification in the existing nomenclature of fields.

§ 5 Registration requirements

- (1) The use of the professional title "Specialist Engineer ... of the Chamber of Engineers of Saxony-Anhalt" requires that
 - a) the professional title of engineer in accordance with § 2 IngG LSA can be used and

- b) special theoretical knowledge and practical experience are demonstrated in a subject area in accordance with paragraphs 2 and 3 below; and
- c) a membership or pro-forma membership (within the meaning of the Saxony-Anhalt Engineering Act and its contribution regulations) in the Chamber of Engineers exists.

(2) Special theoretical knowledge can be demonstrated via:

- a) Qualifications of higher education institutions, such as
 - Academic degrees Dipl.-Ing. and Dipl.-Ing. (FH)
 - Master-Degree (at least 300 Credits),
 - Bachelor-Degree (at least 180 Credits),
 - Certificates of accredited supplementary and further education courses of recognised universities, colleges and universities of applied sciences (at least 30 Credits).
- b) Special qualifications of chambers of engineers, such as
 - Certificates on the already acquired professional title of specialist engineer from the chambers of engineers and their further education academies,
 - Certificates of corresponding subject-specific courses of the chambers of engineers and their further education academies with adequate designations
- c) Special qualifications of other engineering associations, societies and associations and other further education providers, such as
 - Certificates on the already obtained professional title of specialist engineer of these institutions
 - Certificates of corresponding specialist further training measures with adequate designations (e.g. specialist planner, etc.).

The academic degrees Dipl.-Ing. and Dipl.-Ing. (FH) are included in the proof of special theoretical knowledge with 240 credits.

The special knowledge according to Para. 2 lit. a) to c) must originate from the specific field for which the designation ("Specialist Engineer ... of the Chamber of Engineers of Saxony-Anhalt" is applied for.

The qualifications according to par. 2 lit. a) to c) can be combined to prove the special theoretical knowledge.

(3) Proof of special practical experience requires the following duration of practical activity in the specific subject area:

- 180 to < 210 credits: 5 years (ex.: Bachelor)
- 210 to < 240 credits: 4 years (ex.: Bachelor and further certificate)
- 240 to < 270 credits: 3 years (ex.: Dipl. Ing., Dipl.-Ing. (FH))
- 270 to < 300 credits: 2 years (ex.: Dipl.-Ing. (FH) and further certificate)
- 300 credits and more: 1 year (ex.: Master).

Practical semesters are counted as practical work.

- (4) The assessment of the special theoretical knowledge in credits is carried out by the Saxony-Anhalt Chamber of Engineers, insofar as this is not evident from the qualification itself. **The credit system of the universities in Saxony-Anhalt is recognised.**
- (5) In order to ensure that theoretical knowledge in the subject area is up to date, certificates, attestations according to 2. b) to c) to be submitted must not be older than 5 years.

§ 6 Applications

- (1) Applications for registration in the lists of specialist engineers of the Saxony-Anhalt Chamber of Engineers are only valid with the corresponding application form including attachments.
- (2) Original applications must be submitted to the office of the Saxony-Anhalt Chamber of Engineers.
- (3) (3) Engineers may be registered in several professional lists upon proof of the corresponding registration requirements according to § 5.

§ 7 Procedure

- (1) (1) The entry in the list of specialist engineers shall be made on application.
- (2) The Saxony-Anhalt Chamber of Engineers is responsible for the certificate to use the professional title "Specialist Engineer ... of the Saxony-Anhalt Chamber of Engineers". The recognition of the qualifications / certificates according to § 5 Para. 2 lit a) to c) as a prerequisite for registration is checked and determined accordingly by the Saxony-Anhalt Chamber of Engineers.
- (3) If incomplete or insufficient documents are submitted with the application, one-off documents / information can be requested.
- (4) If the Chamber of Engineers of Saxony-Anhalt cannot recognise any special expertise or professional qualification from the documents submitted by the applicants, registration is to be refused.
- (5) Registration in the list of specialist engineers is limited to a period of five years and can be extended thereafter for a further five years. An extension shall be granted upon application, which must be submitted to the office of the Saxony-Anhalt Chamber of Engineers at least three months before the expiry of the registration period.
- (6) With the application for the extension of the registration in the list of specialist engineers of the Chamber of Engineers Saxony-Anhalt, at least **10 hours per year of further education and training in the applied-for specialist field in accredited further education units must be proven.**
- (7) Engineers who have been entered in the lists of specialist engineers of the Saxony-Anhalt Chamber of Engineers can use the professional title "Specialist Engineer ... of the Saxony-Anhalt Chamber of Engineers".

§ 8 Obligation of the Chamber

- (1) Die Ingenieurkammer Sachsen-Anhalt führt, aktualisiert und veröffentlicht die Listen der Fachingenieure der Ingenieurkammer Sachsen-Anhalt.
- (2) The Saxony-Anhalt Chamber of Engineers issues the engineer a certificate of admission to the list of specialist engineers of the Saxony-Anhalt Chamber of Engineers.

§ 9 Termination / cancellation of registration

- (1) Registration in the list of specialist engineers of the Saxony-Anhalt Chamber of Engineers is terminated if
 - the time limit for the temporary registration has expired and no application for renewal has been submitted, or such an application has been rejected,
 - proof of further training is not provided at the time of renewal.
- (2) Cancellation from the list of specialist engineers of the Saxony-Anhalt Chamber of Engineers takes place if,
 - the registered person is deceased,
 - the registered person requests it,
 - the registration fee and/or list maintenance fee could not be recovered despite enforcement,
 - the requirements for registration are no longer met.
- (3) The registered person is informed in writing about termination / deletion.
- (4) After cancellation from the list of specialists, the engineer may no longer use the designation " Specialist Engineer ... of the Saxony-Anhalt Chamber of Engineers"..

§ 10 Transfer and publication of data

- (1) The data for the lists of specialist engineers of the Saxony-Anhalt Chamber of Engineers are administered in electronic form at the Saxony-Anhalt Chamber of Engineers. The lists are made available as print version and online version.
- (2) The following are published in the lists of specialist engineers of the Chamber of Engineers of Saxony-Anhalt: surname, first name, academic degree, postal address, communication details, field of specialisation / subject area.
- (3) (3) The members of the Chamber included in the lists agree to the publication of the lists in the aforementioned form.

§ 11 Fees

For registration and listing in the list of specialist engineers of the Saxony-Anhalt Chamber of Engineers, a fee is payable in accordance with point 9 of the Fee and Expense Regulations of the Saxony-Anhalt Chamber of Engineers.

§ 12 Entry into force

These Rules shall enter into force on the day of their publication.

Adopted by the Representatives' Meeting on 25.06.2013.

