

LPTS 001 APPLIKAZZJONI GĦAL HRUĠ JEW TIĠDID TA' LIĊENZJA TA' OPERATUR GĦAL SERVIZZ TA' ĠARR TA' PASSIĠĠIERI B'VETTURI ŻĠĦAR APPLICATION FORM FOR ISSUE OR RENEWAL OF A LIGHT PASSENGER TRANSPORT SERVICE OPERATOR LICENCE	TRANSPORT MALTA Land Transport Directorate A3 Towers Triq L-Arkata Paola PLA 1212 Website: www.transport.gov.mt Freephone: 8007 2309 Tel: 2556 0000	 Transport Malta
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NUMRU TAL-LIĊENZJA TA' OPERATUR OPERATOR LICENCE NUMBER		
TIP TA' APPLIKAZZJONI APPLICATION TYPE		
☐ Applikazzjoni Ġdida għal Liċenzja ta' Operatur <i>New Operator Licence Application</i>		
☐ Tiġdid ta' Liċenzja ta' Operatur Eżistenti <i>Renewal of Existing Operator Licence</i>		
KATEGORIJA TAL-LIĊENZA LICENCE CATEGORY		
Jekk jogħġbok aghżel il-kategorija tal-Liċenzja ta' Operatur li qed tapplika għaliha. <i>Please select the Operator Licence category you are applying for.</i>		
☐ Liċenzja ta' Operatur LPTV1 <i>LPTV1 Operator Licence</i>	Għal operaturi awtorizzati li joperaw b'massimu ta' erba' (4) vetturi awtorizzati, permezz ta' pjattaformi intermedjarji ta' prenotazzjoni u/jew servizzi ta' ġarr ta' passiġġieri riżervati minn qabel. <i>For operators authorised to operate with up to four (4) authorised vehicles, either through intermediary booking platforms and/or pre-booked passenger transport services.</i>	
☐ Liċenzja ta' Operatur LPTV2 <i>LPTV2 Operator Licence</i>	Għal operaturi awtorizzati li joperaw b'ħames (5) vetturi awtorizzati jew aktar, permezz ta' pjattaformi intermedjarji ta' prenotazzjoni u/jew servizzi ta' ġarr ta' passiġġieri riżervati minn qabel. <i>For operators authorised to operate with five (5) or more authorised vehicles, either through intermediary booking platforms and/or pre-booked passenger transport services.</i>	
☐ Liċenzja ta' Operatur SOV <i>SOV Operator Licence</i>	Għal operaturi li jipprovdu biss servizzi ta' ġarr ta' passiġġieri riżervati minn qabel. Vetturi awtorizzati taħt din il-liċenzja ma jistgħux joperaw permezz ta' pjattaformi intermedjarji ta' prenotazzjoni. <i>For operators providing pre-booked passenger transport services only. Vehicles authorised under this licence may not operate through intermediary booking platforms.</i>	

FORMOLI RELATATI RELATED FORMS	
Formola Form	Meta tintuża When it is used
LPTS010	Reġistrazzjoni ta' xufiera impjegati jew kommisjonati mill-Operatur għal Servizz ta' ġarr ta' passiġġieri b'vetturi zgħar. - Tapplika għal Liċenzji tal-Operatur LPTV1, LPTV2 u SOV. <i>Registration of drivers employed or commissioned by the Operator for the Carriage of Passengers. - Applies for LPTV1, LPTV2 and SOV Operator Licences.</i>
LPTS011	Dikjarazzjoni minn Perit bil-Warrant (tapplika biss għal applikazzjonijiet għal Liċenzja ta' Operatur LPTV2 u applikazzjonijiet għal Liċenzja ta' Operatur SOV meta jkun hemm ħames (5) vetturi jew aktar irreġistrati taħt il-Liċenzja ta' Operatur). <i>Declaration by a Warranted Architect (applicable only to LPTV2 Operator Licence applications and to SOV Operator Licence applications where five (5) or more vehicles are registered under the Operator Licence).</i>

BIDLIET MILL-AĦĦAR APPLIKAZZJONI (GĦAL APPLIKAZZJONIJIET TA' TIĠDID BISS)
CHANGES SINCE LAST APPLICATION (FOR RENEWAL APPLICATIONS ONLY)

☐ **Ma kien hemm ebda tibdil fid-dettalji tal-operatur.**

No changes have occurred in the operator's details.

