

**Freedom of Information Act Prerequisites - Article 17**

Public Authority	Description of the department/directorate/entity's structure	Description of the department/directorate/entity's functions and responsibilities	General description of the categories of documents the department/directorate/entity holds (including exempt documents)	Description of all manuals and similar types of 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)	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
English as Foreign Language Monitoring Board	<p>The EFL Monitoring Board is responsible for the following:</p> <ul style="list-style-type: none"> <li>✚ to advise the Minister on the issuing of licenses, the conditions of issue and the revocation thereof;</li> <li>✚ to issue and renew EFL Teaching permits</li> <li>✚ to monitor the compliance by schools with the provisions of the Act, of the licence conditions and of these regulations, and to report to the Minister thereon;</li> <li>✚ to recommend to the Minister such measures as the Board may consider appropriate to be taken against any School in breach of the provisions of the Act, of the licence conditions and of these regulations;</li> <li>✚ in general to advise and make recommendations to the Minister in any matter concerning such schools; and</li> <li>✚ to perform such other functions as the Minister may from time to time prescribe.</li> </ul>	<ul style="list-style-type: none"> <li>✚ The EFL Monitoring Board ascertains the quality of EFL industry in Malta from an educational point of view by regularly monitoring and supporting schools.</li> <li>✚ The Board issues School licences, upon fulfilment of pre-established criteria.</li> <li>✚ It issues permits for the Teaching of English as a Foreign Language, based on pre established criteria.</li> <li>✚ The EFL Monitoring Board organises the TELT (Test for English Language Teaching) exam twice yearly.</li> </ul>	<p>Legislation:</p> <ul style="list-style-type: none"> <li>✚ <a href="https://www.education.gov.mt/Page.aspx?pid=200&amp;depid=13&amp;pageid=0">https://www.education.gov.mt/Page.aspx?pid=200&amp;depid=13&amp;pageid=0</a></li> </ul>	<ul style="list-style-type: none"> <li>✚ Legal Notice 60 of 1996</li> </ul>	<p>Contact Details:                      The Freedom of Information Officer                      EFL Monitoring Board                      Education Information Centre                      Ministry of Education and Employment                      Great Siege Road                      Floriana                      VLT 2000                      E-mail: <a href="mailto:foi.mede-educ@gov.mt">foi.mede-educ@gov.mt</a></p>