Issued on 25.06.2013



Dipl.-Ing. Jörg Herrmann

President of the Chamber of Engineers of Saxony-Anhalt

Annex: Nomenclature for the designation of Specialist fields

Informal translation of the German
original without guarantee for correctness and
validity - applications in English language
will not be accepted by the Chamber!

Attachment

Nomenclature for the designation of specialist fields

The board of the Chamber of Engineers of Saxony-Anhalt decided on the following nomenclature for the designation of the specialist fields on 11.05.2015 and amended it as of 06.05.2019:

- Specialist engineer for occupational health and safety of the Saxony-Anhalt Chamber of Engineers
- Specialist Engineer for BIM of the Chamber of Engineers Saxony-Anhalt
- Specialist Engineer for Energy of the Chamber of Engineers Saxony-Anhalt
- Specialist Engineer for Geotechnics of the Chamber of Engineers Saxony-Anhalt
- Specialist Engineer for Membrane Structures of the Chamber of Engineers Saxony-Anhalt
- Specialist Engineer for Welding Technology of the Chamber of Engineers Saxony-Anhalt

Informal translation of the German text into English and original without guarantee for correctness and validity - applications in English language will not be accepted by the Chamber

Enclosure 1

Application for registration on the list of members

The application must be accompanied by the following documents:

1. officially certified copy/transcript of the award of the academic degree
2. officially certified copy/transcript of the complete examination certificate
3. professional career from the date of graduation as an engineer
4. proof of professional liability insurance in accordance with § 33 IngG LSA - Annex 6a/6b

Fees:

Examination of the prerequisites and entry in the list of members upon presentation of the certificate to use the "professional title of engineer". 160,00 EUR

Examination of the prerequisites and entry in the list of members without presentation of the certificate for the use of the "professional title of engineer". 300,00 EUR

Place, date

Signature

Informal translation of the German original without guarantee for correctness and validity - applications in English language will not be accepted by the Chamber!

Enclosure 2

Application for entry on the list of consulting engineers

The application must be accompanied by the following documents:

1. officially certified copy/transcript of the award of the academic degree
2. officially certified copy/transcript of the complete examination certificate
3. professional career from the time of graduation as an engineer
4. proof of 2 years' practical experience as an engineer
5. proof of professional liability insurance in accordance with § 33 IngG LSA - Annex 6a/6b
6. proof of personal responsibility and independence within the meaning of § 8 IngG LSA (e.g. shareholder agreement)

Since _____, I have been working independently and on my own responsibility in the sense of § 8 IngG LSA and will continue to work as an engineer in the future.

Note: Every consulting engineer of the Chamber of Engineers of Saxony-Anhalt is a compulsory member of the pension fund, provided that he or she has not yet reached the age of 62.

Fees:

Examination of the requirements and entry in the list of consulting engineers upon presentation of the certificate for the use of the "professional title of engineer".	200,00 EUR
Examination of the requirements and entry in the list of consulting engineers <u>without</u> presentation of the certificate for the use of the "professional title of engineer".	300,00 EUR
Transcription from Member to Consulting Engineer	200,00 EUR

Place, date

Signature

Enclosure 3

Application for entry in the list of engineers authorised to submit building documents

Entry in the list of engineers authorised to submit building documents in relation to membership in accordance with § 18 Para. 2 IngG LSA

The application must be accompanied by the following documents:

1. Officially certified copy/transcript of the award of the academic degree (degree in civil engineering or structural engineering).
2. Proof of 2 years of practical work in the field of design planning of buildings.
 - Originals or copies of building applications for at least two buildings with the associated independently prepared design plans with approval notes and the corresponding building permits from a period of at least two years (without specialist planning).
 - Certificates of the authorised architect or the authorised employer on the planning with regard to service phases 1-4 in accordance with § 33 HOAI. The certifying person must be able to confirm that the applicant has performed the relevant planning services under their supervision.
 - Completed and signed object list (see page 2)

Fees:

Examination of the prerequisites and registration in the list of engineers authorised to submit building documents in accordance with BauO LSA 300,00 EUR

Administrative fees for updates and annual list maintenance are covered by the Chamber fee for members of ICST.

Place, date

Signature

Reference list for the application for entry in the list of engineers authorised to submit building documents

Building planning (object details for services according to § 33 HOAI)

Name of the applicant:

Attachment No.	Name of the building project	Type*	Client	File number/building supervisory authority/date of approval	Name of design author authorised to submit building documents	Service phase 1 - 4	
						Yes <input type="checkbox"/>	No <input type="checkbox"/>
						Yes <input type="checkbox"/>	No <input type="checkbox"/>
						Yes <input type="checkbox"/>	No <input type="checkbox"/>
						Yes <input type="checkbox"/>	No <input type="checkbox"/>
						Yes <input type="checkbox"/>	No <input type="checkbox"/>
						Yes <input type="checkbox"/>	No <input type="checkbox"/>
						Yes <input type="checkbox"/>	No <input type="checkbox"/>

Place, date

Signature

The documents of the evidence to be attached should be numbered in the order in which they have been entered on the reference list.

*Please use the following abbreviations: NB = new building, UB = reconstruction, AB = Fitting, E = extension of the building

Enclosure 4

Application for entry in the list of persons authorised to provide evidence of stability

- I apply for registration in the List of Authorised Verifiers for Structural Safety LSA in connection with a membership according to § 18 Para. 2 Sentence 1 IngG LSA.
- I apply for entry in the list of persons authorised to provide evidence for structural stability LSA without membership pursuant to § 18 Para. 2 Sentence 2 IngG LSA (only members of the Chamber of Architects).

The application must be accompanied by the following documents:

1. Officially certified copy/transcript of the award of the academic degree (use of the professional title architect or engineer in the field of architecture, structural engineering or civil engineering)
2. Proof of at least 3 years of professional experience in the field of structural design (detailed proof based on three personally constructed objects - table p. 2 and brief description of further objects - table p. 3).
3. Proof of professional liability insurance in accordance with § 33 IngG LSA - Annex 6a/6b

Fees:

Examination of the prerequisites and entry in the list of persons authorised to provide evidence of stability in accordance with BauO LSA 300,00 EUR

Administrative fees for updates and annual list maintenance for non-members of the Chamber of Engineers Saxony-Anhalt 80,00 EUR

Administrative fees for updates and annual list maintenance are covered by the Chamber fee for members of ICST.

