|  |  |
| --- | --- |
| Personal Data Protection Information and Consent to Process Data | Informazjoni dwar il-Protezzjoni tad-Data Personali u kunsens Għal- Ipproċessar tad-Data |
| Contact email address of the Data Protection Officer: [dpo@maltaenterprise.com](mailto:dpo@maltaenterprise.com) | Indirizz elettroniku tal-uffiċċjal tal-protezzjoni tad-data: [dpo@maltaenterprise.com](mailto:dpo@maltaenterprise.com) |
| Please read this document carefully and fill in any required data. When complete print the document initialise each page and sign the last page. A scanned version of the signed document should consequently be uploaded to the appropriate section in the ‘Client Portal’. | Jekk jogħġbok aqra sew dan id-dokument u imla l-informazzjoni meħtieġa. Meta tlesti, stampa d-dokument, inizjalizzakull paġna u ffirma l-aħħar faċċata. Verżjoni skenjata tad-dokument iffirmat għandha imbagħad tittella' fis-sezzjoni xierqa fil- "Portal tal-Klijent". |
| The legal basis and purpose of processing: | **Bażi legali u għan tal-ipproċessar:** |
| The personal data collected by Malta Enterprise (hereinafter ‘the Corporation) via this written application for aid inclusive of related annexes as submitted to the Corporation via its Client Portal (hereinafter ‘the Application’) and its subsequent processing by the Corporation to evaluate data subject’s request for aid under the Scheme, is in line with: | L-informazzjoni personali miġbura mil-Malta Enterprise (minn hawn il-quddiem imsemmija bħala il-Korporazzjoni), peremezz ta’ din l-applikazzjoni għall-għajnuna inkluzi dokumenti relatati mibghuta lill-Korporazzjoni permezz tal-Client Portal amministrat minn l-istess Korporazzjoni (minn hawn il-quddiem imsemmija bhala l-Applikazzjoni), u kull proċessar ieħor mill-Korporazzjoni marbut magħha, biex tiġi evalwata t-talba għall-għajnuna mis-suġġett tad-data taħt din l-iskema, huwa konformi ma’: |
| i. The Scheme Incentive Guidelines; | i. Il-Linji Gwida tal-Inċentiv |
| ii. Article 28 of the Malta Enterprise Act; | Ii Artiklu 28 tal-Att tal-Liġi tal-Malta Enterprise |
| iii The applicable Commission Regulation: Commission Regulation (EU) No 651/2014 of 17th June 2014 declaring certain categories of aid compatible with the internal market in application of Articles 107 and 108 of the Treaty as amended by Commission Regulation (EU) No 2017/1084 of 14 June 2017 amending Regulation (EU) No 651/2014 as regards aid for port and airport infrastructure, notification thresholds for aid for culture and heritage conservation and for aid for sport and multifunctional recreational infrastructures, and regional operating aid schemes for outermost regions and amending Regulation (EU) No 702/2014 as regards the calculation of eligible costs(hereinafter referred to as the ‘General Block Exemption Regulations’ (for Schemes notified under the General Block Exemption Regulations 2014); or Commission Regulation (EC) No 800/2008 of 6 August 2008 declaring certain categories of aid compatible with the common market in application of Articles 87 and 88 of the Treaty (General block exemption Regulation 2008), or Commission Regulation (EU) No 1407/2013 of 18 December 2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid (de minimis Regulation); | iii Ir-Regolament applikabbli tal-Kummissjoni:  Ir-Regolament tal-Kummissjoni (UE) Nru 651/2014 tas-17 ta’ Ġunju 2014, li jiddikjara li ċerti kategoriji ta’ għajnuna huma kompatibbli mas-suq intern skont l-Artikli 107 u 108 tat-Trattat kif emendat mir-Regolament tal-Kummissjoni (UE) Nru 2017/1084 tas-14 ta’ Ġunju 2017, li jemenda r-Regolament (UE) Nru 651/2014 f'dak li għandu x'jaqsam ma' għajnuna għal infrastruttura tal-port u tal-ajruport, livelli limitu ta' notifika għal għajnuna għall-kultura u l-konservazzjoni tal-patrimonju u għajnuna għall-infrastrutturi għall-isport u għar-rikreazzjoni multifunzjonali, u l-iskemi ta' għajnuna operatorja reġjonali għar-reġjuni ultraperiferiċi u li jemenda