



## ACCESS TO EMPLOYMENT (A2E) SCHEME APPLICATION FORM

### A. DETAILS

1 Legal name of Undertaking (as registered with MFSA or as stated in the Legal Act) OR Self-employed Person (as registered with th VAT Dept.)

2 Address

3 Applicant's Name & Surname (person signing on behalf of the Employer's Undertaking)

7 E-mail address

4 Designation

8 VAT Number

5 ID Card Number

9 Company Reg No

6 Phone / Mobile No

10 P.E. No

11 Delegation of Authority accepted by: (Delegation of Authority is used when another person/s is acting on behalf of the applicant)

11.1 Name & Surname

11.2 ID No

11.3 Designation

11.4 Signature

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### B. REQUESTS

I would like to engage on the Access to Employment (A2E) Scheme persons in the following specific position:  
(in case of different positions a fresh application for every position has to be submitted)

12 Position

13 No of persons

14 List of persons to be engaged in same position:

**14.4 Target Group**

14.4a Short description of new recruit (e.g.: unemployed for 6 months; 16 - 20 years etc)

14.4b Target Group No:

14.1 Name & Surname:

14.2 ID No:

14.3 ISCED Level

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15 If the place of work is different from the above, kindly indicate the address where the employee will be working:

**C. CONDITIONS TO BE OFFERED**16 Weekly Working Hours 20  25  30  40 *(For the purpose of subsidy these working hour categories are fixed)*17 Working Schedule Regular  Irregular 18 Working Hours From  To 19 Working Days Monday  Tuesday  Wednesday  Thursday   
Friday  Saturday  Sunday 20 Shift Yes  No **D. DECLARATION**

The Undertaking declare that the entries in this form and the details in the Application Form and other annexes enclosed are correct, to the best of my knowledge, if found to be incorrect, the application may be rejected.

The Undertaking acknowledge that the Application will be subject to regular monitoring/auditing and I undertake to keep adequate records for this purpose, in line with the Guidance Notes and applicable Regulations.

The Undertaking also declare that the wages of persons subsidised under the Access to Employment (A2E) Scheme will **not** be simultaneously supported through other Community/National Funds other than tax credits.

The Undertaking also declare that by submitting this application, I am hereby giving my consent for the publication of information related to our participation in the Access to Employment (A2E) Scheme.

The Undertaking also declare that the Employer Undertaking is not considered an 'Undertaking in Difficulty' as per Commission Regulation (EU) No 651/2014 of 17 June 2014 concerning financial losses.

The Undertaking authorise Jobsplus to make enquiries with the Malta Association of Credit Management to verify any information submitted in connection with this application.

The hereunder signed Undertaking and Participant/s hereby authorize Jobsplus to make enquires with competent Authorities local or foreign to verify any information submitted in connection with this application.

The undersigned (i.e. Undertaking) and all delegated persons mentioned above confirm that they have read and agree to the terms and conditions of the A2E Guidance Notes, and that the Applicant is not subject to any recovery of funds procedures either in Malta or in any other Member State.

The person signing on behalf of the Undertaking is being considered for all intents and purposes as the legal and authorised person appointed by the Undertaking to act on behalf of the Undertaking for the purpose of this scheme and will be held fully and personally responsible both towards Jobsplus and the Undertaking for ascertaining such authority.

**Personal Data Protection:** Personal information provided in this form will be processed in accordance with the Data Protection Act, Cap 440 of the Laws of Malta and shall be treated in confidence.

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|-------------------------------------|----------------------|---------------|----------------------|
| 21a Name and Surname of Participant | <input type="text"/> | 22a Signature | <input type="text"/> |
| 21b Name and Surname of Participant | <input type="text"/> | 22b Signature | <input type="text"/> |
| 21c Name and Surname of Participant | <input type="text"/> | 22c Signature | <input type="text"/> |
| 21d Name and Surname of Participant | <input type="text"/> | 22d Signature | <input type="text"/> |
| 21e Name and Surname of Participant | <input type="text"/> | 22e Signature | <input type="text"/> |

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| 23 Name and Surname of Applicant Undertaking | <input type="text"/> | 25 Signature | <input type="text"/> |
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| 24 ID No: | <input type="text"/> | 26 Date | <input type="text"/> |
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European Union - European Structural and Investment Funds  
Operational Programme II – Cohesion Policy 2014 - 2020  
*Investing in human capital to create more opportunities and promote  
the well being of society*  
Project may be considered for part-financing  
by the European Union



European Social Fund (ESF) Co-financing rate: 80% EU Funds; 20% National Funds