Place, date

Signature

Table - Objects in detail

Professional qualification	Object 1	Object 2	Object 3
Object description			
Client			
Completion (year)			
Processing time (months)			
Documents are created by me	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Project Manager	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Project Manager	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Project Manager
Structural analysis: Cover sheet Table of contents	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Preliminary remark, position plans	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Proof report is enclosed	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Classification of the building in accordance with § 2 Para. 3 No. 1-5 BauO LSA (Building classes)	<input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> S	<input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> S	<input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> S
Mainly buildings	<input type="checkbox"/> Solid construction <input type="checkbox"/> Steel construction <input type="checkbox"/> Wood construction	<input type="checkbox"/> Solid construction <input type="checkbox"/> Steel construction <input type="checkbox"/> Wood construction	<input type="checkbox"/> Solid construction <input type="checkbox"/> Steel construction <input type="checkbox"/> Wood construction
I have carried out the acceptance of load-bearing constructions myself.	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

set up by: _____

Place, date

Signature

Table - Object list/Reference list

(max. 10 Objects)

Object description	Location	Building-class / type	Year of completion	Client	Building permit number

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set up by: _____

Place, date

Signature

Enclosure 5

Application for entry in the register of companies with consulting engineers according to § 13 Engineering Act LSA

Address details:

Company name: _____

Street/house number: _____

Postcode / Place: _____

Phone/Fax: _____

E-Mail: _____

This address is:

- the head office
- branch office. The head office is located in _____.

Type of company (please mark with a cross):

Corporation:

- Limited liability company (GmbH)
- Public limited company (Aktiengesellschaft)
- Others: _____

Private company:

- Partnership under civil law (Gesellschaft bürgerlichen Rechts)
- Registered partnership (Partnerschaftsgesellschaft)
- Others: _____

Object of the company (with proof):

Share capital of the company (does not apply to Partnerschaftsgesellschaften):

Proof (shareholders' agreement, articles of association or similar):

Information on the managing directors (not applicable for partnership companies):

1. Name, first name: _____
Address: _____
Job title: _____
Membership in Chamber of Engineers: _____
Individual representation: <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Name, first name: _____
Address: _____
Job title: _____
Membership in Chamber of Engineers: _____
Individual representation: <input type="checkbox"/> Yes <input type="checkbox"/> No

The Company currently has more than two directors. These are listed as an annex on a separate supplementary sheet.

Information on the shareholders/partners:

1. Name, first name: _____
Address: _____
Job title: _____
Membership in Chamber of Engineers: _____
Share in capital: _____ Voting share: _____ (Not applicable for Partnerschaftsgesellschaften)

2.
Name, first name: _____
Address: _____
Job title: _____
Membership in Chamber of Engineers: _____
Share in capital: _____ Voting share: _____
(Not applicable for Partnerschaftsgesellschaften)

3.
Name, first name: _____
Address: _____
Job title: _____
Membership in Chamber of Engineers: _____
Share in capital: _____ Voting share: _____
(Not applicable for Partnerschaftsgesellschaften)

The company currently has more than three shareholders/partners. These are listed as an attachment on a separate supplementary sheet.

The application must be accompanied by the following documents:

- publicly certified copy of the shareholders' agreement or the articles of association Proof of
- application or entry in the commercial or partnership register
- Proof of the existence of a professional liability insurance policy in accordance with IngG LSA
- Proof of entitlement to use the title "Consulting Engineer" of the partners or owners (does not apply to members of the Chamber of Engineers of Saxony-Anhalt).

Declarations / proof (publicly certified copy):

I affirm that

1. The company has its registered office or branch office in Saxony-Anhalt or is predominantly active in Saxony-Anhalt.

2. The professional standards applicable to Consulting Engineers under the Engineering Act are observed by the Company.
3. Consulting engineers as shareholders and the professional affiliation of other shareholders holding at least one quarter of the capital and voting rights are identified in an appropriate manner.
4. The consulting engineers - also together with other freelance partners who can contribute to the purpose of the enterprise due to their professional training - hold at least half of the capital and the voting shares.
5. Capital shares in the company may not be held for the account of third parties and voting rights may not be exercised for or by third parties.
6. In the case of public limited companies (Aktiengesellschaften) and partnerships limited by shares (Kommanditgesellschaften), the shares are in the following:
Proof: _____.
7. The transfer of capital and business shares is subject to the consent of the company:
Proof: _____.
8. Changes to the memorandum and articles of association, the list of shareholders and the entry in the register by the company are notified to the Chamber of Engineers without delay.

Points 3 to 7 do not apply to partnership companies (Partnerschaftsgesellschaften).

Fees:

Examination of the requirements and entry in the register	300,00 EUR
Administrative fees for examination and annual list keeping for non-members of the Chamber of Engineers Saxony-Anhalt	80,00 EUR
Administrative fees for updates and annual list maintenance are covered for ICST members with the annual Chamber fee.	

Place, date

Signature of the authorised representative(s)

Enclosure 6

Notes on proof of professional liability insurance in accordance with § 33 IngG LSA

1.) Engineers who provide evidence of continuous professional liability insurance

- Minimum sum insured per insured event of 1.5 million euros for personal injury and 300,000 euros for property damage and financial loss.
- The insurer's annual maximum benefit for all losses caused in an insurance year must be at least three times the minimum sum insured
- 5-year extended liability period of the insurer after termination of the insurance contract
- Proof: 'Confirmation of insurance' form (confirmed by the insurance company)

2.) Engineers in the employment relationship:

- Engineers who perform professional engineering activities within the scope of their employment provide
- Proof is provided by the employer
- Minimum sums insured according to 1.) as a continuous annual insurance policy or conclusion of a property-related insurance policy in accordance with 2.)
- Proof: Form 'Declaration in lieu of an oath'
'Confirmation of insurance' form (confirmed by the insurance company)

3.) Engineers who occasionally exercise an engineering occupation:

- Property-related insurance with the minimum sums insured in accordance with 1.)
- Proof: Form 'Declaration in lieu of an oath'

4.) Engineers who do not exercise an engineering profession:

- Proof: Form 'Declaration in lieu of an oath'

The Saxony-Anhalt Chamber of Engineers may allow further exemptions from the insurance obligation in accordance with § 33 IngG in individual cases if it is evident that no activities involving risk are being carried out. If you have any questions, please contact the office!

Fees:

For members of the ICST, the examination fees, the administrative fees for updates and annual list management are covered by the chamber fee

For non-members of the ICST the following fees are charged:

Examination of the requirement and entry in the list	100,00 EUR
Administrative fees for updates and annual list maintenance	80,00 EUR

Enclosure 6a - Confirmation of insurance

Proof of professional liability insurance in accordance with § 33 IngG LSA

(Please have the insurance company confirm!)

Professional liability insurance no.: _____

Start of insurance: _____ noon 12 o'clock

End of insurance: _____ noon 12 o'clock

Scope: _____

Policyholder: _____

List number at the Chamber of Engineers Saxony-Anhalt: _____

Dear Ladies and Gentlemen,

We confirm that under the above mentioned insurance policy number a professional liability insurance in accordance with § 33 of the Engineering Act of the State of Saxony-Anhalt (IngG LSA) has been taken out in your capacity as an engineer within the scope of

- of an annual contract
- a property insurance policy for the property: _____

exists / has been completed.

The insurance relationship shall be renewed tacitly for one year upon expiry of the contract period and further from year to year unless notice of termination in text form is received by the other contracting party three months before the respective expiry. Does not apply to property insurance.

