

Section 1 – Preambles

Taqsim 1- Preamboli

1.1 Introduction

1.1 Introduzzjoni

The purpose and use of this Assessment Form is to provide the guidelines as established by the Competent Authority appointed by the Ministry for Finance to determine the eligibility of new buildings under the Scheme of the Ministry for Finance, Property developed in conformity with approved criteria, regulated by Subsidiary Legislation 364.19.

L-għan u l-użu ta' din il-Formola ta' Valutazzjoni huwa li tipprovdi l-linji gwida kif stabbiliti mill-Awtorità Kompetenti maħtura mill-Ministeru għall-Finanzi biex tiddetermina l- eliġibilità ta' bini ġdid taħt l-Iskema tal-Ministeru għall-Finanzi, Proprjeta' żviluppata b'konformita' ma' kriterji approvati, regolata mil-Liġi Sussidjarja 364.19.

This Assessment Form will provide the Competent Authority the tool, to evaluate applications submitted under this Scheme for property which was acquired from 12th October 2021 onwards and which was afterwards developed to bear features that characterise vernacular or traditional Maltese architectural style in line with the established guidelines approved by the Competent Authority.

Din il-Formola ta' Valutazzjoni se tipprovdi lill-Awtorità Kompetenti l-għodda, biex tevalwa l-applikazzjonijiet sottomessi taħt din l-Iskema għal proprjeta' akkwistata mit-12 ta' Ottubru 2021 'il quddiem, u li wara ġiet żviluppata b'karatteristiċi li jikkaratterizzaw stil arkitettoniku vernakulari jew tradizzjonali Malti konformi mal-linji gwida stabbiliti approvati mill-Awtorità Kompetenti.

The scope of this assessment instrument is limited for the intents and purposes for determining whether the building subject of an application is designed in line with the established guidelines as defined in the assessment form.

L-iskop ta' dan l-istrument ta' valutazzjoni huwa limitat għall-iskopijiet u l- għanijiet biex jiġi ddeterminat jekk is-suġġett tal-bini ta' applikazzjoni huwiex iddisinjat f'konformità mal-linji gwida stabbiliti kif definiti fil-formola ta' valutazzjoni.

The Competent Authority has determined that for a building to be defined as being designed in line with these established guidelines, it must have a minimum of 4 (four) of the Typical Building Elements listed under any one of the five categories of the checklist reproduced and which needs to be completed hereunder under Section 5 of this Assessment Form.

L-Awtorità Kompetenti ddeterminat li biex bini jiġi definiti bħala ddisinjat skont dawn il-linji gwida stabbiliti, għandu jkollu minimu ta' 4 (erbgħa) mill-Elementi Tipiċi tal-Bini elenkati taħt kwalunkwe waħda mill-ħames kategoriji tal-lista ta' kontroll riprodotta u li jeħtieġ li timtela hawn taħt, taħt Taqsima 5 ta' din il-Formola ta' Valutazzjoni.

The Assessment Form is to be filled in by the applicants and their appointed warranted Perit. The information, supporting documentation and declarations are being requested by the Competent Authority for the evaluation of the submitted applications.

Il-Formola ta' Valutazzjoni għandha timtela mill-applikanti u l-Perit maħtur tagħhom. L-informazzjoni, id-dokumentazzjoni ta' sostenn u d-dikjarazzjonijiet qed jintalbu mill-Awtorità Kompetenti għall-evalwazzjoni tal-applikazzjonijiet sottomessi.

The Form completed by the applicants and their appointed Perit, together with all the submitted information and documentation is subject to verification and authentication by the Competent Authority.

Il-Formola mimlija mill-applikanti u l-Perit maħtur tagħhom, flimkien mal-informazzjoni u d-dokumentazzjoni kollha sottomessi hija soġġetta għal verifika u awtentikazzjoni mill-Awtorità Kompetenti.

1.2 Instructions

1.2 Struzzjonijiet

The Assessment Form consists of 9 Sections, including this Preambles section (Section 1).

Il-Formola ta' Valutazzjoni tikkonsisti fi 9 Taqsimiet, inkluża din it-taqsima tal-Preamboli (Taqsimi 1).

All Sections, except for Section 6 (Supporting Documents), are mandatory and must be completed and signed as instructed, by the applicants and by the warranted Perit appointed by the applicant. Section 9 is for official use only.

It-Taqsimiet kollha, ħlief għal Taqsima 6 (Dokumenti ta' Sostenn), huma obbligatorji u għandhom jimtew u jiġu ffirmati skont l-istruzzjonijiet, mill-applikanti u mill-Perit maħtur mill-applikant. Taqsima 9 għal użu uffiċjali biss.

Sections 2, 3, 4, 5, 7 and 8, must be completed to proceed with processing of the application.

