



IDENTITY CARDS UNIT EID ACCOUNT EMAIL ADDRESS CHANGE REQUEST FORM

By signing this form, your eID account email address will be changed.

PART I APPLICANT'S DETAILS

Full Name

ID Card Number Date of Birth

D	D	M	M	Y	Y	Y	Y
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PART II CHANGE OF EMAIL ADDRESS

Current Email Address

New Email Address

PART III REASON FOR CHANGE OF EMAIL ADDRESS

PART IV DECLARATION BY THE APPLICANT

I hereby declare that the details furnished above are true and correct to the best of my knowledge and belief.

I undertake to inform Identity Malta Agency of any changes therein immediately.

I further understand that providing false, untrue, misleading, or misrepresenting information and/or maliciously changing the e-ID email address to obtain illegal access to online government services constitutes a criminal offence, in terms of Articles 188 and 337C of the Criminal Code, Chapter 9 of the Laws of Malta and as such the pertinent provisions shall apply.

I confirm that I shall keep the e-ID credentials protected and confidential and shall take all reasonable measures to prevent the loss, disclosure, modification or unauthorized use of.

I confirm that I have read and understood all contents of this form.

Signature _____ Date

D	D	M	M	Y	Y	Y	Y
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PART V DECLARATION BY THE AUTHORIZED REPRESENTATIVES

I, hereby declare that I have physically verified the identity of the applicant by confirming the portrait photo and the identity document details in person. The identity document check confirms, to the best of my abilities, that the person appearing before me and applying for a change of email address is the actual holder of the said identity document and that they are the persons who they claim to be.

Authorized Representative Full Name:

Entity:

Signature: _____ Date

D	D	M	M	Y	Y	Y	Y
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PRIVACY POLICY

By submitting the E-ID Account Email Address Change Request Form (the “Form”) to Identity Malta Agency (“IMA”), you provide IMA with personal data (the “Personal Data”) in the capacity of data subject. The aim of this Privacy Policy (the “Policy”) is to comply with our transparency obligations under data protection legislation, to inform you about the entity responsible for processing your Personal Data, the purpose and legal basis for processing, for how long your Personal Data will be kept, with whom it will be shared and about your rights as a data subject under GDPR.

1. Data Controller and Data Protection Officer

IMA is the data controller, meaning the entity that defines the purposes and means for collecting and processing Personal Data under this Form. IMA is an Agency of the Government of Malta responsible for public administration services related to identity management.

IMA Data Protection Officer (“DPO”) is responsible to attend any query related to this Policy and in general to data protection at IMA. The Data Protection Officer may be contacted by email or by regular post using the details provided below:

Postal Address:

Data Protection Officer

Identity Malta Agency Valley Road,

Msida, MSD 9020, Malta

Email: dataprotection@identitymalta.com

2. Purposes and legal basis

The purpose for processing Personal Data by IMA is to receive, assess and process a request for changing the eID email address. Personal Data collected in this Form will be used to populate IMA’s information system, where the Personal Data will be kept in a highly secure manner. Processing of Personal Data is necessary for the performance of a task carried out in the exercise of official authority vested in IMA.

3. Recipients Personal Data

Personal Data will be accessed by IMA employees in charge of processing the Form. In case the need may arise, Personal Data will be also accessed by IMA suppliers in charge of maintaining IMA’s information systems. If necessary and proportionate for lawful and specific purposes, IMA may disclose Personal Data to other third parties (such as other Government entities or law enforcement authorities). This will be done in line with data protection legislation, and arrangements are in place to guarantee the security and lawfulness of these transfers. Personal Data will not be transferred to third countries or international organizations.

4. Storage period Data Personal Data

Personal Data will be retained for no longer than it is strictly necessary and in line with the applicable retention policies.

5. Your Rights

You can contact the DPO to exercise your right to access, rectify, restrict and, as the case may be, erase the Personal Data, in compliance with applicable laws. You also have the right to object to the processing of Personal Data at any time, on grounds relating to your situation. If you feel that IMA has infringed your data protection rights, you may submit a complaint to the supervisory authority of the Member State of your habitual residence or place of work, or, alternatively, to the supervisory authority of the Member State where the alleged infringement has taken place.

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