The sums insured per insured event shall not be less than

- Euro 1.500.000,00 for personal injury and
- Euro 300.000,00 for other damage (property damage and financial loss).

The insurer's total benefit for all insured events in an insurance year shall not be less than

- Euro 4.500.000,00 for personal injury and
- Euro 900.000,00 for other damage (property damage and financial loss).

The insurance cover is based on the General Insurance Conditions for Liability Insurance (AHB), the Special Conditions Risk Descriptions for Liability Insurance for Architects and Engineers (BBR), the Special Agreements and the statutory provisions. Reference is made to §117 Para. 2 VVG as a precautionary measure. The insurance cover includes violations committed between the beginning and the expiry of the contract, provided they are reported to the insurer no later than five years after the expiry of the contract.

Date

Stamp and signature of the insurance company

Enclosure 6b - Declaration in lieu of an oath

Exemptions from compulsory insurance pursuant to § 33 IngG LSA

I hereby declare,
(First name, family name)

.....
(Residential address)

for submission to the Saxony-Anhalt Chamber of Engineers the following in lieu of an oath
(please tick where applicable!):

1. Professional engineering activity as an **employee** (main activity **and** secondary activity)

1.1 a I have a main job as an engineer in an **employment** relationship with
.....
and provide evidence of continuous annual insurance in accordance with § 33 IngG LSA. (Have the employer's insurance company confirm this on the insurance confirmation form).

or

1.1 b I have a main job as an engineer in an **employment** relationship with
.....
and provide evidence of individual object insurance in accordance with § 33 IngG LSA.
(Have the employer's insurance company confirm the insurance confirmation form).

and

1.2 a Furthermore, I am engaged in a **secondary engineering activity** and take out individual property insurance for this in accordance with § 33 IngG LSA (proof will be submitted later!).

or

1.2 b I am also engaged in a **secondary engineering activity** and provide evidence of professional liability insurance in accordance with § 33 IngG LSA. (Have the insurance company confirm this on the insurance confirmation form).

or

1.2 c I do **not** pursue any engineering-related **secondary employment**.

2. I am occasionally engaged in professional engineering activities and take out **individual object insurance** for this purpose in accordance with § 33 IngG LSA. (Proof will be submitted later!)

3. I do **not** pursue any professional engineering activity.

I have been informed that the intentional submission of a false declaration in lieu of an oath is punishable by imprisonment of up to three years or fines in accordance with Section 156 of the German Criminal Code. At the same time, I assure that I will report any change in my professional status as well as any commencement of professional engineering activities and that I will then immediately provide evidence of the necessary insurance cover in accordance with § 33 IngG LSA.

.....
(Place)

.....
(Date)

.....
(Signature)

.....
(Member no. or list no.)

Enclosure 7

Application for entry in the register of publicly appointed and sworn experts

- After a **positively completed appointment procedure**, I apply for entry in the list of publicly appointed and sworn experts by the Saxony-Anhalt Chamber of Engineers in accordance with § 16 Para. 1 Sentence 1 No. 6 lit. g Saxony-Anhalt Engineering Act (IngG LSA).
- I agree to the simultaneous registration in the **Germany-wide expert database "svv.ihk.de"**.
- I apply for **entry in the list** of publicly appointed and sworn experts appointed by the Saxony-Anhalt Chamber of Engineers with **appointment by another appointing body**. (A copy of the appointment certificate of the other appointment body with details of the beginning and end of the public appointment must be enclosed with this application).

In accordance with the Saxony-Anhalt Engineering Act (IngG LSA) of 22.01.2009, all experts appointed and sworn in by the Saxony-Anhalt Chamber of Engineers are listed in the directory of publicly appointed and sworn experts of the Saxony-Anhalt Chamber of Engineers. Upon request, members of the Saxony-Anhalt Chamber of Engineers who have been publicly appointed and sworn in as experts by another appointing body may also be listed in the directory. With this form of publication, the Saxony-Anhalt Chamber of Engineers complies with the wishes of its chamber members who were not appointed by the Saxony-Anhalt Chamber of Engineers but have the same professional competence and expect an announcement through their chamber body.

Fees:

Entry in the register of publicly appointed and sworn experts as well as swearing in	200,00 EUR
Administrative fees for updates and annual list maintenance You will receive a separate cost notification for this each year.	60,00 EUR

Place, date

Signature

Enclosure 8

Application for entry in the list of Certified experts according to DIN ISO/IEC 17024

- I apply for registration in the list of certified experts according to DIN ISO/IEC 17024 of the Chamber of Engineers Saxony-Anhalt according to § 16 Para. 1 Sentence 1 No. 6 lit. i Engineering Law Saxony-Anhalt (IngG LSA) for the subject area:

- I confirm membership of the Saxony-Anhalt Chamber of Engineers under the membership number _____.

- I confirm that I have personally completed the certification process at the accredited certification body

The following documents must be enclosed with the application.

- a copy of the certificate according to DIN ISO/IEC 17024

Fees:

Examination of the requirements for registration and confirmation of the accredited certification body	150,00 EUR
Entry in the register of certified experts according to DIN EN ISO/IEC 17024 at the Chamber of Engineers Saxony-Anhalt	100,00 EUR
Administrative fees for updates and annual list maintenance	60,00 EUR

Place, date

Signature

Enclosure 9

Application for entry in the list of approved experts of the Saxony-Anhalt Chamber of Engineers

- After a **positively completed recognition procedure** as " Approved Expert of the Saxony-Anhalt Chamber of Engineers", I apply for entry in the list of approved experts of the Saxony-Anhalt Chamber of Engineers in accordance with § 16 Para. 1 Sentence 1 No. 6 lit. i Saxony-Anhalt Engineering Act (IngG LSA) for the subject area:

- I confirm membership of the Saxony-Anhalt Chamber of Engineers under the membership number:

Fees:

Examination of the prerequisites and registration in the list of " Approved Experts of the Saxony-Anhalt Chamber of Engineers" raised.	200,00 EUR
Administrative fees for updates and annual list maintenance	60,00 EUR

Place, date

Signature



Enclosure 10

Application for entry in the list of Specialist Engineers of the Chamber of Engineers Saxony-Anhalt

I apply for registration in the list " Specialist Engineers of the Chamber of Engineers Saxony-Anhalt" and the associated use of the professional title „Specialist engineer of the Saxony-Anhalt Chamber of Engineers“

- Occupational safety and health
- BIM
- Energie Geotechnics
- Membrane Structures
- Welding technology
- _____

I confirm that I am a member of the Chamber of Engineers of Saxony-Anhalt under the membership number _____

The application must be accompanied by the following documents:

Legal basis: § 5 of the Regulations for Professional Engineers of the Saxony-Anhalt Chamber of Engineers (see page 2).