It-taqsimiet 2, 3, 4, 5, 7 u 8, għandhom jimtew biex jipproċedu bl-ipproċessar tal-applikazzjoni.

Section 6 (Supporting Documents) needs to be completed if one or more supporting documents are submitted. While the submission of supporting documents is not mandatory at this stage of evaluation, providing such supporting documents at this stage will expedite the processing

of the application. The Competent Authority may in any case request the submission of supporting documents as it deems fit to enable it to evaluate the merits and validity of an application. The Competent Authority reserves the right to appoint its technical experts to inspect the property if so required.

Taqsim 6 (Dokumenti ta' Sostenn) trid timtela jekk jiġu sottomessi wieħed jew aktar minn wieħed dokumenti ta' sostenn. Filwaqt li, f'dan l-istadju ta' evalwazzjoni, is-sottomissjoni ta' dokumenti ta' sostenn mhijiex obligatorja, il-forniment ta' tali dokumenti ta' sostenn f'dan l-istadju se jhaffef l-ipproċessar tal-applikazzjoni. L-Awtorità Kompetenti tista' f'kull każ titlob is-sottomissjoni ta' dokumenti ta' sostenn kif jidhrilha xieraq biex tkun tista' tevalwa l-merti u l-validità ta' applikazzjoni. L-Awtorità Kompetenti tirriżerva d-dritt li tappunta l-esperti tekniċi tagħha biex jispezzjonaw il-proprjeta' fejn meħtieġ.

Kindly complete Sections 2, 3, 4, 5, 7 and 8, by ticking the appropriate boxes and providing the requested information, declarations, and signatures, and **send by email to capitaltransfers.mtca@gov.mt**.

*Jekk jogħġbok imla t-Taqsimiet 2, 3, 4, 5, 7 u 8, billi timmarka l-kaxxi xierqa u tipprovdi l-informazzjoni, id-dikjarazzjonijiet, u l-firem mitluba, u **ibgħatha b'email lil capitaltransfers.mtca@gov.mt**.*

Section 2 – Applicant Details /Dettalji tal-Applikant

Name and Surname:

ID Card Number:

Name and Surname*:

Id Card Number*:

Door Number/Name:

Street:

Town/City:

Postcode:

PA reference/Permit number:

Application reference:

**In the case of only one applicant, leave this field blank.*

Section 3 – Perit Details / Dettalji tal-Perit

Name, Surname & ID no.:

In case of Partnership:

Warrant Number:

Contact Details:

Mobile:

Email:

Section 4 – Property Details / Dettalji tal-Proprieta'
Door Number/Name/Description:
Street:
Town/City:
Date of Contract

Section 5 – Checklist / Lista ta' Verifika		
BASED ON A CATEGORISED LIST OF ARCHITECTURAL FEATURES		
TO BE COMPLETED BY THE APPLICANT'S APPOINTED PERIT – tick the box as applicable to the property		
TYPICAL BUILDING ELEMENTS THAT CHARACTERISE VERNACULAR AND TRADITIONAL STYLES OF MALTESE ARCHITECTURAL <i>ELEMENTI TIPIČI TAL-BINI LI JIKKARATERIZZAW L-ISTILI VERNAKULARI U TRADIZZJONALI TAL- ARKITETTURA MALTIJA</i>		<i>For official use only</i> <i>Għal użu uffiċjali biss</i>
5.1	street façade architectural design elements: decorative or functional <i>elementi tad-disinn arkitettoniku tal-faċċata fuq it-triq: dekorattivi jew b'xi funzjoni</i>	
☐	Closed Maltese-style timber balcony (gallarija magħluqa tal-injam), with decorative stone corbels (saljaturi) — not aluminium or PVC with timber-like imitation. <i>gallarija magħluqa tal-injam stil Malti, bis-saljaturi maħduma mill-ġebel b'mod dekorattiv (mhux Aluminium jew PVC imitazzjoni tal-injam)</i>	
☐	Open Maltese-style balcony (gallarija miftuħa), with decorative stone corbels (saljaturi) and traditional decorative wrought-iron handrail (poġġaman tal-ħadid) — not modern <i>gallarija miftuħa stil Malti, bis-saljaturi maħduma mill-ġebel b'mod dekorattiv u bil-poġġaman tal-ħadid b'disinn dekorattiv tradizzjonali (mhux modern)</i> <i>ferrobattuto</i>	

