



Ref: DFU 02.1 of 2020

Change of National Contact Point Form

I Mr/Ms _____ NCP for _____ shall hold
the position of NCP till _____ .

To be filled in by current NCP:

Name and Surname	
ID Card	
Ministry	
Division or Department Name	
Work Address	
Work Phone Number	
Do you have an active DFMS Account?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will you, or anyone from your division/department, still need access to DFMS after the change in NCP is completed?	<input type="checkbox"/> Yes <input type="checkbox"/> No ¹
If marked yes, please provide the names of the persons requiring access and the reason as to why access is still required.	<i>Name and Surname:</i> <i>Reason:</i>
Signature	

¹ If marked no, please note that access to your account and/or of anyone within your division/department will be revoked

To be filled in by new NCP:

From _____ the position of NCP for _____ shall be covered by Mr/Mrs _____ .

To be filled in by new NCP:

Name and Surname	
ID Card	
Ministry	
Division or Department Name	
Work Address	
Work Phone Number	
Do you have an active DFMS Account?	<input type="checkbox"/> Yes <input type="checkbox"/> No ²
If yes, what is your current assigned EU Funding Programme?	
Will you still need access to this current assigned EU Funding Programme	<input type="checkbox"/> Yes <input type="checkbox"/> No ³
If yes, in the indicated space please specify as to why your access is still required	
Signature	

² New NCPs are requested to download the application from eufunds.gov.mt, fill it in and forward it to FPD Direct Funds Unit. A soft copy is to be sent to direct.funds@gov.mt and a hard copy is to be sent to the Funds & Programme Division, The Oaks Business Centre, Block B, Farsons Street, Hamrun HMR 1321, Malta.

³ If marked no, please note that access to this Funding Programme will be revoked

This form was endorsed by⁴:

Name and Surname	
Designation	
Signature	
Date	

Information gathered from this application is held in accordance with the Data Protection Act. All “Personal Data” is held by the ICT Unit within the FPD in order to provide you with online access to services. This Application Form may not be copied by any means (except by the Applicant) and the original shall be kept in a secure area within the ICT Unit. All applicants are to ensure that all information within this application form is correct and complete. All provided data shall be used for the purpose indicated unless your prior permission is sought. All data is kept for no longer than necessary. ICT management reserves the right to terminate accounts which have not been used for more than six months or for any other valid reason at its own discretion.

⁴ To be endorsed by the Ministry representative of the entity under which the NCP and Direct Funding Instrument fall.