1. Proof of academic degree according to § 5 (2) a (diploma, bachelor's or master's degree)
 - 1.1 In addition, certificates and accredited continuing education courses pursuant to § 5 (2) a (Bachelor's degree only)
2. Certificates according to § 5 (2) b/c
3. Proof of special practical experience / duration of activity in the specific field according to § 5 (3)

Fees:

Examination of the requirements and registration in the list of the "Specialist engineers of the Saxony-Anhalt Chamber of Engineers".	200,00 EUR
Administrative fees for updates and annual list maintenance	60,00 EUR

Place, date

Signature

Excerpt from the Regulations for Specialist Engineers of the Saxony-Anhalt Chamber of Engineers

...

§ 5 Registration requirements

- (1) The use of the professional title "Specialist Engineer ... of the Chamber of Engineers of Saxony-Anhalt" requires that
 - a) the professional title of engineer in accordance with § 2 IngG LSA can be used and
 - b) special theoretical knowledge and practical experience are demonstrated in a subject area in accordance with paragraphs 2 and 3 below; and
 - c) a membership or pro-forma membership (within the meaning of the Saxony-Anhalt Engineering Act and its contribution regulations) in the Chamber of Engineers exists.

- (2) Special theoretical knowledge can be demonstrated via:
 - a) Qualifications of higher education institutions, such as
 - Academic degrees Dipl.-Ing. and Dipl.-Ing. (FH)
 - Master-Degree (at least 300 Credits),
 - Bachelor-Degree (at least 180 Credits),
 - Certificates of accredited supplementary and further education courses of recognised universities, colleges and universities of applied sciences (at least 30 Credits).
 - b) Special qualifications of chambers of engineers, such as
 - Certificates on the already acquired professional title of specialist engineer from the chambers of engineers and their further education academies,
 - Certificates of corresponding subject-specific courses of the chambers of engineers and their further education academies with adequate designations
 - c) Special qualifications of other engineering associations, societies and -associations and other further education providers, such as
 - Certificates on the already obtained professional title of specialist engineer of these institutions
 - Certificates of corresponding specialist further training measures with adequate designations (e.g. specialist planner, etc.).

The academic degrees Dipl.-Ing. and Dipl.-Ing. (FH) are included in the proof of special theoretical knowledge with 240 credits.

The special knowledge according to Para. 2 lit. a) to c) must originate from the specific field for which the designation ("Specialist Engineer ... of the Chamber of Engineers of Saxony-Anhalt" is applied for.

The qualifications according to par. 2 lit. a) to c) can be combined to prove the special theoretical knowledge.

- (3) Proof of special practical experience requires the following duration of practical activity in the specific subject area:
 - 180 to < 210 credits: 5 years (ex.: Bachelor)
 - 210 to < 240 credits: 4 years (ex.: Bachelor and further certificate)
 - 240 to < 270 credits: 3 years (ex.: Dipl. Ing., Dipl.-Ing. (FH))
 - 270 to < 300 credits: 2 years (ex.: Dipl.-Ing. (FH) and further certificate)
 - 300 credits and more: 1 year (ex.: Master).

Practical semesters are counted as practical work.

- (1) The assessment of the special theoretical knowledge in credits is carried out by the Saxony-Anhalt Chamber of Engineers, insofar as this is not evident from the qualification itself. **The credit system of the universities in Saxony-Anhalt is recognised.**

- (2) In order to ensure that theoretical knowledge in the subject area is up to date, certificates, attestations according to 2. b) to c) to be submitted must not be older than 5 years.

Ingenieurkammer Sachsen-Anhalt
Körperschaft des öffentlichen Rechts

Hegelstr. 23, 39104 Magdeburg
Tel.: 0391 6288960, Fax: 0391 62889-99
E-Mail: info@ing-net.de, Internet: www.ing-net.de



Application for authorisation to use the professional title
„Engineer“
for foreign degrees

Personal data:

Ms Mr

Family name: _____ Birth name: _____

First name: _____

Date of birth: _____

Birthplace: _____ Country code: _____

Residential address:

Street/house number: _____

Postcode/Place: _____

Phone: _____

E-mail address (contact for questions): _____

E-mail address (invoice delivery - PDF format): _____

Information of the academic education:

1. Academic degree:

Name, place and country of the university/college:
.....

Name of the degree programme/subject:
.....

Duration of studies (from - to) / final examination on:
.....

The study programme has a standard period of study of:.....Semestern u.Creditpoints.

Awarded academic degree:
.....

2. Further academic degree (if available):

Name, place and country of the university/college:

.....

Name of the degree programme/subject:

.....

Duration of studies (from - to) / final examination on:

.....

The study programme has a standard period of study of:.....semesters andCreditpoints.

Awarded academic degree:

.....

3. Practical training during the study period (internships):

.....

.....

4. Topic of the scientific thesis(es):

.....

.....

The application must be accompanied by the following documents:

1. Officially certified copy/transcript of the certificate on the award of a degree or a professional title written in the original language in connection with the translation carried out in Germany*.
2. Officially certified copy/transcript of the full examination certificate written in the original language in connection with the translation carried out in Germany*.
3. Officially certified copy of the residence title/permit and/or/authorisation (third-country nationals)
4. Officially certified copy of identity card or passport (EU citizens)
5. Officially certified copy of the marriage certificate (only in case of name change)
6. Copy of proof of main residence or professional activity in Saxony-Anhalt (registration confirmation or employment contract)
7. Copy of proof of the German language skills required for the profession (at least B1 level)
8. Copy of professional career after graduation (curriculum vitae)

* Generally sworn, publicly appointed or generally authorised interpreters and translators can be found at www.justiz-dolmetscher.de.

Fees:

Examination of the requirements and certification of the "professional title of engineer for graduates of a foreign university

400,00 EUR

Declaration:

I confirm that I enclose the documents required for admission. With my signature, I confirm the authenticity of the documents submitted. Since my stay in the Federal Republic of Germany, I have not applied for authorisation to use the professional title "engineer" in any other federal state. I have been informed about the costs and duration of the application procedure and declare that I agree with them. I declare that the information provided in this application is true to the best of my knowledge and belief. I declare that I have not been prohibited from practising the profession of engineering or from engaging in self-employed engineering activities and that I have not been convicted of a professional felony or misdemeanour by a final court decision.

My attention has been drawn to the fact that personal and functional titles apply in both the masculine and feminine form in accordance with § 61 IngG LSA.

I agree that the personal data provided by me will be used exclusively for the purpose of contacting me or within the framework of the legally prescribed fulfilment of tasks of the Saxony-Anhalt Chamber of Engineers (e.g. invitations to further training and networking events, specialist lectures, etc.). Data will not be passed on to third parties that do not directly serve these purposes. I have taken note of further information on data protection of the Saxony-Anhalt Chamber of Engineers on the website www.ing-net.de.