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	Use of stone balusters (balavostri) with lower and upper string courses (sottobank and soprabank) carved with moldings, used on the façade, finished as ashlar masonry (rfinati fuq il-fil), or in the handrail of open balconies (but not in closed balconies that mimic the Maltese gallarija); alternatively, similar stone cornice (apramorta) finished in ashlar masonry (fuq il-fil). <i>użu ta' balavostri tal-ġebel bis-sottobank u soprabank bil-lavur fuq il-faċċata, rfinati fuq il-fil, jew fil-poġġaman ta' gallariji miftuħa (però mhux fil-gallarija magħluqa mxebbha mal-gallarija Maltija), jew inkella bl-istess mod fl-apramorta tal-ġebel rfinata fuq il-fil</i>	
	Consistent use of molded or smooth and plain stringcourses (faxex), either smooth or carved with a decorative mold, incorporated into the design of street-facing façade doors and windows. <i>użu konsistenti ta' faxex, lixxi jew bil-lavur, mal-bibien u twieqi tal-faċċata li tagħti għal fuq it-triq</i>	
	Stringcourses (faxex) projecting from the façade, smooth or molded, at each floor level and especially at the principal roofline level, directly beneath a stone-built cornice (apramorta). <i>faxex sporġuti 'l barra mill-faċċata, lixxi jew bil-lavur, fil-livell ta' kull sular u speċjalment mal-livell tal-oġġla bejt prinċipali, eżatt taħt apramorta mibnija mill-ġebbla</i>	
	Stone-built parapet wall (apramorta) with ornamental cornice and/or panellled design, built with decorative moldings (gwarniċi tal-lavur). <i>apramorta mibnija bil-ġebbla li tkun ornamentata bil-panewijiet u/jew bil-gwarniċi tal-lavur</i>	
	Design of façade windows and doors with opening proportions that are vertically elongated, in keeping with traditional solid to void ratio, where the total glazed/open area taken together does not occupy a larger portion of the façade than its solid part. <i>disinn tat-twieqi u bibien tal-faċċata bi proporzjonijiet tawwalin u tradizzjonali tal-fethiet, u fejn li l-ftuħ totali tal-aperturi meħuda f'daqqa ma jokkupax parti mill-faċċata ikbar mill-parti solida</i>	

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5.2	specific materials, used in construction and finishing works <i>materjali speċifiċi, li huma użati għall-kostruzzjoni u raffinar</i>	
☐	Use of exposed Maltese limestone on the façade (with no substantial covering or painting that conceal most of the façade), with the façade stone either manually tooled (mingura bil-kolp) or machine cut, refined and finished as ashlar masonry with visible joints (fuq il-fil).	
☐	<i>użu tal-ġebbla Maltija mikxufa fuq il-faċċata (mingħajr kisi jew żebgħa li jgħattu partijiet sostanzjali mill-faċċata), bil-ġebel tal-faċċata mingura bil-kolp, jew rfinati bix-xafra jew bil-magna, bil-kantun jidher fuq il-fil (mitluf jew le)</i>	
☐	Use of different arch-types executed in traditional stereotomy (ħnejjiet bi sterjotomija tradizzjonali — compass, segmental, three-centre), including flat arches (arkipjanijiet), made out of stone voussoirs (samrotti) left visible on the façade openings (not covered or painted), thereby avoiding the visible use of concrete lintels and beams. <i>użu ta' ħnejjiet differenti bi sterjotomija tradizzjonali (kumpass, riegda, tliet ċentri), inkluż arkipjanijiet, maħduma b'samrotti tal-ġebel rfinati fuq il-fil jidhru fuq il-fetħiet tal-faċċata (mhux miksija jew miżbugħa), u li bihom jiġi evitat l-użu viżibbli ta' blajjiet u travi tal-konkos</i>	
	Use of local stone (lower coralline or globigerina limestone) for interior or exterior paving in the traditional size and shape of approximately 0.45 m square. <i>użu tal-ġebbla (żonqor jew franka) fil-pavimentar ta' ġewwa jew ta' barra bid-daqs u forma tradizzjonali ta' madwar 0.45m kwadru</i>	
5.3	methods of construction and detailing <i>metodi ta' kostruzzjoni u dettalji</i>	
☐	Rooms roofed with full length or half-length flagstones, supported by corbelled wall supports, timber beams, or transverse stone arches that span the room.	

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☐	<i>kmamar imsaqqfa bix-xorok tal-qasba jew tan-nofs qasba imqegħda fuq kileb, travi tal-injam, jew ħnejjet tal-ġebel li jittraversaw il-kamra</i>	
☐	Use of stone lintels (blajjet) longer than one metre on the façade, laid with keystones (ċavi) in the overlying course or with small openings as transom windows, to admit light and reduce load on the lintels — a detail that should remain visible (not covered by render or paint).	
☐	<i>użu ta' blajjiet itwal minn metru fil-faċċata fuq il-fil, u mqegħda biċ-ċavi fil-filata ta' fuqhom jew inkella b' tieqa jew loġġ, biex jagħtu d-dawl u jnaqqsu l-piż minn fuq il-blata, liema dettal ikun jidher ċar (mhux mgħotti bil-kisi jew żebgħa)</i>	
	Domes (koppli) constructed of stone, visible internally or externally. <i>koppli (dome) mibnija mill-ġebel, fuq ġewwa jew jidhru minn barra</i>	
	Stone-built vaults (kaxxa-forti), visible internally or externally <i>kaxxa-forti (vault) mibnija mill-ġebel, fuq ġewwa jew jidhru minn barra</i>	

