STANDARD OPERATING PROCEDURES

1 OBJECTIVE

1.1 The aim of these procedures is to explain the process and inform vehicle owners with the Procedure to scrap/de-register a vehicle with Transport Malta.

1.2 Vehicles scrapped/de-registered cannot be re-registered again to be used on the road.

2 PROCEDURE

2.1 Transport Malta will only be de-registering/scrapping a vehicle, if the vehicle owner presents a certificate of destruction issued by an approved destruction facility confirming that the vehicle was transferred to an authorized destruction facility in accordance with the Waste Management (End-of Life Vehicles) Regulations.

2.2 The vehicle owner must first take his vehicle to an authorised treatment facility and the vehicle will be scrapped in accordance with the Waste Management (End-of Life Vehicles) Regulations. The authorised destruction facility will issue a Certificate of Destruction and will submit it to the vehicle owner. This certificate must be presented to Transport Malta during the scrapping/de-registration process.

Sections 2.1 and 2.2 applies ONLY to all

- M1 (passenger vehicles which may carry no more than eight passengers in addition to the driver) and
- N1 (vehicles used for the carriage of goods and having a maximum mass not exceeding 3.5 tonnes). All other vehicles are exempt from Section 2.1 and 2.2.

2.3 After the vehicle is taken to the treatment facility, the registered owner must call personally at the offices of Transport Malta, DVLU, A3 Towers, Arcade Street, Paola or DVLU, Pantar Road, Lija and present the following documents:

- The Vehicle Registration Certificate (logbook)
- Registration number plates
- Circulation licence Disc (if it is still valid)
- Application Form VEH 13
- Vehicle destruction certificate issued by the authorised treatment facility (applicable to M1 and N1 vehicles only)
- If the vehicle is registered in the name of a company, a letter signed by the Company Secretary/Managing Director is required, confirming the intention to scrap the vehicle. This declaration must confirm that the directors find no objection to the scrapping of the vehicle. The Board of Directors can authorise either any Director or representative to call personally with his/her I.D Card.
- Cancellation of Hire Purchase (if applicable)

2.4 Any licence arrears, Administration fees / Contraventions and CVA (if applicable) must be paid upon scrapping.

2.5 If the scrapping is not affected within 3 months from the date of the circulation licence expiry, then an administrative fine of €10 for each month in which the applicable circulation licence fee remains unpaid, will be payable to the Authority, with such amount not exceeding €100.

Notwithstanding any other action which may be taken in terms of the Traffic Regulation Ordinance or any regulations thereunder. If the vehicle is not officially scrapped with Transport Malta, the vehicle will be deemed as being used on the road, and therefore the circulation licences would still be due.

2.6 An administrative fee of €10 shall apply during the scrapping/de-registration of vehicle with a supporting destruction certificate.

2.7 If a vehicle has been unofficially disposed, a fee of **€50** will be paid to the Authority subject to providing a notarised affidavit.

3 AUTHORISED DESTRUCTION FACILITIES

Name	Address	Phone Contacts	Email and Website
ICE Vehicles			
Tar-Robba Recycling Centre Ltd.	Limits of Kirkop	21683558, 99457162, 99493311	johnghigo53@gmail.com
Fredu Auto Parts	Plot, 6/7, Nassab Street, Qormi	27492222, 99490220	alfredsammut0220@gmail.com
Gasparell Baling Plant Ltd.	Ħal Far Ind Estate, Birzebbuga	21651475, 99495236	gasparell.b@gmail.com
ELA Ltd.	31, Wied Ghammieq Road Kalkara	21896023, 99495035, 99477294	criszu75@gmail.com
Auto Check Ltd.	19/20/47, Triq l-Inginerija ma'Triq l-Iskola Teknika, Mriehel, Birkirkara	21444441, 79316525	repairs@mile-end.mt
DDE Attard	Scrap Lane, Valletta Road, Luqa, LQA 1764	79667857 / 99493592	info@ddeattard.com
Roc-A-Go Services Ltd.	Triq Tal-Barrani, Zejtun	21697766	rocagoltd@gmail.com
Electric & Hybrid (mild & plugin) Vehicles			
DDE Attard	Scrap Lane, Valletta Road, Luqa, LQA 1764	79667857 / 99493592	info@ddeattard.com

4 PAYMENT TERMS

4.1 Payments by Cheque must be payable to Transport Malta and if they exceed the amount of €1,500, the payment must be made in Cheque, Bank Draft, Credit Card or Debit Card.

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5 NOTES

5.1 There will be instances where a transaction may not be affected and this due to some other restrictions that may be imposed on the vehicle.