Place, date

Signature

Informal translation of the German original without guarantee for correctness and validity - applications in English language will not be accepted by the Chamber.

Ingenieurkammer Sachsen-Anhalt
Körperschaft des öffentlichen Rechts

Hegelstr. 23, 39104 Magdeburg
Tel.: 0391 62889-60, Fax: 0391 62889-99
E-Mail: info@ing-net.de, Internet: www.ing-net.de



Application for authorisation to use the professional title
„Engineer“
for domestic / national degrees

Personal data:

Ms Mr

Family name: _____ Birth name: _____

First name: _____

Date of birth: _____

Birthplace: _____ Country code: _____

Residential address:

Street/house number: _____

Postcode/Place: _____

Phone: _____

E-mail address (contact for questions): _____

E-mail address (invoice delivery - PDF format): _____

Information of the academic education:

1. Academic degree:

Name, place and country of the university/college:

.....

Name of the degree programme/subject:

.....

Duration of studies (from - to) / final examination on:

.....

The study programme has a standard period of study of:.....Semestern u.Creditpoints.

Awarded academic degree:

.....

Informal translation of the German original without guarantee for correctness and validity. Applications in English language will not be accepted by the Chamber!

2. Further academic degree (if available):

Name, place and country of the university/college:

.....

... Name of the degree programme/subject:

.....

... Duration of studies (from - to) / final examination on:

.....

The study programme has a standard period of study of:.....semesters andCreditpoints.

Awarded academic degree:

.....

The application must be accompanied by the following documents:

1. Officially certified copies/transcripts of the award of the academic degree(s)
2. Officially certified copies/transcripts of the complete examination certificate(s)

Fees:

Examination of the prerequisites and certification of the "professional title of engineer for graduates of a German university" 300,00 EUR

Erklärung:

I confirm that I enclose the documents required for recognition. I confirm the authenticity of the documents submitted with my signature. I have been informed about the costs and agree to them. I certify that the information provided in this application is true to the best of my knowledge and belief. I declare that I have not been prohibited from practising the profession of engineering or from engaging in self-employed engineering activities and that I have not been convicted of a professional felony or misdemeanour by a final court decision. My attention has been drawn to the fact that personal and functional designations apply in both the masculine and feminine form in accordance with § 61 IngG LSA.

I agree that the personal data provided by me may be included in the data processing of the Saxony-Anhalt Chamber of Engineers. They will be used exclusively for the purpose of contacting me or within the framework of the legally prescribed fulfilment of tasks of the Saxony-Anhalt Chamber of Engineers (e.g. invitations to further training and networking events, specialist lectures, etc.). Data will not be passed on to third parties who do not directly serve these purposes. I have taken note of further information on data protection of the Saxony-Anhalt Chamber of Engineers on the website www.ing-net.de.

Place, date

Signature

Ingenieurkammer Sachsen-Anhalt
Körperschaft des öffentlichen Rechts
Hegelstr. 23, 39104 Magdeburg
Tel.: 0391 62889-0, Fax: 0391 62889-99
E-Mail: info@ing-net.de, Internet: www.ing-net.de



Application for registration

(Note: Please complete this application with your personal details and submit the applicable attachment(s) according to your desired application):

I apply for registration in the following lists / directories of the Chamber of Engineers Saxony-Anhalt

- List of Members - Annex 1+ Annex 6a/b
- List of Consulting Engineers - Annex 2 + Annex 6a/b
- List of engineers authorised to submit building documents - Annex 3 + Annex 1 or 2 + Annex 6a/b (only in connection with membership)
- List of persons authorised to provide evidence of structural stability - Annex 4 + Annex 1 or 2 + Annex 6a/b (only in connection with membership)
- List of companies with consulting engineers - Annex 5 + Annex 6
- List of professional liability insured persons - Annex 6
- List of publicly appointed and sworn experts - Annex 7
- List of certified experts according to DIN ISO/IEC 17024 - Annex 8
- List of approved experts - Appendix 9
- List of specialist engineers - Appendix 10 or Appendix 10a
- Registration in the network partnership with the German Energy Agency (dena) - Annex 11

Personal data: Ms Mr

Family name: _____ Birth name: _____

First name: _____

Date of birth: _____ Birthplace: _____

Nationality: _____ Country code: _____

Details of vocational training:

Titles / academic degrees: _____

Specialisation: _____

Vocational training centre: _____

Location: _____

Duration of study (from - to): _____

The study programme is equivalent to the standard study period of:semester and.....Creditpoints.

Based on my education, I belong to the following discipline:

- Civil engineering, environmental engineering, transport and land management
- Surveying
- Building services engineering, plant engineering and process engineering
- Electrical engineering, Mechanical engineering, Automotive, Other

Residential address:

Street / house number: _____

Postcode/Place: _____

Phone: _____ Fax: _____ Mobile phone: _____

E-mail address: _____ Homepage: _____

Address of service and employment:

Company name: _____

Street / house number: _____

Postcode/Place: _____

Phone: _____ Fax: _____ Mobile phone: _____

E-Mail address: _____ Homepage: _____

I am currently pursuing a main engineering occupation as an / a:

- Owner of a sole proprietorship / self-employed individual
- Employee with managerial position (managing director, authorised signatory, branch manager)
- Employee without managerial position
- Other: _____

I have a secondary occupation in the field of engineering: Yes No I

am not currently practising any engineering profession, but am employed as a / an:

_____ at _____.

Please send me any correspondence to:

my home address my official or employment address.

This address is also used for the publication of data.

Invoice delivery by e-mail

If you wish to receive invoices by e-mail, please enter a corresponding e-mail address below to which all invoices should be sent in PDF format.

Invoice-E-Mail: _____
(in block capitals, please)

Irrespective of this, you can participate in the **SEPA Direct Debit Scheme**. You can find the form under Applications/Forms. Please complete and submit it together with the main application.

Declaration

I agree to my personal data being included in the data processing of the Saxony-Anhalt Chamber of Engineers.

I agree to the publication of my data in the media of the Chamber of Engineers Saxony-Anhalt (homepage etc.): Yes No
(In case of "No": enclose the "Declaration of objection to data publication")

My activity profile is to be published on the website of the Chamber of Engineers for the engineer search: Yes No
(If "Yes": enclose completed "Activity Profile" form)

I certify that the information provided in this application is true to the best of my knowledge and belief.

I declare that I have not been prohibited from exercising the profession of engineer and from practising as a self-employed engineer and that I have not been convicted of a professional felony or misdemeanour by a final court decision.

I assure to protect the certificate(s), if applicable ID cards and wooden stamps in a suitable manner against unauthorised use. The ownership of certificates, ID cards and stamps remains with the Saxony-Anhalt Chamber of Engineers. I am informed that with the deletion of my entry in the list, the further use of certificates, ID cards and stamps is prohibited. I therefore undertake to return certificates, ID cards and stamps to the Chamber of Engineers immediately upon termination of my membership or deletion from the list.

