

Formola li għanda tintuża sabiex ikunu mibdula dettalji marnuta mà Liċenzja għall-użu fit-triq ta' bhejtem u vetturi miġbuda minn bhima, jew liċenzja ta' operatur ta' karrozzini.

Form that shall be used to modify details related to a Licence for the use on the Road of Animals and Animal-drawn Vehicles, or to a Karrozzin Operator Licence

## TAQSIMA A: Dettalji tal-Persuna u tal-Liċenzja SECTION A: Personal & Licence Details

Numru tal-Liċenzja  
Licence Number:

Numru tal-Karta tal-Identità  
Identity Card Number

Isem Name

Kunjom Surname

## TAQSIMA B: Bdil fil-lista ta' żwiemel u/jew vetturi mħaddma taħt il-Liċenzja SECTION B: Change in the list of horses and/or vehicles operated under the Licence

Numru tal-Microchip tal-bhima jew Serial Number tal-Vettura Animal's Microchip Number or Vehicle's Serial Number	Jiżdid To Add	Jitneħħa To Remove
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## TAQSIMA Ċ: Bdil fl-Indirizz u dettalji oħra tal-Operatur SECTION C: Change in the Operator's address and other details

Isem jew numru  
Name or Number

Triq Street

Lokalità Locality

Kodiċi Postali  
Postcode

Numru tat-Telefon  
Telephone no.

Indirizz ta' l-email Email address

## TAQSIMA D: Bdil fl-istatus tal-Liċenzja SECTION D: Change in Licence Status

Trid tikkanċella l-liċenzja?  
Would you like to cancel the licence?

Iva   
Yes   
Le   
No

Trid traqqad il-liċenzja?  
Would you like to set licence to dormant?

Iva  Le   
Yes  No

Trid tattiva il-liċenzja?  
Would you like to set licence to Active?

Iva  Le   
Yes  No

## Dikjarazzjoni Declaration

Jien hawn niddikjara li l-informazzjoni mogħtija f'din il-formola hija korretta u vera.  
I hereby declare, that the information given in this application is correct and true.

Data  
Date

Firma Signature

## DATA PROTECTION PRIVACY NOTICE OVERLEAF

## Data Protection Privacy Notice

### Service requested: Changes to a 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](mailto: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](mailto: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](mailto:rtlu.tm@transport.gov.mt).