

Customer Information

On the submission of applications for the recognition of documents (licences, permits) issued in other EEA member states, equivalent to licences authorising private investigation activities or activities concerning the design/installation of security systems or the installation of security systems

ÁNYK (General Form Completion program) form included in the Information

Case group: Procedures concerning private security and private investigation (security procedures)

Identifier	Title of form
RI-0216	Kérelem a magánnyomozói, vagyonvédelmi rendszert tervező, szerelő, vagyonvédelmi rendszert szerelő tevékenység végzésére feljogosító igazolvánnyal egyenértékű, más EGT tagállamban kiadott okmány (igazolvány, engedély) elismertetéséhez
	Application for the recognition of a document (licence, permit) issued in another EEA member state, equivalent to the licence authorising private investigation activities or activities concerning the design/installation of security systems or the installation of security systems

This information is effective as of 09 March, 2020.

Legislation relating to the procedure

1. Act CL of 2016 on the general rules of administrative proceedings and services
http://njt.hu/cgi_bin/njt_doc.cgi?docid=199170.331240
2. Act CXXXIII of 2005 on the rules of private security and private investigation (hereinafter referred to as PSI Act)
http://njt.hu/cgi_bin/njt_doc.cgi?docid=95492.338607
3. Act CXX of 2012 on the activities of persons performing certain law enforcement tasks and on the amendments to certain acts to fight truancy (hereinafter referred to as Law Enforcement Act)
http://njt.hu/cgi_bin/njt_doc.cgi?docid=152650.337597
4. Act LXXVI of 2009 on the general rules of the commencement and pursuit of service activities
http://njt.hu/cgi_bin/njt_doc.cgi?docid=125358.329441
5. Act XCIII of 1990 on duties (hereinafter referred to as D. Act)
http://njt.hu/cgi_bin/njt_doc.cgi?docid=13511.338389

6. Government decree 329/2007 (XII.13.) on the bodies of the Police and on the tasks and powers of the Police (hereinafter referred to as Gov. Dec.)
http://njt.hu/cgi_bin/njt_doc.cgi?docid=112629.326988
7. Decree of the Ministry of Justice and Law Enforcement 67/2007. (XII. 28.) on the establishment of the jurisdictions of the Police
http://njt.hu/cgi_bin/njt_doc.cgi?docid=110516.316679

Procedure

The form is used to initiate the recognition of documents issued by the relevant authorities of other EEA member states.

Who is eligible to submit the form

Persons having the right of free movement and residence, who wish to personally conduct private investigation activities, activities concerning the design/installation of security systems or activities concerning the installation of security systems in Hungary, and possess a valid and effective document (licence, permit) authorising them to conduct such activities in another EEA member state.

Submitting the application

The application is to be submitted to the city (district) police headquarters whose jurisdiction covers the place of residence or place of stay of the person having the right of free movement and residence in Hungary, or in the absence of such, the place of the activity to be conducted.

Costs and expenses of procedure

A general procedure fee of HUF 3,000 (three thousand)

Account numbers listed in table 2. and 4. of information contained on next link: [az űrlapbenyújtáshoz kapcsolódó fizetési kötelezettségek teljesítéséhez](#)

The fee is to be transferred to the account number published, in advance or retrospectively.

1. Advance payment: "SZV. EGT illeték" ("private security EEA fee") to be indicated in the reference field.
2. Retrospective payment: to be made at the latest on the day after knowledge of the registration number of the authority in charge of the case. The registration number of the case is to be indicated in the reference field. (Registration number: the "RZSEIR" registration number indicated on the notification sent by the document management system of the Police to the applicant's Client Gateway storage space).

Attachments to be added to the application

1. A copy of the document to be recognised, which has been issued by the relevant authority of another EEA member state, and which authorises the applicant to personally conduct the activity in question or has been issued for an equivalent purpose.

1. A copy of the public document certifying legal capacity. Furthermore, a copy of a public document issued by the relevant authority of the applicant's country of residence, not older than 3 months, certifying compliance with the requirements concerning the applicant's background (the applicant has no criminal record and is not subject to the restrictions specified in paragraphs (3) and (4) of section 6, of the PSI Act or in the case of a private security guard licence, those specified in paragraphs (2) and (3) of section 5 of the Law Enforcement Act. Attaching a (certified) Hungarian translation to documents issued in a language other than Hungarian, helps and accelerates the procedure.
2. In the case of an advance payment of the administrative service fee to the Police, a proof of the payment.

Processing the application

The Police shall authorise the recognition of a valid and effective document issued in another EEA member state at the request of a person having the right of free movement and residence if it provides sufficient grounds for clearly establishing that the relevant requirements have been fulfilled; that is, according to the legislation of another EEA member state, the applicant is authorised to personally conduct the activity in question.

If during the processing of the application it is established that an eligible customer has submitted a fully completed application to the relevant and competent authority or has complied with the request for supplying missing items and conforms to the applicable requirements set out in legislation, the Police shall recognise the document issued by the relevant authority of another EEA member state.

In the case of an incomplete application, the authority in charge shall order the issue of a request for the supply of missing items. The missing documents requested can be submitted as attachments to a separate form.

If the requested documents are not supplied or the specified fee is not paid, the Police shall or may terminate the public administration procedure.

The Police shall issue and send the electronically authenticated official documents to the customer submitting the application.

During the procedure a personal appearance is only required if the customer also presents the originals of the EEA document to be recognised and/or its certified Hungarian translation.