

DRV020	Transport Malta Land Transport Directorate Telephone: (00356) 2556 0000 / 80072309 Email: info.tm@transport.gov.mt Website: www.transport.gov.mt	 Transport Malta
APPLICATION FOR DRIVING TEST (PRACTICAL) THIS FORM MUST BE SENT STRICTLY BY POST ONLY		

A. PERSONAL DETAILS (*Dettalji Personali*)

ID Card no. (<i>Nru. Tal-karta ta' l-identita'</i>):	Name (<i>Isem</i>):	Surname (<i>Kunjom</i>):	Category applied for (<i>Kategorija applikata</i>):

B. ADDITIONAL DETAILS (*Dettalji Addizzjonali*)

Motoring School (<i>Skola tas-Sewqan</i>): 	If being presented by an Individual then Name, Surname and ID Card <i>Jekk ser tittella minn Individwu/a allura l-isem, kunjom u Nru. Tal-karta ta' l-identita'</i>
Pass date of Theory Test <i>Data meta ghaddejt mit-Test tat-Teorija</i>	

C. DECLARATION (*Dikjarazzjoni*)

I declare that I am prepared to sit for my Practical Driving Test and I understand that I will be contacted by the Authority with a date and time for this Test at least three weeks from the submittal of this Application form.

Jien/a niddikjara li jien/a ppreparat sabiex nitla' ghat-Test tal-Prattika u nifhem li ser nigi kkuntattjat/a mill-Awtorita' b'data u hin ghal dan it-Test sa tlett gimghat mid-data minn meta nipprezenta din l-Applikazzjoni.

Signature / Firma _____ Date / Data _____

D. PROCESS

This form shall be sent strictly by mail only to the Authority for Transport, A3 Towers, Arcade Street, Paola PLA 1212, together with a Cheque for € 23.25 being application fee for the Practical Driving Test. All first test application for the Practical Driving Test must be accompanied by a Student Record Sheet whether through a Motoring School or Private Individual.

Din il-formola ghandha tintbaghat strettament bil-posta biss lill-Awtorita' ghat-Trasport, A3 Towers, Triq L-Arkata Paola PLA 1212, flimkien ma' Cekk ta' €23.25 bhala hlas ghall-Applikazzjoni tat-Test Prattiku. L-ewwel applikazzjoni tat-Test Prattikughandha tkun akkompanjata minn Student Record Sheet kemm jekk qed tittella' minn Skola tas-Sewqan jew minn Individwu.

Provisions will be made for candidates who will be unable to attend on the date and time set by the Authority, if the reason is justified and against proof eg. Travel, Court summons if the candidate is required to sit for another Examination. In such cases the Authority must be notified at least two weeks prior to the scheduled Practical Driving Test. Candidates who fail to attend the Test on the given date will be required to re-apply for the Test and pay the application fee of € 23.25. Motoring Schools may charge a separate fee subject to a separate receipt for bringing candidates for the test.

Konsiderazzjoni issir ghal dawk il-kandidati li ma jkunux jistghu jattentu fid-data u l-hin mghoti mill-Awtorita', dan jekk ir-raguni tkun justifikata u bi provi ezempju f'kaz ta' safar, qorti jew jekk il-kandidat ghandu Ezami iehor. F'dawn il-kazi l-Awtorita' ghandha tigi nfurmata mill-inqas hmistax qabel id-data mibghuta ghat-Test. Kandidati li ma jattendux ghat-Test mghoti lilhom jkun hemm bzonn li japplikaw mil-gdid ghal dan it-Test u jhallsu €23.25 mil-gdid. L-Iskejjel tas-Sewqan jistghaw jitolbu hlas separat li ghaliha tinghata rcevuta sabiex itellaw kandidati ghat-Test Prattiku.

Avviz tal-Informazzjoni Protetta
 L-informazzjoni kollha miqbura f'din il-formola hija pprocessata skont il-Ligijiet tal-Privatezza li jinkludu r-Regolamenti Generali dwar il-Protezzjoni tad-Data (Reg 2016/679/EU) u Kapitolu 586 tal-Ligijiet ta' Malta (Data Protection Act). L-informazzjoni pprovduta tista' tigi mghoddija lil Awtoritajiet Pubblici u/jew Dipartimenti tal-Gvern ohra kif mehtieg u kif permess mil-Ligijiet Maltija. Transport Malta ta' Triq Pantar, Lija, LJA2021 hija l-kontrollur ta' l-informazzjoni ghall-iskop tal-ligijiet tal-privatezza. L-Avviz ta' Privatezza mehu ma' din l-applikazzjoni jistabbilixxi l-mod kif l-informazzjoni/data personali tingabar u tigi pprocessata minn Transport Malta, kif ukoll il-passi li jittiehdu biex tigi protetta din l-informazzjoni.

Data Protection Notice
 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). The data provided may be exchanged with 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.

Data Protection Privacy Notice

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 Vehicle Registration and Drivers Licences. 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 Vehicle Registration and Drivers Licences, however, your Personal information may also be used for related purposes that amongst other 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.

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 Contractors responsible for the development of Vehicle Registration and Licensing or Driving Licences Applications;
 - 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 licences.

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 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 Vehicle Registration and Licensing or Driving Licences.
- 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.