

INITIAL ISSUE

REISSUE

WARNING TO ALL APPLICANTS – Any false statement, misrepresentation or concealment of material fact on this form or any document presented in support of this application may be grounds for criminal prosecution.

Data Protection Notice - 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 to 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.

1. PERSONAL INFORMATION					
Surname					
First Name					
Permanent Address					
▲ No.	House Name	Street	Town	Post Code	Country
Mailing Address (if different from Above)					
▲ No.	House Name	Street	Town	Post Code	Country
Home Telephone No.		Alternative Telephone No. (Optional)		Fax No: (Optional)	
E-mail Address (Optional)					
Malta ID Card No.		Passport No.		Country Issuing Passport	
Date of Birth. Day Month Year		Place & Country of Birth		Nationality	
Certificate of Validation: Reference Number (for reissue only)				Date of Expiry of Certificate of Validation Day Month Year	

2. DECLARATION		
I declare that the information provided on this form is correct. I hereby give my consent to the Director for Civil Aviation or any person authorised by him/her to request any information to verify the details submitted in this application.	Date Day Month Year	
	Signature	

3. PARTICULARS OF PILOT LICENCE		
Type of Licence	Country of Issue	Licence No.
Date of Issue Day Month Year	Date of Expiry (if applicable) Day Month Year	Ratings/Endorsements <input type="checkbox"/> Weight Shift <input type="checkbox"/> 3-axis <input type="checkbox"/> Seaplane

Application for a Certificate of Validation of a Microlight Pilot Licence

Transport Malta-Civil Aviation Directorate, Malta Transport Centre, Pantar Road, Lija LJA 2021 Malta. Tel:+356 2555 5665 Fax:+356 2555 5634 cadpel.tm@transport.gov.mt www.transport.gov.mt

4. MEDICAL

Date of issue of Medical Certificate			Date of Expiry			Class of Medical Certificate
Day	Month	Year	Day	Month	Year	

5. ENGLISH LANGUAGE PROFICIENCY ICAO RATING / FLIGHT RADIOTELEPHONY OPERATOR LICENCE

English Language Proficiency ICAO rating Level	Date of Expiry of English Language proficiency assessment (if applicable)	FRTTO Licence No: Country of Issue:	Date of Expiry of FRTTO Licence:

6. AIR LAW

I certify that the applicant has been briefed and passed an Air Law Exam including local procedures

Date of Examination _____ (dd/mm/yyyy) Name of Examiner _____

Signature of Examiner: _____ Date of Signature _____

7. FLIGHT CHECK (FOR INITIAL AND REISSUE BY FLIGHT CHECK)

I certify that the applicant _____ satisfactorily completed in Malta a

Flight Check for the first issue of a Certificate of Validation

Proficiency Check of the reissue of a Certificate of Validation

3-axis / weight-shift / seaplane type*
(*delete as applicable)

on microlight aircraft registration number _____ on _____ (date).

Name of Examiner authorised or accepted by the Civil Aviation Directorate _____

Examiner Authorisation Number: _____

Name of Authorised Person making the statement: _____

Signature _____ Date of Signature _____

8. EXPERIENCE

To be completed by applicant (Hours stated must be on microlight aircraft)

a) For First Issue of a Certificate of Validation

(i) Total hours _____

(ii) Dual hours in Malta with a CAD authorised Flight Instructor _____ (5hrs Min.)

b) For Reissue of a Certificate of Validation [12 month period is that preceding the date of the application] The rating must be valid by a signed Revalidation by Test or by Certificate of Experience:

Rating	Hours in last 12 months	PIC Time in last 12 months	Date of last Instructional flight with an FI	Tick if you are applying for this rating
3-axis				
Weight shift				
Seaplane				

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9. TO BE COMPLETED BY FLIGHT INSTRUCTOR (FOR REISSUE BY EXPERIENCE)

I being a Flight Instructor for microlight aircraft authorised or accepted by Transport Malta certify that the applicant Mr/s _____ has completed a training flight with me as flight instructor on _____ [dd/mm/yyyy] on a **3-axis / Weight shift / Seaplane** (delete as applicable) microlight and on the basis of the flight and his/her experience, I recommend the re-issue of his/her certificate of validation.

Name of Flight instructor _____ FI Authorisation Reference No. _____

Signature of Flight Instructor _____ Date of Signature _____

10. DOCUMENTS REQUIRED

<p>For Initial Issue:</p> <ul style="list-style-type: none"> <input type="checkbox"/> ID card or Passport (if no Malta ID card) <input type="checkbox"/> Microlight Pilot Licence <input type="checkbox"/> Flight Radiotelephony Operator's Licence <input type="checkbox"/> Log Book <input type="checkbox"/> Medical Certificate <input type="checkbox"/> English Language Proficiency–ICAO Level 4 Min <input type="checkbox"/> Statement of Dual hours with a CAD Malta authorised Flight Instructor 	<p>For Reissue:</p> <p>ID card or Passport (if no Malta ID card), Flight Radiotelephony Operator's Licence and Medical Certificate are only required if these have been reissued or altered from the document sent previously.</p> <p><input type="checkbox"/> Log Book <input type="checkbox"/> Microlight Pilot's Licence <input type="checkbox"/> English LP</p> <p>Note: Medical certificate, Pilot licence, FRTO licence, English Language Proficiency and Certificate of Test or Experience <u>must be valid when application is submitted.</u></p> <p>Applicants are advised to apply for the certificate of validation as soon as possible after the test flight or instructional flight.</p>
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When completed return this form to: **TRANSPORT MALTA** Telephone: **(356) 2555 5665**
Civil Aviation Directorate,
Personnel Licensing Section,
Pantar Road, Lija
LJA 2021, Malta.

11. FOR OFFICIAL USE ONLY

<ul style="list-style-type: none"> <input type="checkbox"/> ISSUED <input type="checkbox"/> NOT ISSUED <input type="checkbox"/> PEL Database updated 	<p>Payment – receipt No. and date: _____</p> <p>PEL Officer Name & Signature: _____</p>
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Data Protection Privacy Notice

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.

1. The information we collect and how we use it

- 1.1. From this application form Transport Malta collects different types of information which information is that required by Law and is used explicitly for your particular application. It is to be noted that if the required information is not provided the said application cannot be processed.
- 1.2. The primary purpose for collecting information is mainly to process the application for the service being applied for, however, your personal information may also be used for related purposes that amongst other include: sending notifications, renewal of licence/certificate after expiry period, 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 required service;
 - Any law enforcement body who may have any reasonable requirement to access your personal information;
 - Third party entities responsible for the data processing contracted by Transport Malta.

3. 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:
 - a. the right for information;
 - b. the right to access;
 - c. the right to rectification;
 - d. the right to erasure;
 - e. the right to restrict processing;
 - f. the right to object to processing;
 - g. the right to data portability;
 - h. the right to complain to a supervisory authority; and
 - i. 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 service related to your application is provided, 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 purpose indicated herein.
- 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 (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

8. Contacting us

- 8.1. Please address any questions, comments and requests regarding the application process to civil.aviation@transport.gov.mt