



# TAAF

# Administrative Fee

# Schedule

Document for Public Consultation

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# 1 Public Consultation

This document is presented to obtain feedback from stakeholders prior to finalisation of the document.

*These draft TAAF Guidelines ('the Guidelines') are being published by the MDIA for consultation strictly in relation to the subject matter of technology assurance.*

*The laws governing the MDIA and innovative technology are currently going through a re-drafting exercise. These draft TAAF Guidelines that are being consulted on make reference to laws which are currently being amended as though such amendments have already entered into force. Applicable legislation may change further by the time the Guidelines are published in their final format. Such amendments may introduce modifications that affect the contents of this technical document. Once the amendments come into force, this document may be revised, amended, or updated accordingly to ensure compliance and alignment with the updated legal framework.*

Any feedback must be submitted to the MDIA on [taaf@mdia.gov.mt](mailto:taaf@mdia.gov.mt) by the 30<sup>th</sup> June 2023.

*The administrative fees presented in this document are solely intended to gather feedback from the industry. This document does not bind the Authority to use this proposed Administrative Fee Schedule.*

Malta Digital Innovation Authority

19<sup>th</sup> May 2023

## 2 Administrative Fees

These administrative fees are subject to the below conditions:

- 1 During 2023 and 2024, the administrative fee for the Technological Assurance Assessment Framework will be €0.
- 2 From 2025 onwards, in exceptional circumstances and at the discretion of the Chief Executive Officer of the MDIA, in consultation with the Board of Governors, waivers for the above administrative fees may be granted.
- 3 Such administrative fees shall not include any fees or similar charged by Assessors, including Technical Experts, Systems Auditors, Conformity Assessment Bodies or other competent authorities in relation to any documentation, reports, or services required by the Malta Digital Innovation Authority for issue of recognition or related services, where these are required.
- 4 Any additional expenses incurred by the Malta Digital Innovation shall be charged separately.
- 5 The Malta Digital Innovation Authority may suspend or revoke a recognition if the above administrative fees are not paid in full and on time. Provided that the Authority may request late payment interest of 6% per year.

## 2.1 Administrative Fee Schedule

The table below presents the administrative fees associated to TAAF.

For the purposes of the administrative fee schedule, Applicants are categorised in two (2) categories:

- 1) **Micro Enterprise:** Applicants falling under the definition of a micro enterprise given in Commission Recommendation 2003/361/EC of May 2003 for new applications.
- 2) **Others:** All other applicants.

	Micro Enterprise *	Others
<b>Stage 1</b>		
<b>Initial administrative fee to be paid by the Applicant with the submission of the Application.</b>		
All Applications	€250	€500
<b>Stage 2</b>		
<b>Administrative fee by the Applicant on submission of the Assessment by the Assessor†</b>		
Applicants applying for Assessment Level 1	€250	€500
Applicants applying for Assessment Level 2	€500	€1,000
Applicants applying for Assessment Level 3	€750	€1,500
<b>Daily administrative fee for revision by the MDIA for each reviewer</b>		
<i>The number of dates required shall be determined by the Authority and the rate is exclusive of travel and other expenses which may be invoiced separately.</i>		
All Applicants at Assessment Level 1 to 3	€750	€1,500
<b>Stage 3</b>		
<b>Annual administrative fee (for each recognition). To be paid in January of each year during the validity of the recognition independent of the date of the recognition.</b>		
All Applicants at Assessment Level 1 to 3	€500	€500

\* To be able to avail of the administrative fee applicable to micro-enterprises, applicants must provide documentation confirming that the company falls within the definition of a micro enterprise, that is, that the company employs fewer than 10 employees and that your annual turnover and/or balance sheet total does not exceed €2 million (Commission Recommendation 2003/361/EC of 6 May 2003). A copy of the audited financial statements for the previous financial year or a letter from the auditors confirming the above would suffice.

† The Authority may provide a discount of 30% if three applications or more are submitted by the same applicant within a span of twelve months. The discount shall be provided on the third application.