☐ **Kien hemm bidliet u d-dettalji aġġornati ġew ipprovduti f'din l-applikazzjoni.**

Changes have occurred and updated details have been provided in this application.

DETTALJI TAL-APPLIKANT
APPLICANT DETAILS

Għażel kif applikabbli :
Choose as applicable

☐ Individwu
Individual

☐ Kumpanija
Company

Isem:
Name:

Kunjom:
Surname:

Nru.tal-Karta tal-Identità:
ID Card No:

Nru. tal-Mowbajl:
Mobile No.:

Nru. tal-VAT:
VAT No:

Nru. ta' Registrazzjoni tal- Kumpanija (imla jekk japplika):
Company Registration No (fill in if applicable):

Isem tal-Kumpanija (imla jekk japplika):
Company Name (fill in if applicable):

Imejl:
Email:

Indirizz tar-residenza jew tal-Kumpanija (kif applikabbli)
Residential or Company Address (as applicable):

DETTALJI TAS-SIEHEB MANIĠERJALI JEW TAR-RAPPREŻENTANT AWTORIZZAT (jekk applikabli)
DETAILS OF MANAGING PARTNER OR AUTHORISED REPRESENTATIVE (if applicable)

Isem:
Name:

Kunjom:
Surname:

Nru.tal-Karta tal-Identità:
ID Card No:

Imejl:
Email:

Nru. tal-Mowbajl:
Mobile No:

Indirizz:
Address:

ĊENTRU MINN FEJN SER TOPERA
OPERATING CENTRE

Indirizz (dan ħa jkun ukoll l-indirizz ta' korrispondenza)
Address (this will also be the correspondence address)

Imejl:
Email:

FAĊILITAJIET TAL-IGARAXXJAR
GARAGING FACILITIES

Jekk jogħġbok elenka l-faċilitajiet kollha ta' ggaraxxjar li ha jintużaw taħt din il-Liċenzja ta' Operatur.
Please list all garaging facilities that shall be used under this Operator Licence.

Indirizz tal-Faċilità ta' Ggaraxxjar Garaging Facility Address	Tip ta' Pussess Ownership	Għall-faċilitajiet mikrija biss – Isem is-Sid tal- Proprietà <i>For leased facilities only – Name of Property Owner</i>	Nru. ta' Spazji ta' Parkeġġ <i>No. of Parking Spaces</i>
	☐ Sid/ <i>Owner</i> ☐ Mikri/ <i>Leased</i>		
	☐ Sid/ <i>Owner</i> ☐ Mikri/ <i>Leased</i>		
	☐ Sid/ <i>Owner</i> ☐ Mikri/ <i>Leased</i>		
	☐ Sid/ <i>Owner</i> ☐ Mikri/ <i>Leased</i>		
	☐ Sid/ <i>Owner</i> ☐ Mikri/ <i>Leased</i>		
	☐ Sid/ <i>Owner</i> ☐ Mikri/ <i>Leased</i>		

Jekk il-faċilità ta' ggaraxxjar hija **mikrija**, ehmeż kopja tal-kuntratt tal-kirja flimkien ma' kopja tal-karta tal-identità tas-sid. Il-kuntratt tal-kirja għandu jibqa' **validu għal minimu ta' sentejn** għal Liċenzja ta' Operatur **LPTV1**; u **sena** għal Liċenzja ta' Operatur **LPTV2** u **SOV**.