Place, date

Signature

Ingenieurkammer Sachsen-Anhalt
Körperschaft des öffentlichen Rechts
Hegelstr. 23, 39104 Magdeburg
Tel.: 0391 62889-0, Fax: 0391 62889-99
E-Mail: info@ing-net.de, Internet: www.ing-net.de



Application for registration

I apply to be entered in the register of interested students.

Personal data:

Ms Mr

Family name: _____ Birth name: _____

First name: _____

Geburtsdatum: _____ Birthplace: _____

Nationality: _____ Country code: _____

Residential address:

Street/house number: _____

Postcode/Place: _____

Phone: _____ Fax: _____ Mobile phone: _____

E-Mail address: _____

Name of the university / college: _____

Study programme: _____

The application must be accompanied by the following documents:

- Certificate of enrolment for a course of study in a technical/scientific field (according to §2 IngG LSA)

Declaration: I agree to my personal data being included in the data processing of the Saxony-Anhalt Chamber of Engineers. I assure that all the above information is correct and complete. At the same time, I declare, in knowledge of § 3 of the statutes of the Saxony-Anhalt Chamber of Engineers, that the requirements for registration are met. After completing my studies, I will send a copy of the examination certificate to the Saxony-Anhalt Chamber of Engineers without being asked to do so and inform them if the requirements for registration no longer apply in whole or in part (see 2nd page).

Place, date

Signature

Our service for students

Those who are registered in the register of interested parties of the Saxony-Anhalt Chamber of Engineers can take advantage of the service offer like a chamber member and receive the German Engineering Journal (DIB) together with the "Mitteilungen der Ingenieurkammer Sachsen- Anhalt".

The aim of this initiative is to inform young engineers about current professional topics and to familiarise them with the facilities and services of the Saxony-Anhalt Chamber of Engineers. However, registration in the register of interested parties does not entail any rights or obligations in the sense of formal membership. Those registered in the register of interested parties only pay an annual fee of 30,00 EUR from the second year onwards. Registration opens up the full range of services offered by the Chamber for students.

Anyone who is enrolled in an engineering course of study at a university in the state of Saxony-Anhalt within the meaning of § 2 IngG LSA and who has not yet reached the age of 30 can be registered as an interested party. Registration in the register of prospective students expires upon completion or discontinuation of studies or 5 years after registration or upon reaching the age of 35. According to § 3 para. 4 lit.c) of the statutes of the Saxony-Anhalt Chamber of Engineers, anyone who does not pay the annual fee according to § 9 of the Fee and Expense Regulations despite a reminder will be deleted from the register.

Fees:

No processing fee is charged for entry in the register of interested parties.

We do not charge a list maintenance fee in the year of admission. From the following year onwards, an annual fee of 30,00 EUR will be charged. You will receive a separate cost notification for this each year.

Informal translation of the German text and original without guaranteed accuracy and validity - applications in English for 2023 will not be accepted by the Chamber!



**Ingenieurkammer
SACHSEN-ANHALT**
Körperschaft des öffentlichen Rechts

For return by post:

Ingenieurkammer Sachsen-Anhalt
Hegelstraße 23
39104 Magdeburg

SEPA Direct Debit Mandate

Creditor identification number DE51ZZ00000474545

First name, last name (applicant)

Ident-No.

I authorise the Chamber of Engineers Saxony-Anhalt (payee) to debit future amounts (fees, contributions, etc.) from my/our account listed below by direct debit, at the earliest on the respective due date. At the same time, I/we instruct my/our credit institution to honour the direct debits drawn on my/our account by the payee.

Note: I / We can demand reimbursement of the debited amount within eight weeks, beginning with the debit date. The conditions agreed with my/our credit institution apply.

First name and surname / Account holder

Residential address (street, house number, postcode, town)

Credit institution (name)

BIC (11 digits)

IBAN (22 digits)

Place, date

Signature account holder

Contribution Rules of the Chamber of Engineers Saxony-Anhalt

1. Contribution amount

- 1.1 The Chamber of Engineers levies an annual fee from its members in accordance with Annex 1 to cover the budgetary obligations.
- 1.2 The contribution is assessed according to the basic contribution. It consists of the contribution and, if applicable, an additional contribution.
- 1.3 The additional contribution is payable for employees of the chamber member who are employed for more than 20 hours per week. Trainees and employees who are themselves Chamber members are excluded. Partners of the chamber member who are not chamber members of the chamber shall be treated as an employee of the chamber member.
- 1.4 The amount of the additional contribution shall be 1/10 of the basic contribution of the Chamber member for each employee within the meaning of section 1.3, but in total not more than 30/10 of the Chamber member's basic contribution.
- 1.5 If several chamber members have joined together to form an engineering company (§§ 33 para. 7, 13 IngG LSA), the additional contribution shall be levied only once, according to the chamber member who himself pays the highest contribution. If a member of the chamber holds shares in several engineering companies or is otherwise self-employed in addition to holding shares in an engineering company, the additional contribution shall be based on the company or self-employed activity with the highest number of employees. For the determination of the number of employees, the reference date according to section 1.8 shall apply. The members of the Chamber shall be jointly and severally liable for the payment of the additional contribution. For the existence of an engineering company it is sufficient that the engineering activity is carried out as a secondary activity of the company.
- 1.6 Chamber members can be self-employed as well as employed. For self-employment, it is sufficient that the self-employed activity is carried out as a secondary activity. The demarcation between self-employment and non-self-employment shall be made according to social insurance law criteria in accordance with the statutes § 2 Para. 2. This shall also apply to executive employees.
- 1.7 If a member of the Chamber belongs to several contribution groups, for example a consulting engineer authorised to submit building documents, he/she shall only pay the contribution of the group with the highest contribution rate. The additional contribution shall also be based on this.

The members of the Chamber are obliged to notify the Chamber of Engineers by 30 September of each year at the latest of the number of their employees as well as of all companies within the meaning of § 13 IngG LSA and/or § 33 para. 7 IngG LSA in which they have an interest in accordance with para. 1.3 or 1.5. The number of employees working on 1 June of the previous year shall be decisive for this. The number is decisive for the calculation of contributions for the coming year.

- 1.8 If the Chamber membership starts in the current calendar year, the Chamber member shall notify the number of his employees according to section 1.3 in the application form..

