

# Declaration re lost official Document



## Ports Commercial Department

Transport Malta, Triq Pantar, Hal-Lija. LJA 2021 Malta. Tel. +356 21222203 [info.tm@transport.gov.mt](mailto:info.tm@transport.gov.mt) [www.transport.gov.mt](http://www.transport.gov.mt)

Applicant's Name and Surname \_\_\_\_\_

I.D. Card /Passport No.

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Address \_\_\_\_\_

Locality \_\_\_\_\_

Postcode \_\_\_\_\_

Small Ship Registration No. S

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### Declaration by applicant

I, hereby declare that the original Certificate pertaining to the above mentioned small ship is no longer in my possession and am thus seeking a replacement. I also undertake to return the document should it ever be found.

I also declare that the above details are true and correct and am fully aware that any false declaration made in this application will annul this form and may give rise to criminal proceedings.

The form is to be completed and returned to the office of the Ports Commercial Department, Small Ships Registry.

\_\_\_\_\_  
Signature

Date 

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### For Office Use

\_\_\_\_\_  
Authorised Official

Authority for Transport in Malta

Date 

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## Dikjarazzjoni dwar Dokument Uffiċjali Mitluf



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Isem u Kunjom l-Applikant \_\_\_\_\_

Numru tal-I.D. Card /Passport

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Indirizz \_\_\_\_\_

Lokalità \_\_\_\_\_

Kodiċi Postali \_\_\_\_\_

Numru tar-Registrazzjoni tal-Bastiment Żgħir S

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### Dikjarazzjoni

Jien, hawnhekk niddikjara li m'għandix fil-pussess tiegħi  -Certifikat ta' Registrazzjoni oriġinali li jappartjeni Bastiment  għir bin-numru ta' registrazzjoni ndikat hawn fuq u għalhekk qed nitlob kopja tiegħu. Jien niddikjara wkoll li nirritorna d-dokument f'każ li dan jinstab.

Jien qiegħed niddikjara wkoll li d-dettalji msemmija hawn fuq huma reali u korretti u li jien ninsab konxju mill-fatt li kull dikjarazzjoni falza li setgħet ingħatat f'din l-applikazzjoni tista' twassal biex din l-applikazzjoni tiġi nvalida u bażi ta' dan jistgħu jinbdew proċeduri legali kontra.

Il-Formula mimlija trid tintbagħat lil *Ports Commercial Department, Small Ships Registry*.

\_\_\_\_\_  
Firma tal-Applikant

Data 

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### Għal użu tal-Uffiċċju

\_\_\_\_\_  
Uffiċċjal Awtorizzat

Awtorità tat-Transport f'Malta

Date 

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## Data Protection Privacy Notice

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

The information provided in this Declaration is used by Transport Malta to process your request to be given a new registration Certificate of a Small Ship. It is to be noted that if the required information is not provided the said request could not be processed.

- 1.1. The primary purpose for collecting information is mainly to process your request to obtain a copy of the Registration Certificate of a Small Ship, however, your Personal information may also be used for related purposes that amongst other include: sending notifications, re-registration, 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, including Insurance companies and other Contractors;
  - Any law enforcement body who may have any reasonable requirement to access your personal information;
  - Third party entities responsible for the data processing.

### 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](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.

### 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 request is processed, 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 purposes mentioned above.
- 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 General Data Protection Regulation (GDPR) 2016/679 and CAP 586 Data Protection Act of the Laws of Malta.

### 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)

### 8. Contacting us

Please address any questions, comments and requests regarding the application process to [ssr.tm@transport.gov.mt](mailto:ssr.tm@transport.gov.mt)