Jekk il-faċilità ta' ggaraxxjar hija **proprietà tal-operatur**, ehmeż dokument notarili jew legali li jipprova li l-faċilità ta' ggaraxxjar hija proprietà tal-operatur

*If the garaging facility is **leased**, attach a copy of the lease agreement, together with a copy of the ID Card of the owner.*

*The lease agreement must remain **valid for a minimum of two years** for **LPTV1** Operator Licences and **one year** for **LPTV2** and **SOV** Operator Licences.*

*If the facility is **owned**, attach a notarial or legal document proving that the garaging facility is owned by the operator*

DIKJARAZZJONI TAL- OPERATUR DWAR IL-FAĊILITAJIET TA' GGARAXXJAR
OPERATOR'S DECLARATION ON GARAGING FACILITIES

Niddikjara li l-faċilitajiet ta' ggaraxxjar elenkati hawn fuq huma disponibbli għall-użu esklussiv tiegħi, għandhom biżżejjed kapaċità sabiex jakkomodaw il-vetturi kollha rreġistrati taħt il-Liċenzja ta' Operatur, u li l-vetturi kollha rreġistrati taħt il-Liċenzja ta' Operatur jiġu pparkjati jew iggaraxxjati fil-faċilitajiet ta' ggaraxxjar approvati meta ma jkunux qed jintużaw, flief fejn permess mil-liġi. Niddikjara wkoll li l-informazzjoni mogħtija f'din it-taqsimha hija korretta, kompluta u veritiera.

I declare that the garaging facilities listed above are available for my exclusive use, provide sufficient parking capacity to accommodate all vehicles registered under the Operator Licence, and that all vehicles registered under the Operator Licence are parked or garaged in the approved garaging facilities when not in use, except where otherwise permitted by law. I further declare that the information provided in this section is true, complete and accurate.

 Firma tal-Applikant
Applicant's Signature

 Numru tal-karta tal-identità
ID Card Number

 Data
Date

DOKUMENTI MEHTIEĠA **REQUIRED SUPPORTING DOCUMENTS**

A. Dokumenti meħtieġa mill-applikanti kollha (LPTV1, LPTV2, SOV)

Documents required from all applicants (LPTV1, LPTV2, SOV)

- ☐ Kopja tal-Karta tal-Identità jew Permess ta' Residenza tal-applikant (minn quddiem u wara)
Copy of applicant's ID Card or Residence Permit (front and back)
- ☐ Ċertifikat tal-VAT.
VAT Certificate.
- ☐ Formola **LPTS010** mimlija.
Completed Form LPTS010.
- ☐ Pjanta tas-Sit (Formola E) għal kull faċilità ta' ggaraxxjar, miksuba mid-Dipartiment tal-Artijiet li tindika ż-żona tal-faċilità ta' ggaraxxjar. Fil-każ ta' applikazzjoni għat-tigdid, il-Pjanta tas-Sit m'għandhiex terġa' tiġi pprezentata jekk il-faċilità ta' ggaraxxjar tibqa' l-istess bħal dik approvata preċedentement.
Site Plan (Form E) for each garaging facility, obtained from the Lands Department, indicating the area of the garaging facility. In the case of a renewal application, the Site Plan does not need to be resubmitted if the garaging facility remains the same as that previously approved.
- ☐ Jekk il-faċilità ta' ggaraxxjar hija mikrija, kopja tal-kuntratt tal-kirja flimkien ma' kopja tal-karta tal-identità tas-sid. Il-kuntratt tal-kirja għandu jkopri l-perjodu kollu ta' validità tal-Liċenzja ta' Operatur; sentejn għal LPTV1 u sena għal LPTV2 u SOV.
Where the garaging facility is leased, a copy of the lease agreement together with a copy of the property owner's Identity Card. The lease agreement must cover the full validity period of the Operator Licence; two years for LPTV1 and one year for LPTV2 and SOV.
- ☐ Dokument notarili jew legali li jipprova li l-faċilità ta' ggaraxxjar hija proprjetà tal-operatur (eż. kuntratt ta' xiri, att ta' donazzjoni, dikjarazzjoni ta' wirt jew dokument ieħor ekwivalenti).
Notarial or legal document proving that the garaging facility is owned by the operator (e.g. deed of purchase, deed of donation, inheritance document or other equivalent document).
- ☐ Għal applikazzjonijiet għat-tigdid biss – Ċertifikat tal-Kondotta tal-Pulizija. Fil-każ ta' applikazzjoni f'isem kumpanija, iċ-Ċertifikat tal-Kondotta tal-Pulizija għandu jiġi pprezentat għal kull Direttur u għar-Rappreżentant Awtorizzat.
For renewal applications only – Police Conduct Certificate. Where the application is submitted on behalf of a company, a Police Conduct Certificate shall be submitted in respect of each Director and the Authorised Representative.

