

Competence register

 Documentation

Start by «add / import» the employees

+ Add person

⬆ Import persons

🔍 Search name, company, ID or birthdate

Search

New (16)

Ready for processing (2)

In process (4)

Error/missing (4)

Processed (52)

↻

Competence register

🔄

Documentation

🔍 Search name, company, ID or birthdate

New (16)

Ready for processing (2)

In progress (1)

+ Add person

📄 Import persons

Click on «add person» to add a single employee

Add person

×

Company*

Select a company

▼

First name*

Last name*

Birthdate or identity number*

dd.mm.yyyy

OR

Identity number

Employee number / reference

Create

Cancel

Competence register

 [Documentation](#)

+ Add person

⬆ Import persons

🔍 Search name, company, ID or birthdate

New (16)

Ready for processing (2)

Import persons

×

STIFTELSEN SENTRALREGISTERET

▼

+ Choose file

⬆ Upload

× Cancel

Select an Excel document that contains columns for First name, Surname, Date of birth, Social security number, Employee number and OrgNr. Only the first 3 columns are required

Close

Click on «Import persons» to upload a list of employees from an Excel file.

	A	B	C	D	E	F	G
1	Fornavn	Etternavn	Fødselsdato	Personnummer	EksternId	OrgNr	
2	Rebekka	Nilsen	220205	22020536795		966604433	
3	Ola	Nordmann	100101	10010115975		966604433	
4	Peder	Lauve	250359	25035913423		966604433	
5	Jon Olav	Felle	140492	14049294682		966604433	
6	Max	Lundell	280395	28039557854		966604433	
7	Hege	Pedersen	120683	12068365932		966604433	
8	Stefan	Arnborg	211295	21129548575		966604433	
9	Jarle	Laurtizen	301066	30106648215		966604433	
10	Axel	Solborg	110378	11037885472		966604433	
11							
12							
13							

Competence register

+ Add person

⬆ Import persons

🔍 Search name, company, ID or birthdate

Search

New (16)

Ready for processing (2)

In process (4)

Error/missing (4)

Processed (52)



📘 Showing all "New" (16)

🔍 Filter name, company, ID or birthdate

First name ⬆⬇	Last name ⬆⬇	Identity number ⬆⬇	Birthdate ⬆⬇	Company ⬆⬇	External Id ⬆⬇	Status ⬆⬇	
Axel	Solborg	110378.*****	11.03.1978	STIFTELSEN SENTRALREGISTERET		● New	⋮
Hege	Pedersen	120683.*****	12.06.1983	STIFTELSEN SENTRALREGISTERET		● New	⋮
Jarle	Laurtizen	301066.*****	30.10.1966	STIFTELSEN SENTRALREGISTERET		● New	⋮
Jon Olav	Felle	140492.*****	14.04.1992	STIFTELSEN SENTRALREGISTERET		● New	⋮
Max	Lundell	280395.*****	28.03.1995	STIFTELSEN SENTRALREGISTERET		● New	⋮
Ola	Nordmann		01.01.2001	STIFTELSEN SENTRALREGISTERET		● New	⋮
Peder	Lauve	250359.*****	25.03.1959	STIFTELSEN SENTRALREGISTERET		● New	⋮

Click on an individual employee to upload and register their certificate of competence.



Ola Nordmann

Identity number - Birthdate - 01.01.2001
STIFTELSEN SENTRALREGISTERET

Edit person

Send for approval

Click on the camera button to upload a passport photo of an employee.

Documents(0)

Competence(0)

Upload certificate of competence/documentation in the formats pdf, png or jpg

Upload certificate of competence



Ola Nordmann

Identity number - Birthdate - 01.01.2001
STIFTELSEN SENTRALREGISTERET

 [Edit person](#)

 [Send for approval](#)

Documents(0)

Competence(0)

 Upload certificate of competence/documentation in the formats pdf, png or jpg

 [Upload certificate of competence](#)

Click on «Upload certificate of competence» to upload selected files to an employees' profile.
(You can choose multiple files at once)



Ola Nordmann

Identity number - 100101.***** Birthdate - 10.01.2001
STIFTELSEN SENTRALREGISTERET

[Edit person](#)

[Send for approval](#)

When the certificates have been uploaded, click on «Send for approval»

Documents(6)

Competence(0)

📘 Upload certificate of competence/documentation in the formats pdf, png or jpg

[Upload certificate of competence](#)

Filename	Type	Last modified	FBC	Used count	
Ola Nordmann Svennebr...	image	4. des. 2023	0	0	
Ola Nordmann Dok 2:2.jpg	image	4. des. 2023	0	0	
Ola Nordmann Dok 1:2.jpg	image	4. des. 2023	0	0	
Ola Nordmann Sert 1:2...	image	4. des. 2023	0	0	
Førstehjelp Ola Nordman...	image	4. des. 2023	0	0	
Ola Nordmann Sert 2:2.jpg	image	4. des. 2023	0	0	

Ola Nordmann Sert 1:2.jpg



Competence register

Here you will find an overview of the status of the employees in the register.

