ADV-A1

Transport Malta

Licenzja ta' Operatur ta' Karrozzini
Karrozzini Operator Licence

B'din il-formola persuna tista' tapplika għal-Liċenzja ta' Operaturi tal-Karrozzini skont kif meħtieġ fir-Regolamenti dwar l-Użu fit-Triq ta' Bhejjem u Vetturi Miġbuda minn Bhima, L.S. 499.66—ir-Regolamenti.

Liċenzja ta' Operatur tista' tinħareġ biss lil persuni li jkunu kisbu Liċenzja tat-tip 'A' skont l-istess Regolamenti.

L-applikazzjoni għandha tiġu preżentati lil Transport Malta, Taqsima għal-Liċenzjar ta' Servizzi ta' Trasport Stradali, fl-*A3 Towers,* Triq l-Arkata, Ir-Raħal Ġdid.

Jekk jogħġbok ara li ma' l-applikazzjoni tippreżenta d-dokumenti kollha u l-ħlas relevanti mitlub fl-istess formola.

Biex ma jkunx hemm dewmien fl-ipproċessar tal-applikazzjoni tiegħek, jekk jogħġbok aqra sew din il-formola u mliha kollha. Applikazzjonijiet li ma jkunux ġew mimlija sew ma jiġux aċċettati.

This form may be used to apply for the licensing of Karrozzini Operator as stipulated in the Use of Animals and Animal-Drawn Vehicles on the Road Regulations, S.L. 499.66—the Regulations.

An operator licence may be issued only to persons who have obtained a type 'A' licence as stipulated in the same Regulations.

This application shall be submitted to Transport Malta, Road Transport Services Licensing Unit, A3 Towers, Triq l-Arkata, Poala.

Kindly ensure that all the information and the relevant application fee requested in the form are submitted along with this application.

To avoid delays in processing your application, kindly read this form carefully and fill it in completely. In-complete forms will be rejected.

K	O	L	-							-		

(Numru ta' KOL għall-użu biss tal-uffiċju)
(KOL number for office use only)

TAQSIMA A: Tagħrif Ġenerali
SECTION A: General Information

☐ Individwu jew Negozjant Waħdu
Individual or Sole Trader

☐ Kumpanija
Company

☐ Soċjetà bi Sħubija
Patnership

Oħrajn (jekk jogħġbok indika hawn taħt)
Others: (please specify below)

TAQSIMA B: Dettalji ta' Applikant li jkun Individwu jew Negozjant Waħdu

Isem *Name*

Kunjom *Surname*

Numru tal-Karta tal-Identità
Identity Card Number

Isem jew numru tad-dar
House Name or Number

Triq *Street*

Lokalità *Locality*

Kodiċi Postali *Postcode*

Pajjiż *Country*

Indirizz ta' l-email *Email address*

Numru tat-Telefown *Telephone no.*

TAQSIMA C: Karrozzini u bhejjem li se jkunu wżati taħt il-Liċenza ta' Operatur
SECTION C: Karrozzini and animals to be used under the Operator Licence

C1 Numri tal-liċenza tal-Karrozzini *Karrozzini Licence Number*

C2 Numru ta' Bhejjem *Number of Animals*

Protezzjoni tad-Data
Data protection

All data collected in this form is processed in accordance with the Privacy Laws that include General Data Protection Regulation (EU) 2016/679 and Chapter 586 of the Laws of Malta (Data Protection Act). The data provided may be granted with other Public Authorities and/or Government Departments as required and permitted by Maltese Law. Transport Malta of Triq Pantar, Lija, Malta LJA2021 is the data controller for the purpose of the privacy laws. The Privacy Notice attached with this application sets out the way in which personal information/data is collected and processed by Transport Malta, as well as the steps that are taken to protect such information.

Id-data kollha migbura permezz ta' din il-formola se tkun ipprocessata skont il-ligijiet tal-privatezza li jinkludu ir-Regolament Generali dwar il-Protezzjoni tad-Data (EU) 2016/697 u Kapitlu 586 tal-Ligijiet ta` Malta (Att dwar il-Protezzjoni u l-Privatezza tad-Data). Id-data provduta tista' tigi mghotija lil Awtoritajiet Publici ohra u Dipartimenti tal-Gvern skont kif mitlub u permess bil-Ligi ta Malta. Transport Malta ta` Triq Pantar, Hal Lija, Malta, LJA 2021 hi il-kontrollur tad-data ghall-finijiet tal-ligijiet tal-privattezza. In-Notifica dwar il-Privatezza annessa ma din l-applikazzjoni tistipula il-mod ta' kif l-informazzjoni u d-data privata tingabar u tkun ipprocessata minn Transport Malta, kif ukoll il-passi li qed jittiehdu ghall-protezzjoni tal-istess informazzjoni.

TAQSIMA D: Dikjarazzjoni
SECTION D: Declaration

Jien hawn niddikjara li l-informazzjoni mogħtija f'din l-applikazzjoni hija korretta u vera. Jien nifhem li l-liċenzja tista' tiġi revokata u tista' tittieħed azzjoni kriminali kontrija jekk xi dettalji huma foloz jew jiżgwidaw.