B. Applikanti li għexu barra minn Malta (LPTV1, LPTV2, SOV)

Applicants who have resided outside Malta (LPTV1, LPTV2, SOV)

- ☐ Fedina Penali Estera. Fil-każ ta' applikazzjoni f'isem kumpanija, ir-rekwiżit tal-Fedina Penali Estera japplika għad-Diretturi kollha tal-kumpanija kif ukoll għar-Rappreżentant Awtorizzat.
Foreign Criminal Record Certificate(s). Where the application is submitted on behalf of a company, the Foreign Criminal Record Certificate requirement applies to all company Directors as well as the Authorised Representative.

C. Dokumenti addizzjonali meta l-applikazzjoni qed issir f'isem kumpanija (LPTV1, LPTV2, SOV)

Additional documents where the application is being submitted on behalf of a company (LPTV1, LPTV2, SOV)

- ☐ Lista tad-Diretturi maħruġa mill-Malta Business Registry (MBR).
List of Directors issued by the Malta Business Registry (MBR).
- ☐ Ittra ta' Dikjarazzjoni jew Ebda Oġġezzjoni maħruġa mill-kumpanija li tawtorizza s-sottomissjoni tal-applikazzjoni.
Declaration or No Objection Letter issued by the company authorising the submission of the application.

D. Reġistrazzjoni ma' Jobsplus (LPTV1, LPTV2, SOV)

Jobsplus Registration (LPTV1, LPTV2, SOV)

- ☐ Dokument uffiċjali maħruġ minn Jobsplus li jikkonferma li l-applikant huwa rreġistrat bħala **"LPTS Operator"**.
Official document issued by Jobsplus confirming that the applicant is registered as an "LPTS Operator".
- ☐ Fejn l-applikant ser jopera wkoll bħala xufier, dokument uffiċjali maħruġ minn Jobsplus li jikkonferma li huwa rreġistrat bħala **"LPTS Operator & Driver"**.
Where the applicant will also operate as a driver, an official document issued by Jobsplus confirming that the applicant is registered as an "LPTS Operator & Driver".
- ☐ Ċertifikat ta' Liċenzja tax-Xogħol (għal ċittadini ta' pajjiżi terzi biss).
Employment Licence (Third Country Nationals only).

E. Dokumenti addizzjonali għal applikazzjonijiet LPTV2 u SOV (meta jkun hemm hames (5) jew aktar vetturi taħt il-Liċenzja tal- Operatur)
Additional documents for LPTV2 applications and for SOV applications (when there are five (5) or more vehicles only under the Operator Licence)

- ☐ Formola **LPTS011** mimlija mingħand Perit bil-Warrant.
Form LPTS011 filled by a Warranted Architect.
- ☐ Ċertifikat ta' Konformità tat-Taxxa.
Tax Compliance Certificate.
- ☐ Dikjarazzjoni minn Awditur li tikkonferma Pozizzjoni Finanzjarja Tajba
Auditor's Declaration confirming Financial Good Standing
- ☐ Permess ta' Żvilupp validu maħruġ mill-Awtorità tal-Ippjanar għal kull faċilità ta' ggaraxxjar elenkata f'din l-applikazzjoni, li japprova l-użu tal-faċilità bħala garaxx ta' servizz pubbliku fejn il-vetturi jiġu pparkjati meta ma jkunux qed jintużaw.
Valid Development Permit issued by the Planning Authority for each garaging facility listed in this application, approving the use of the facility as a public service garage where vehicles are parked when not in use.

**HLAS
FEES**

- ☐ Hlas għall-Aplikazzjoni għall- ħrug jew tigidid ta' Liċenzja ta' Operatur: **€200**
Application Fee for the Issue or Renewal of an Operator Licence
- ☐ Għal applikazzjonijiet ġodda biss – Hlas għall-ksib tal-Fedina Penali ta' Malta mill-Pulizija minn Transport Malta: **€5.50**
For new applications only – Fee for Transport Malta to obtain the Maltese Criminal Record Certificate from the Police.