r-Regolament (UE) Nru 702/2014 f'dak li jirrigwarda l-kalkolu tal-ispejjeż eliġibbli, minn hawn 'il quddiem “ir-Regolament għal Eżenzjoni Ġenerali Sħiħa” (għal skemi notifikati taħt “ir-Regolament għal Eżenzjoni Ġenerali Sħiħa); jew ir-Regolament tal-Kummissjoni (KE) Nru 800/2008 tas-6ta’ Awwissu 2008, li jiddikjara ċerti kategoriji ta’ għajnuna bħala kompatibbli mas-suq komuni(Regolament għal Eżenzjoni Ġenerali Sħiħa) jew , jew ir-Regolament tal-Kummissjoni (UE) Nru 1407/2013, tat-18 ta’ Diċembru 2013, dwar l-applikazzjoni tal-Artikoli 107 u 108 tat-Trattat dwar il-Funzjonament tal-Unjoni Ewropea għall-għajnuna de minimis (Regolament de minimis) |
| iv. Data Protection Act, Chapter 586 of the Laws of Malta and Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation). | iv. Il-Liġi dwar il-Protezzjoni tad-Data, Kapitlu 586 tal-Liġijiet ta’ Malta u r-Regolament (UE) 2016/679 tal-Parlament Ewropew u tal-Kunsill tas-27 ta' April 2016 dwar il-protezzjoni tal-persuni fiżiċi fir-rigward tal-ipproċessar ta' data personali u dwar il-moviment liberu ta’ tali data, u li jħassar id-Direttiva 95/46/KE (Regolament Ġenerali dwar il-Protezzjoni tad-Data) |
| The legitimate basis to process personal data submitted by the data subject by virtue of his/her Application is Regulation 6 (1)(b) of the General Data Protection Regulation (“GDPR”), as ‘processing is necessary in order to take steps at the request of the data subject prior to entering into a contract’. | Il-bażi leġittima biex tiġi pproċessta data personali mgħoddija mis-suġġett tad-data permezz tal-Applikazzjoni tiegħu/tagħha hija Regolament Nru 6 (1)(b) tal-Liġi dwar il-Protezzjoni tad-Data (GDPR), li jgħid li l-ipproċessar huwa meħtieġ sabiex jittieħdu passi fuq talba tas-suġġett tad-data qabel ma jidħol f’kuntratt |

|  |  |
| --- | --- |
| Data retention period: | Perjodu taż-żamma tad-data: |
| The data collected by the Corporation as submitted by the data subject via the Application will be retained for a period of 10 years from the last aid granted to the Undertaking represented by the data subject in relation to this written application for aid, in line with the Scheme Incentive Guidelines and Article 12 of the General Block Exemption Regulations 2014 or Article 10 of General Block Exemption Regulations 2008 or Article 6 of the de minimis Regulation. | Id-data miġbura mill-Korporazzjoni, kif mgħotija mis-suġġett tad-data permezz ta’ l-Applikazzjoni, tinżamm għal perjodu ta’ 10 snin mill-aħħar għajnuna mgħotija lill-impriża rappreżentata mis-suġġett tad-data fir-rigward ta’ din l-applikazzjoni għall-għajnuna, konformi mal-Linji Gwida tal-Inċentiv u Artiklu 12 tar-Regolament għal Eżenzjoni Ġenerali Sħiħa 2014 jew Artiklu 10 tar-Regolament għal Eżenzjoni Ġenerali Sħiħa 2008 jew Artiklu 6 tar-Regolament de minimis. |

|  |  |
| --- | --- |
| Pursuant to the Regulation, you have the right to access the personal data, rectify inaccurate personal data, request to erase personal data and request the Corporation to restrict the processing of personal data | Skont ir-Regolament, għandek id-dritt taċċessa d-data personali, tirranġa data personali mhux preċiża, titlob li tħassar id-data personali u titlob lill-Korporazzjoni biex tillimita l-ipproċessar tad-data personali tiegħek. |
| To exercise such rights, you are to submit a written request to the Data Protection Officer via the contact e-mail address. | Biex teffettwa dawn id-drittijiet, għandek tissottometti talba bil-miktub lill-Uffiċjal tal-Protezzjoni tad-Data billi tibgħat email fl-indirizz elettroniku ta’ l-Uffiċjal. |
| Any erasing and/or rectification of personal data and/or restriction of processing as referred to above may: | Kwalunkwe tħassir jew ratifika ta' data personali jew restrizzjoni tal-ipproċessar kif imsemmi hawn fuq jistgħu: |