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5.4	fittings and fixtures used in buildings (e.g. apertures, railings, etc.) <i>attrezzaturi li jintużaw fil-bini (eż: aperturi, poġġamani, eċċ.)</i>	
☐ ☐	Façade windows made out of timber, painted in traditional colours (not aluminium or PVC timber-like imitations); may include louvered shutters (persjani), either all-glazing or with secondary shutters (kontraporti). <i>twieqi tal-faċċata maħduma mill-injam, mizbugħa b'kuluri tipiċi (mhux Aluminium jew PVC imitazzjoni tal-injam), li jistgħu jinkludu twieqi bil-persjani jew twieqi bil-ħġieġ biss jew bil-kontraporti</i>	
☐ ☐	Exterior timber doors, either solid flat, or panelled with decorative profiled moldings and opening in two equal leaves, or else single-leaf external timber doors painted in traditional colours; these may be solid flat or panelled doors with carved mouldings (gwarniċi) — not aluminium or PVC timber-like imitations, and not two-leaf doors with unequal flaps. <i>bibien ta' barra tal-injam maħduma lixxi jew bil-panewijiet u gwarniċi bil-profil dekorattiv, jinfetħu f'żewġ tebqiet indaqs, inkella fuq bieba waħda, bibien ta' barra maħduma mill-injam, mizbugħa b' kuluri tipiċi li jistgħu jkunu bibien lixxi jew bil-panewijiet u skulturati bil-gwarniċi (mhux Aluminium jew PVC imitazzjoni tal-injam, u lanqas b'żewġ tebqiet mhux indaqs),</i>	
	Consistent use of wrought-iron railings/handrails (poġġamani tal-ħadid — ferrobattuto) with traditional decorative designs on the façade (not modern designs). <i>użu konsistenti ta' railings / poġġamani tal-ħadid ferrobattuto u b'disinn dekorattiv tradizzjonali fuq il-faċċata (mhux disinn modern)</i>	
	Windows and doors with a transom window in the upper part of the doorway, where ornamental ironwork in a traditional ferrobattuto style is used. <i>twieqi u bibien bil-loġġ jew vilistrun fejn jintuża ħadid ornamentali bi stil tradizzjonali (ferrobattuto)</i>	
5.5	other elements or aspects of design that typify Maltese vernacular or traditional architecture (LIST BELOW) <i>xi elementi jew aspetti oħra tad-disinn li jikkaratterizzaw stil vernakulari jew tradizzjonali fl-arkitettura Maltija (NIŻŻEL HAWN TAHT).</i>	
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Section 6 – Supporting Documents /*Dokumenti ta' Sostenn*

This section is not mandatory; however, these documents may be requested for evaluation, and this may affect the processing time.

Indicate which of the following documents have been included.

- ☐ PA drawings including the approved street elevation, from E-Apps with rubber stamp*
- ☐ Photos*
- ☐ Recent compliance certificate
- ☐ Other (indicate here)

**Features ticked on the checklist in Section 4 above need to be marked and indicated clearly on the supporting document*

Section 7 – Declaration by Applicant/s / *Dikjarazzjoni mill-Applikant/i*

I confirm that the information provided above is true and accurate to the best of my knowledge.

Nikkonferma li l-informazzjoni mogħtija hawn fuq hija vera u korretta.

Name and Surname: *(in block letters)*

Name and Surname*: *(in block letters)*

Signature:

Signature*:

Date: _____

**In the case of only one applicant, leave this field blank.*

Section 8 – Declaration by Perit / *Dikjarazzjoni tal-Perit*

I confirm that the information provided above is true and accurate to the best of my knowledge. I also confirm that I have marked at least 4 (four) of the Typical Building Elements listed in Section 4.

Nikkonferma li l-informazzjoni mogħtija hawn fuq hija vera u korretta. Nikkonferma wkoll li mmarkajt tal-anqas 4(erbgha) mill-Elementi Tipiċi ta' Bini mnizzla f'Sezzjoni 4.

Name and Surname: *(in block letters)*

Signature:

Date: _____

Section 9 – For Official Use Only

Completeness / Verification of Submitted Information and Declarations

Authentication / Request for Additional Supporting Documents

Approval / Rejection

Remarks

Date: _____