Fil-każ ta' applikazzjoni f'isem kumpanija, il-hlas tal-Fedina Penali japplika għal kull Direttur u għar-Rappreżentant Awtorizzat.
Where the application is submitted on behalf of a company, the Criminal Record Certificate fee applies to each Director and the Authorised Representative

Il-hlasijiet jistgħu jsiru permezz ta':

- Ċekk
- Credit Card / Debit Card
- Bank Transfer

Payments may be made by:

- Cheque
- Credit Card / Debit Card
- Bank Transfer

Dettalji tal-Bank
Bank Details

Bank of Valletta (BOV)
IBAN: MT21 VALL 2201 3000 0000 4002 2460 565

HSBC Malta
IBAN: MT42 MMEB 4485 3000 0000 8512 8577 00

DIKJARAZZJONI TAL-APPLIKANT
APPLICANT'S DECLARATION

Jiena niddikjara li l-informazzjoni, id-dikjarazzjonijiet u d-dokumentazzjoni ta' sostenn sottomessi ma' din l-applikazzjoni huma veri, kompluti u korretti skont l-aħjar għarfien tiegħi. Nifhem li l-għoti ta' informazzjoni jew dokumentazzjoni falza, qarrieqa jew mhux kompluta jista' jwassal għar-rifjut, is-sospensjoni jew ir-revoka tal-Liċenzja ta' Operatur u jista' jwassal ukoll għal passi kriminali jew legali.

I declare that the information, declarations and supporting documentation submitted with this application are true, complete and correct to the best of my knowledge. I understand that providing false, misleading or incomplete information or documentation may result in the refusal, suspension or revocation of the Operator Licence and may also lead to criminal or other legal proceedings.

Jiena hawn nawtorizza lil Transport Malta sabiex tikseb, bil-miktub jew b'kull mezz ieħor permess mil-liġi, informazzjoni dwar ir-rekord kriminali tiegħi u kwalunkwe kundanna li tista' tkun rilevanti għall-evalwazzjoni ta' din l-applikazzjoni, għall-għoti, it-tigidid jew iż-żamma ta' Liċenzja ta' Operatur, jew għall-eżerċizzju tas-setgħat mogħtija lil Transport Malta bil-liġi. Nifhem u nawtorizza wkoll li, fejn ikun meħtieġ jew permess mil-liġi, Transport Malta tista' taqsa jew tikseb informazzjoni rilevanti ma' jew minn entitajiet pubbliċi, awtoritajiet kompetenti jew korpi oħra sabiex twettaq il-funzjonijiet regolatorji u legali tagħha. Nifhem li tali informazzjoni tista' tintuża għal dawn l-għanijiet biss u skont il-liġi applikabbli.

I hereby authorise Transport Malta to obtain, in writing or by any other lawful means, information relating to my criminal record and any convictions that may be relevant to the assessment of this application, the granting, renewal or continued holding of an Operator Licence, or the exercise of any powers conferred on Transport Malta by law. I further understand and authorise that, where required or permitted by law, Transport Malta may obtain or share relevant information with public entities, competent authorities or other bodies for the purpose of carrying out its statutory and regulatory functions. I understand that such information may be used solely for these purposes and in accordance with the applicable law.

Ninrabat ninforma lil Transport Malta bil-miktub b'kull kundanna għal reat rilevanti fi żmien wieħed u għoxrin (21) jum mid-data tal-kundanna. Nifhem li n-nuqqas li nagħmel dan jista' jwassal għas-sospensjoni jew ir-revoka tal-Liċenzja ta' Operatur tiegħi.

I undertake to notify Transport Malta in writing of any conviction for a relevant offence within twenty-one (21) days from the date of conviction. I understand that failure to do so may result in the suspension or revocation of my Operator Licence.

Jiena hawn niddikjara li l-vetturi kollha rreġistrati taħt il-Liċenzja ta' Operatur huma mgħammra b'apparat ta' tracking u li dan jinżamm f'kundizzjoni tajba ta' thaddim.

I hereby declare that all vehicles registered under the Operator Licence are fitted with a tracking device and that such device is maintained in good working order.

