# ADV-Z1



## Dettalji ta' Applikant li jkun Kumpanija Reģistrata jew Soċjetà bi Sħubija Applicant Details for Registered Companies or Partnerships

Din il-formola għandha timtela minn Kumpaniji rreģistrati skont l-Att dwar il-Kumpaniji jew Socjetajiet bi Sħubija li jkunu qed japplikaw għal xi liċenza skont ir-Regolamenti dwar l-Użu fit-Triq ta' Bhejjem u Vetturi Miġbuda minn Bhima (L.S. 499.66).

This form is to be completed by Companies registered in terms of the Companies Act or a Partnership which apply for a licence in terms of the Use of Animals and Animal-Drawn Vehicles on the Road Regulations (S.L.499.66).

1 Isem il-Kumpanija Reģistrata	jew Soċjetà bi Sħ	<mark>nubija</mark> Name oj	Registered Com	pany or Partners	ship
2 Numru tar-Reģistrazzjoni tal- Company's or Partnership Reg		oċjetà bi Sħub	ija		
Company's of Partnership Reg	gistration No.	1			
3 Indirizz tal-Uffiċċju Reģistrat /	Registered Office	Address			
Isem jew num <mark>ru</mark> Name or Number					
Triq Street					
Lokalità <i>Locality</i>				8	
Kodići Postali <i>Postcode</i>					
Pajjiż Country					

Contact Address (please write SAME if same as Registered Office)
sem jew numru Name or Number
riq Street
okalità <i>Locality</i>
Kodiċi Postali <i>Postcode</i>
Pajjiż Country
Kif jista' js <mark>ir kunt</mark> att Contact Informatio <mark>n</mark>
ndirizz ta' l-email Email address
Numru tat-Telefon Telephone no.
Dettalji tar-Rappreżentant Awtorizzat tal-Kumpanija/Socjetà bi Shubija  Details of Authorised Representative of Company/Partnership
Details of Authorised Representative of Company/Partnership
Details of Authorised Representative of Company/Partnership  sem Name
Details of Authorised Representative of Company/Partnership  Sem Name  Cunjom Surname  Sumru tal-Karta tal-Identità

L-applikant għandu jippreżenta ma din il-formola riżoluzzjoni tal-bord jew dikjarazzjoni tal-imsieħba li tikkon-ferma li r-Rappreżentant Awtorizzat jista' jiffirma f'isem u jirrapreżenta il-Kumpannija jew Soċjeta bi Sħubija. Along with this form, the applicant shall submit a board resolution or a declaration from the partners confirming that the authorized representative can sign on behalf of and represented the Company or Partnership

#### **Data Protection Privacy Notice**

### Service requested: Registered Companies or Partnerships

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 <a href="mailto:dataprotection.tm@transport.gov.mt">dataprotection.tm@transport.gov.mt</a>. 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: <a href="mailto:dataprotection.tm@transport.gov.mt">dataprotection.tm@transport.gov.mt</a>

#### Contacting us

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