| i) Render one or more cost items or the Undertaking ineligible for assistance under the Scheme or render void an Incentive Entitlement Certificate issued in favour of the Undertaking for assistance under the Scheme in relation to the Application; | i) Iwasslu biex spejjeż individwali jew l-impriża innifisha issir ineliġibbli għal għajnuna taħt l-Iskema; u jirrendu iċ-Certifikat tad-Dritt għall-Inċentiv maħruġ favur l-Intrapriża għall-għajnuna taħt l-Iskema b'rabta ma’ l-Applikazzjoni invalidu; |
| ii) Lead the Corporation to enforce a recovery of aid granted to the Undertaking as part of the Application, in line with Article 32 of the Malta Enterprise Act. | ii) Twassal lill-Korporazzjoni biex tinforza irkupru tal-għajnuna mogħtija lill-Impriża bħala parti minn l-Applikazzjoni, skont l-Artiklu 32 tal-Att dwar il-Malta Enterprise. |

|  |  |
| --- | --- |
| Sharing of data where strictly necessary and required by law: | Qsim ta’ data fejn strettament meħtieġ u mitlub bil-liġi: |
| For the purpose of processing the Application in line with the Scheme Incentive Guidelines, the General Block Exemption Regulations or the Commission Regulation (EU) No 1407/2013 of 18 December 2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid (hereinafter referred to as the ‘de minimis Regulations’), the Corporation shall share the data provided via this application with other Government Entities, subject that such processing satisfies at least one of the grounds listed under Regulation of the GDPR. | Sabiex tiġi pproċessata l-Applikazzjoni skont il-Linji Gwida tal-Inċentivi, ir-Regolamenti ta' Eżenzjoni Ġenerali Sħiħa, jew ir-Regolament tal-Kummissjoni (UE) Nru 1407/2013 tat-18 ta’ Diċembru 2013 dwar l-applikazzjoni ta' Artikli 107 u 108 tat-Trattat dwar il-Funzjonament tal-Unjoni Ewropea għall-għajnuna de minimis (minn hawn 'il quddiem imsejjaħ "Regolamenti de minimis"), Il-Korporazzjoni għandha taqsam id-data pprovduta permezz ta’ din l-applikazzjoni ma' Entitajiet tal-Gvern oħrajn, sakemm dan l-ipproċessar jissodisfa tal-anqas waħda mir-raġunijiet elenkati taħt ir-Regolament tal-GDPR. |
| For the purpose of monitoring of aid in line with Article 6 of the de minimis Regulations and Articles 11 and 12 of the General Block Exemption Regulations 2014 or Articles 10 and 11 of the General Block Exemption Regulations 2008or where legally required, any data provided as part of the Application may be shared with the European Commission. | Għall-iskop ta’ monitoraġġ tal-għajnuna f'konformità mal-Artikolu 6 tar-Regolamenti de minimis u l-Artikoli 11 u 12 tar-Regolamenti ta' Eżenzjoni Ġenerali Sħiħa 2014 jew Artikoli 10 u 11 tar-Regolamenti ta' Eżenzjoni Ġenerali Sħiħa 2008 jew fejn meħtieġ legalment, kull data pprovduta bħala parti minn l-Applikazzjoni tista' tinqasam mal- Kummissjoni. |
| For any individual aid awarded in excess of €500,000 as part of the Application, the details of the Beneficiary, the awarded aid and the project details shall be published as provided for in Article 9 of the General Block Exemption Regulations. | Għal kwalunkwe għajnuna individwali mogħtija li taqbeż il-€ 500,000 bħala parti minn l-Applikazzjoni, id-dettalji tal-Benefiċjarju, l-għajnuna mogħtija u d-dettalji tal-proġett għandhom jiġu ppubblikati kif previst fl-Artikolu 9 tar- Regolament għal Eżenzjoni Ġenerali Sħiħa. |
| If you feel that your data protection rights have been infringed, you have the right to lodge a complaint with the Information and Data Protection Commissioner. | Jekk tħoss li d-drittijiet tal-protezzjoni tad-data tiegħek ġew miksura, għandek id-dritt tippreżenta lment mal-Kummissarju għall-Informazzjoni u l-Protezzjoni tad-Data. |

|  |  |  |  |
| --- | --- | --- | --- |
| Authorisation to engage with the Corporation on matters related to the Application. | | Awtorizzazzjoni lill-Korporazzjoni dwar kwistjonijiet relatati ma’ l-Applikazzjoni. | |
