

Public Authority	Malta Strategic Partnership Projects Ltd (MSPP)
Description of the department/directorate/entity's structure	<p>MSPP operates under a Board of Directors and Chief Executive Management</p> <p>The Board of Directors is composed of: Mr David Matrenza Mr Sean Mangion Mr Miguel Borg Mr Joseph Scalpello Ms. Fiona Brinkworth</p> <p>Company Secretary: Dr Gabriel Farrugia</p> <p>The Chief Executive Management team is composed of Ms.Marisa Marmara Mr Ruben Schembri Mr Robert Falzon</p>
Description of the department/directorate/entity's functions and responsibilities	<p><u>About us - MSPP</u></p> <p>Malta Strategic Partnership Projects Limited is fully owned by the Government of Malta and falls within the portfolio of the Ministry for the Economy, Enterprise and Strategic Projects.</p> <p>The role of MSPP is to act as the central PPP unit and thus to study, coordinate and facilitate Strategic Public-Private Partnerships as well as serving as a central touchpoint for such strategic partnerships.</p>
General description of the categories of documents the department/directorate/entity holds (including exempt documents)	<p>HR documentation, Internal Policies and Procedures, Commercial information, Financial Statements, Parliamentary questions, Press releases and reports.</p> <p>Note: Some of the information listed above is exempt from disclosure under the FOI Act (CAP 496).</p>
Description of all manuals and similar types of	Employee handbook

<p>documents which contain policies, principles, rules or guidelines in accordance with which decisions or recommendations are made in respect of members of the public (including bodies corporate and employees of the public authority in their personal capacity)</p>	<p>Memorandum and Articles of Association</p>
<p>Statement of the information that needs to be available to members of the public who wish to obtain access to official documents from the public authority, which statement shall include particulars of the officer or officers to whom requests for such access should be sent</p>	<p>The FOI officers of the Malta Strategic Partnership Projects Ltd may be contacted by e-mail foi.mspp@gov.mt or by telephone 25594411/25594430.</p> <p>FOI Requests may be submitted by e-mail to foi.mspp@gov.mt, through the FOI Portal www.foi.gov.mt via the e-ID or through the online form.</p>
<p>Details of Internal Complaints Procedure</p>	<p>An applicant whose request for information is refused, or who is otherwise not satisfied with the information provided, its format or the extension of the deadline for the submission of the notification indicating whether a request would be met or not, may address a complaint to Malta Strategic Partnership Projects Ltd.</p> <p>Complaints may be submitted by e-mail to foi.mspp@gov.mt, through the FOI portal www.foi.gov.mt via the e-ID or through the online form.</p> <p>The complaint should be addressed to the Public Authority's FOI Officer, who shall bring the complaint to the attention of the officer responsible. (The officer responsible shall be the Director or the most senior official within the Department, Directorate or Secretariat concerned. In the absence of such officer, a reply may be provided by the Assistant Director. In the absence of an Assistant Director a reply would be provided by the officer higher in rank than the Director or most senior official concerned.) The officer responsible shall reply to the applicant within 10 working days from the receipt of the complaint. The applicant shall also be informed that he or she may appeal the decision or otherwise address a complaint to the Information and Data Protection Commissioner in accordance with the Freedom of Information Act (Cap. 496 of the Laws of Malta).</p>

	<p>The officer responsible shall inform the applicant of the decision taken with respect to his or her complaint, and in the event of confirmation of a decision not to release the pertinent information, shall explain the reasons thereof. Whenever the applicant's complaint is related to the format of the information provided or to an extension of the deadline for the submission of the notification indicating whether a request would be met or not by the Public Authority and the original decision is upheld, the applicant shall be given an explanation as to why his or her complaint cannot be positively addressed.</p> <p>An applicant may also make use of the Internal Complaints Procedure to report failure to meet deadlines or to send notifications. In those cases where the request for information can be met but has not been met within the deadlines specified by the Act, the officer responsible shall waive any applicable fees for the submission of information.</p>
Other Information	<p>Working hours: Winter – 8:30am till 5:00pm Summer- 8:30am till 5:00pm</p>
Public Authority Contact Details	<p>Address: MSPP, AX Business Centre, Ground floor, Triq id-Difiza Ċivili, Mosta MST 1741 General contact number: 25594401 General e-mail address: info.mspp@gov.mt</p>