Nifhem u naċċetta li l-Awtorità għat-Trasport f'Malta tista' twettaq spezzjonijiet, verifiki u investigazzjonijiet sabiex tivverifika l-konformità mal-kundizzjonijiet tal-Liċenzja ta' Operatur u mar-rekwiżiti applikabbli, inklużi spezzjonijiet tal-faċilitajiet ta' ggaraxxjar, tal-vetturi u tad-dokumentazzjoni rilevanti, u ninrabat li nikkoopera bis-sħiħ ma' tali spezzjonijiet u verifiki. Nifhem ukoll li jekk jinstab li m'iniex konformi mar-rekwiżiti applikabbli, il-Liċenzja ta' Operatur tista' tiġi rrifjutata, sospiża jew revokata u jistgħu jittieħdu passi legali jew kriminali fil-konfront tiegħi.

I understand and accept that the Authority for Transport in Malta may carry out inspections, verification checks and investigations to ascertain compliance with the conditions of the Operator Licence and the applicable requirements, including inspections of garaging facilities, vehicles and relevant documentation, and I undertake to cooperate fully with such inspections and verifications. I further understand that where I am found not to be compliant with the applicable requirements, the Operator Licence may be refused, suspended or revoked and legal or criminal proceedings may be taken against me.

Nikkonferma li jien konxju mir-rekwiżiti kollha applikabbli skont il-liġi u tal-kundizzjonijiet kollha marbuta mal-Liċenzja ta' Operatur, u ninrabat li nkompli nikkonforma magħhom matul il-perjodu kollu ta' validità tal-Liċenzja ta' Operatur.

I confirm that I am aware of all applicable legal requirements and conditions relating to the Operator Licence and undertake to remain compliant with such requirements and conditions throughout the validity of the Operator Licence.

Ninrabat li ninforma lil Transport Malta mingħajr dewmien dwar kwalunkwe bidla fid-dettalji tal-operatur, fiċ-ċentru tal-operat, fil-vetturi awtorizzati, fix-xufiera rreġistrati jew fi kwalunkwe ċirkostanza oħra li tista' taffettwa l-validità tal-Liċenzja ta' Operatur jew il-konformità mar-rekwiżiti applikabbli.

I undertake to notify Transport Malta without delay of any change to the operator details, operating centre, authorised vehicles, registered drivers or any other circumstance which may affect the validity of the Operator Licence or compliance with the applicable requirements.

Firma tal-Applikant
Applicant's Signature

Numru tal-karta tal-identità
ID Card Number

Data
Date

GHALL-UŻU TAL-UFFIĊĠJU BISS FOR OFFICE USE ONLY

Elegibbli
Eligible

☐

Mhux Elegibbli
Not Eligible

☐

Rimarki
Remarks

Inizzjali u timbru tal-uffiċjal ta' TM
TM Official's initials and stamp

Data:
Date:

Data Protection Privacy Notice

The Authority for Transport in Malta, (Transport Malta) of Triq Pantar, Lija, Malta, LJA 2021 is the Data Controller for the purpose of the Data Protection Act CAP 586 and the General Data Protection Regulation (EU) (GDPR) 2016/679. 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.

1. The information we collect and how we use it

1.1. From this Application Transport Malta collects different types of information which information is that required by Law and is used explicitly for your applications related to the Operator licence. It is to be noted that if the required information is not provided the said application could not be processed.

1.2. The primary purpose for collecting information is mainly to process the applications related to operator licence, however, your Personal information may also be used for related purposes that amongst other include: sending notifications, and for the provision of information with regards to any legislative amendments which may affect the services offered to you.

2. To whom we disclose information

2.1. 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 third-party offering assistance in providing the service, to process the operator licence.
- Any law enforcement body who may have any reasonable requirement to access your personal information;
- Third party entities responsible for the data processing and printing of relative Operator licence.

3. Data Subject Rights

3.1. With respect to your privacy rights, the Authority 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;
- g. the right to data portability;
- h. 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.

4. Retention period

4.1. 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.

4.2. Once the operator 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.

5. 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 processing of the operator licence.

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.

6. Governing Law

All data collected in this form is processed in accordance with the Privacy Laws that include General Data Protection Regulation (Regulation 2016/679/EU) 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

8. Contacting us

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