The lists can be searched and filtered.

For example, press «Processed» for a list of employees whose registration by Sentralregisteret has been completed.

+ Add person

⬆ Import persons

🔍 Search name, company, ID or birthdate

Search

New (16)

Ready for processing (2)

In process (4)

Error/missing (4)

Processed (52)



📘 Showing all "Done" (52)

🔍 Filter name, company, ID or birthdate

First name ⬆⬇	Last name ⬆⬇	Identity number ⬆⬇	Birthdate ⬆⬇	Company ⬆⬇	External Id ⬆⬇	Status ⬆⬇	
Axel	Solborg	110378.*****	11.03.1978	STIFTELSEN SENTRALREGISTERET		● Done	⋮
Hege	Pedersen	120683.*****	12.06.1983	STIFTELSEN SENTRALREGISTERET		● Done	⋮
Jarle	Laurtizen	301066.*****	30.10.1966	STIFTELSEN SENTRALREGISTERET		● Done	⋮
Jon Olav	Felle	140492.*****	14.04.1992	STIFTELSEN SENTRALREGISTERET		● Done	⋮
Max	Lundell	280395.*****	28.03.1995	STIFTELSEN SENTRALREGISTERET		● Done	⋮
Ola	Nordmann		01.01.2001	STIFTELSEN SENTRALREGISTERET		● Done	⋮
Peder	Lauve	250359.*****	25.03.1959	STIFTELSEN SENTRALREGISTERET		● Done	⋮



Competence register



Click «Error/missing» to see a list of employees where information is wrong or missing.

A feedback code will be attached to the entry.

The list on the right explains the different numbers of the feedback code.

Search name, company, ID or birthdate

Search

- New (16)
- Ready for processing (2)
- In process (4)
- Error/missing (4)
- Processed (52)

Showing all "Error" (4)

Filter name, company, ID or birthdate

First name ↑↓	Last name ↑↓	Identity number ↑↓	Birthdate ↑↓	Company ↑↓	External Id ↑↓	Status ↑↓	
Henry	Ford		01.01.2000	STIFTELSEN SENTRALREGISTERET	1	Error	⋮
Dor	Labrador		12.12.2012	STIFTELSEN SENTRALREGISTERET		Error	⋮
Alexander	Nilsen		17.01.1919	STIFTELSEN SENTRALREGISTERET	SR017	Error	⋮
Pernille	Prøvesen		18.02.1919	STIFTELSEN SENTRALREGISTERET	SR049	Error	⋮

Feedback Code

- 0- OK.
- 1- Document is missing one of the following requirements: Name, Date of birth, class, signature, backside.
- 2- Picture of the employee is missing or is too low quality.
- 3- Unreadable document.
- 4- Foreign competence must have permits from Arbeidstilsynet.
- 5- Foreign competence must be translated and sent inn again; Original and Translation.
- 6- Redundant document.
- 7- Document belongs to another person,





Ola Nordmann

Identity number - Birthdate - 01.01.2001
STIFTELSEN SENTRALREGISTERET

[Edit person](#)

Here you can see the employees registered competence and which classes it is associated with.

Documents(4) Competence(29)

	Code	Name	Type	Date	Valid until	Doc#
>		Tømrer	Bygg- og anleggsteknikk	2020-01-01		1
>	BHLR	Førstehjelp – Grunnkurs ...	Førstehjelp	2020-01-01		1
✓	C1	C1 Teleskoptruck	§ 10.3 Sertifisert sikkerh...	2023-08-29		1

Competence

Name C1 Teleskoptruck
Type § 10.3 Sertifisert sikkerhetsopplæring
Institution Stiftelsen Sentralregisteret
Instructor Ukjent
Catalog Id 7

Documents

[Ola Nordman Sert.pdf](#)

Ola Nordman Sert.pdf

← 1/2 → 🔍 2.1 🔍 ↺ 📄



When an employee has been registered with a social security number and Sentralregisteret has completed the registration, they can log in at kreg.sr.no with Bank ID for full access to documentation of their own competence.



Sentralregisteret

My competence

v1.0.14

Remember me ☐

EN-EN 

 **bankID**