| I the undersigned, as legal representative of the Applicant Undertaking, authorise the following Legal Bodies and/or Natural Persons to act on my behalf with Malta Enterprise Corporation with respect to matters related to the Application and any subsequent documentation exchanged between the two parties in relation to the same Application. | | Jiena hawn taħt iffirmat, bħala rappreżentant legali tal-impriża applikanti, nawtorizza lill-Entitajiet Legali u / jew Persuni Fiżiċi li ġejjin biex jaġixxu f'ismi mal- Korporazzjoni Malta Enterprise fir-rigward ta' kwistjonijiet relatati ma' l-Applikazzjoni u kull dokumentazzjoni sussegwenti skambjata bejn iż-żewġ partijiet fir-rigward tal-istess Applikazzjoni. | |
| |  |  |  | | --- | --- | --- | | Name of Legal Entity | Name and Surname of Natural Person granted authorisation(1) | E-mail address of party granted authorisation(2) | | Isem Legali tal-Entità | Isem u Kunjon il-Persuna Fiżika mgħotija awtorizzazzjoni (1) | Indirizz tal-email tal-parti mgħotija awtorizzazzjoni (2) | |  |  | @     .com | |  |  | @     .com | |  |  | @     .com | |  |  | @     .com | |  |  | @     .com | |  |  | @     .com | |  |  | @     .com | | | | |
|  |  | |  |
| Note 1: Leave empty if authorisation is intended to any natural person engaged with the Legal Entity. Otherwise specify the name and surname of the person(s) working for the Legal Entity to whom the authorisation is intended. | | Nota 1: Ħalli vojt jekk l-awtorizzazzjoni hija maħsuba għal kwalunkwe persuna fiżika impjegata mal-Entità Legali. Inkella speċifika l-isem u l-kunjom tal-persuna/i li jaħdmu għall-Entità Legali li lilha hija maħsuba l-awtorizzazzjoni. | |
| Note 2: Written communication with the Legal Entity and/or Natural Person granted authorisation via email will only be accepted via the email address specified in the table above. The Undersigned should be copied (via the email address specified in the Application) in any communication between the Corporation and the Person granted authorisation as per above table. | | Nota 2: Komunikazzjoni bil-miktub mal-Entità Legali u / jew Persuna Fiżika li tingħata awtorizzazzjoni permezz tal-email tiġi aċċettata biss permezz tal-indirizz elettroniku speċifikat fit-tabella hawn fuq. Is-Sottoskritt għandu jiġi kkupjat (permezz tal-indirizz elettroniku speċifikat fl-Applikazzjoni) f'kull komunikazzjoni bejn il-Korporazzjoni u l-Persuna mogħtija l-awtorizzazzjoni skont it-tabella t'hawn fuq. | |

|  |  |
| --- | --- |
| In respect of the application with the ‘Application Number’ identified below, I confirm that I have read the text contained in this document and agree to its contents. | Fir-rigward tal-applikazzjoni bin- "Numru tal-Applikazzjoni" identifikat hawn taħt, nikkonferma li qrajt il-kitba li tinsab f'dan id-dokument u naqbel mal-kontenut. |
|  | |
| The application number in relation to which this form is being submitted is be generated via the client portal (see below) when an application is created. This number should be inserted above. | In-numru tal-applikazzjoni li dwaru qed titressaq din il-formola jiġi ġġenerat permezz tal-portal tal-klijent (ara hawn taħt) meta tinħoloq applikazzjoni. Dan in-numru għandu jiddaħħal hawn fuq. |
|  | |
| Name and Surname of person giving authorisation: | Isem u kunjom il-persuna li qed tagħti awtorizzazzjoni: |
|  | |
| E-mail address of person giving authorisation: | Indirizz elettroniku tal-persuna li qed tagħti awtorizzazzjoni: |
| @     .com | |
| Date | Data |
|  | |
| Signature of person giving authorisation: | Firma tal-persuna li qed tagħti awtorizzazzjoni |
|  | |
| The person giving authorisation should correspond to the data subject of personal data contained in the Application as well as represent the Applicant Undertaking as its legal representative. | Il-persuna li tagħti l-awtorizzazzjoni għandha tikkorrispondi mas-suġġett tad-data personali li tinsab f'din l-applikazzjoni kif ukoll tirrappreżenta lill-impriża applikanti bħala r-rappreżentant legali tagħha. |
| Please make sure you initialise all pages of this document. | **Jekk jogħġbok aċċerta li tinizjalizza il-paġni kollha ta' dan id-dokument**. |