2. Obligation to contribute and payment

- 2.1 The obligation to pay contributions begins at the beginning of the month in which the chamber member joins the Chamber of Engineers.
- 2.2 The fee for the calendar year shall be paid by the member of the Chamber on the basis of the contribution notice sent to him. The contribution notice is generally sent by 31.01. for the current calendar year. The fee is due within three weeks of receipt of the fee notice and is deemed to have been received on the third day after dispatch, unless the member provides evidence of later receipt.
- 2.3 The fee for the proportional calendar year shall be paid by the member of the Chamber on the basis of the contribution notice sent to him/her at the latest three weeks after receipt.
- 2.4 If the member of the Chamber changes the contribution group, the obligation to pay contributions shall arise with the changed contribution rate at the beginning of the month of the change.
- 2.5 If a member of the Chamber ceases to be a member during the current year, the obligation to pay contributions shall end at the end of the month in which his/her entry is deleted from the lists of members of the Chamber.

3. Reminder and collection of contributions

- 3.1 If the member of the chamber has not provided the information on the number of employees required for the calculation of the additional contribution in due time or has demonstrably provided the information incorrectly, a reminder will be sent with costs. The reminder shall state that the Chamber will estimate the number of employees if the information is not provided within 4 weeks after receipt of the reminder.
- 3.2 Contributions that have not been paid one month after the due date will be reminded with costs. After unsuccessful expiry of a further period of 4 weeks, enforcement of the contribution claim shall take place in accordance with the Administrative Enforcement Act of the State of Saxony-Anhalt. The Chamber of Engineers is the enforcement authority for its monetary claims.
- 3.3 The amount of the reminder fee is set out in Annex 2 to these regulations.
- 3.4 If a contribution and/or additional contribution is not paid by the end of the due date, a late payment surcharge of one per cent of the rounded down arrears of the contribution and/or additional contribution shall be payable for each month of arrears, rounded down to the nearest amount divisible by fifty euros.



**Ingenieurkammer
SACHSEN-ANHALT**

Körperschaft des öffentlichen Rechts

4 . Determination of contributions

- 4.1 Annex 1 (contribution rates) shall be adopted for each calendar year by the Representatives' Meeting at the same time as the budget..
- 4.2 Until the approval of the resolutions on the contribution rates by the supervisory authority and publication in the organ of publication, the contributions shall be levied in the amount of the past calendar year. Upon approval of the resolutions on the contribution rates by the supervisory authority and publication in the organ of publication, the new contribution rates shall apply as of the date resolved by the Representatives' Meeting, if necessary also with retroactive effect.

5. Exceptions to the assessment of contributions

- 5.1 Half of the respective applicable contribution rate shall be paid upon written application by Chamber members who, due to the separation of domicile and place of professional practice as a result of Land law, are also entered in the list of consulting engineers of another Land and are liable to pay contributions, provided that reciprocity exists.
- 5.2 Members of the Chamber may receive a reduction of fifty per cent of the fees for a total period of 24 months, beginning with the month following graduation, upon presentation of their diploma from their first degree programme.
- 5.3 Chamber members may apply for a fee reduction in justified individual cases. The fee reduction shall be granted for the duration of one calendar year and may be extended for another year upon application. The prerequisite is proof of economic need.
- 5.4 Engineers not actively practising their profession shall pay the contribution of contribution group 4 upon application and approval.
- 5.5 Chamber members may be admitted to contribution group 4 for the period in which they are unemployed, at the statutory retirement age (exclusion period) or on maternity or parental leave and do not perform any professional engineering activities. At the same time, they must affirm in lieu of an oath that they are not engaged in professional engineering activities. If the member of the Chamber deviates from the information provided in the application and engages in professional engineering activities, the Chamber must be notified immediately.
- 5.6 An application for a contribution reduction must be submitted within a period of four weeks after receipt of the contribution notice.
- 5.7 The budget committee of the Saxony-Anhalt Chamber of Engineers decides on the reduction of fees. There is no legal entitlement to a reduction in fees.



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6. Extension, remission and waiver of contributions

- 6.1 The fee may be deferred upon written application if payment would cause considerable hardship to the member of the Chamber. Deferment may be granted for a maximum period of six months, provided that this does not jeopardise the claim to the fee.
- 6.2 In the event of undue hardship, the fee may be waived in part or in full upon written application. For the assessment of undue hardship, all economic, social and personal circumstances of the Chamber member shall be decisive; the income from profession-related activities as well as other income and general financial circumstances shall be taken as a basis. In the interest of equal treatment of all Chamber members, a strict standard shall be applied to the concept of undue hardship.
- 6.3 An application for deferral or remission of fees shall be submitted to the Chamber of Engineers within a period of four weeks after receipt of the fee notice. The application, which must be substantiated, shall be accompanied by suitable evidence for assessment purposes.
- 6.4 The decision on an application for deferment, remission or reduction shall be issued in writing, shall state the reasons and shall contain information on the period of validity.
- 6.5 Contributions may be cancelled if their collection does not promise success or if the effort and costs of collection are disproportionate to the amount of the contribution arrears.
- 6.6 The budget committee of the Saxony-Anhalt Chamber of Engineers decides on the admissibility of an application for deferral, remission or reduction of fees.

7. Statute of limitations

Contribution claims shall become statute-barred within five years. The limitation period begins with the end of the calendar year in which the contribution claim first became due. Enforcement measures shall have the effect of suspending the statute of limitations. In all other respects, the provisions of the German Fiscal Code shall apply mutatis mutandis.

8. Entry into force

These Rules of Contribution shall enter into force on the day of their publication. Adopted by the Representatives' Meeting on 20.06.2014.

Issued on 23.06.2014

President of the Saxony-Anhalt Chamber of Engineers

Approved by the supervisory authority on 05.08.2014.



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Enclosure 1

the contribution regulations of the Saxony-Anhalt Chamber of Engineers

Contribution rates

Basic contribution: 420,00 Euro

Contribution group 1

Consulting Engineers

Contribution (3/3 of the basic contribution): 420,00 Euro

Additional contribution per employee (max. for 30 employees): 42,00 Euro

Contribution group 2

Freelance members

Contribution (2/3 of the basic contribution): 280,00 Euro

Additional contribution per employee (max. for 30 employees): 28,00 Euro

Members according to BauO LSA and IngG-LSA (members with authorisation to submit building plans or verification authorisation for stability)

Contribution (5/6 of the basic contribution): 350,00 Euro

Additional contribution per employee (max. for 30 employees): 35,00 Euro

Contribution group 3

Members

Contribution (1/3 of the basic contribution): 140,00 Euro

Contribution group 4 *

Engineers without active professional practice

Contribution (1/6 of the basic contribution): 70,00 Euro

* on application in accordance with points 5.4 and 5.5



Enclosure 2

the contribution regulations of the Saxony-Anhalt Chamber of Engineers

Reminder fees for reminders according to point 3.3:

up to 250 Euros including 5 Euros

up to 500 Euros including 10 Euros

up to 2500 Euros including 22,50 Euros

up to 5000 Euros including 37,50 Euros

of the additional amount for each 5000 Euro or part thereof including 22,50 Euro.

Informal translation of the German
original without guarantee for correctness and
validity - applications in English language
will not be accepted by the Chamber!