I hereby declare, that the information given in this application is correct and true. I understand that the Licence may be revoked and criminal action may be taken against me if any of the details are false or misleading.

Niddikjara wkoll l-intenzjoni tiegħi li napplika għal Liċenzja ta' Operatur ta' Karrozzini u li nagħraf sewwa l-obbligi u r-rekwiżiti legali ta' din il-Liċenzja.

I also declare my intention to apply for a Karrozzini Operator Licence, and that I am fully aware of the legal obligations and requirements of this Licence.

Isem *Name*

Firma *Signature*

TAQSIMA E: Dokumentazzjoni bħala prova *(fejn applikabli)*
SECTION E: Supporting Documentation (where applicable)

E1	Formola ADV-Z1 f'każ ta' applikazzjonijiet ippreżentati minn Kumpaniji jew Soċjetajiet bi Sħubija *Application form ADV-Z1 in the case of applications submitted by Companies or Partnerships.*	☐

TAQSIMA E: Drittijiet li għandhom jitħallsu
SECTION E: Applicable Fees

	Dritt
Ħruġ jew tiġdid ta' Liċenzja ta' Operatur ta' Karrozzini *Issue or Renewal of an Operator Licence for Karrozzini*	€30
Dritt Amministrattiv *Administrative fee*	€8
TOTAL	€38

Dawn id-drittijiet jitħallsu meta tinħareġ il-Liċenzja ta' Operatur
Fees shall be paid upon issue of Operator Licence.

Data Protection Privacy Notice

Service requested: Karrozzini Operator licence

Transport Malta of Triq Pantar, Lija, Malta LJA2021 is the Data Controller for the purpose of the Data Protection Act CAP 586 and General Data Protection Regulation (EU) 2016/679 (GDPR). This Privacy Notice sets out the way in which we collect and process your Personal Information, as well as the steps we take to protect such information.

The information we collect and how we use it

From this application, Transport Malta collects different types of information; which information is that required by Law and is used explicitly for the service requested through this form. It is to be noted that if the required information is not provided the said application cannot be processed.

The primary purpose for collecting the information is mainly to process the application for the requested service; however, your Personal Information may also be used for related purposes that amongst others include: sending notifications, renewal of licence after expiry period, and for the provision of information with regards to any legislative amendments which may affect the services offered to you.

To whom we disclose information

This information will be solely used for the reasons detailed above. However there may be cases where personal information is shared with the following third parties for reasons listed below;
Any law enforcement body that may have any reasonable requirement to access your personal information;
Third party entities that may be entrusted by Transport Malta to process part of or all the data related to this service.

Data Subject Rights

3.1. With respect to your privacy rights, Transport Malta is obliged to provide you with reasonable access to the Personal Data that you have provided to us. Your other principal rights under data protection law are:
the right for information;
the right to access;
the right to rectification;
the right to erasure;
the right to restrict processing;
the right to object to processing;
the right to data portability;
the right to complain to a supervisory authority; and
the right to withdraw consent.

3.2. If you wish to access or amend any Personal Data we hold about you, or to request that we delete any information about you, you may contact us by sending a request to dataprotection.tm@transport.gov.mt. We will acknowledge your request within seventy-two (72) hours and will do our utmost to handle it promptly. We will respond to these requests within a month, with a possibility to extend this period for particularly complex requests in accordance with Applicable Law.

3.3. At any time, you may object to the processing of your Personal Data, on legitimate grounds, except if otherwise permitted by applicable law.

3.4. In accordance with Applicable Law, we reserve the right to withhold personal data if disclosing it would adversely affect the rights and freedoms of others. Moreover, we reserve the right to charge a fee for complying with such requests if they are deemed manifestly unfounded or excessive.

Retention period

Personal data will be retained for not more than 3 months from date of application should the application not be submitted complete or is rejected.

Once the Licence is issued, we will retain your information for as long as needed to provide you with our service, or to comply with our legal obligations, resolve disputes and enforce our agreements.:

Security

5.1. We take appropriate security measures to protect against loss, misuse and unauthorized access, alteration, disclosure, or destruction of your information. Additionally, steps will also be taken to ensure the ongoing confidentiality, integrity, availability, and resilience of systems and services processing personal information, and will restore the availability and access to information in a timely manner in the event of a physical or technical incident. All information gathered is kept confidential and is used solely for the service requested through this application form.

5.2. If we learn of a security systems breach, we will inform you of the occurrence of the breach in accordance with applicable law.

Governing Law

All data collected in this form is processed in accordance with the Privacy Laws that include General Data Protection Regulation (EU) 2016/679) and Chapter 586 of the Laws of Malta (Data Protection Act).

7. Data Protection Officer

7.1. Transport Malta has a Data Protection Officer ("DPO") who is responsible for matters relating to privacy and data protection. The DPO can be reached at the above address or by email: dataprotection.tm@transport.gov.mt

Contacting us

8.1. Please address any questions, comments and requests regarding the application process to rtlu.tm@transport.gov.mt.