

ANNEXURE-I: APPLICATION FORM

APPLICATION FORM FOR GRID INTERACTIVE SOLAR ROOF-TOP PHOTOVOLTAIC SYSTEM

Affix recent Passport size photo of the Applicant

For Office Use:
Reg. No.:

Date:

Application fee details:
DD No.:

**To.
The**

(Designated Officer)

1	Name of the applicant	
2	Applicant full Address	H.No.:
		Street Name:
		Village Name
		Mandal name
		District Name
		Pin code
3	Phone/Mobile No	
4	Email ID	
5	Social Group	(SC/ST/BC/Others)
6	Applicant has to submit self-attested photo ID proof (Voter ID card/ Passport /PAN card/Aadhar card/ Driving licence & etc.,)	
	Type of ID card submitted	
	ID card No.	

Site details		
7	Address of the site for installation	H.No.:
		Street Name:
		Village Name
		Mandal name
		District Name
		Pin code
8	SCNo.	
9	Category	
10	Contracted Load	----- KW
11	Distribution/Section	
12	If Non-Domestic, Specify type of building (Shop/ Industry/ Govt./ Educational/ others (specify))	
13	Pole No. if known	
14	DTR Code/Location if known	
15	a) Shade free area available for installation for solar panel (Minimum requirement is nearly 15 m ²)	----- m ²
	b) Proposed Capacity of SRTPVs	-----KWp
16	Average monthly consumption of electricity	----- Units
17	Applying for Net Metering/Net Billing or Net Feed-in/Gross Metering.	

DECLARATION

I hereby declare that the information furnished above is true to the best of my knowledge and behalf. If false,(DISCOM) has the right to reject/cancel the application. Further, I hereby agree with the specifications, terms and conditions stipulated by(DISCOM)for the selection and installation of roof-top solar power plant.

Place:

Signature:

Date:

Name:

CHECK LIST:

1. Copy of photo ID card (YES/NO)
2. Copy of electricity bill (YES/NO)
3. Demand Draft (YES/NO)
4. Self-addressed Rs. Stamped envelope (YES/NO)



ANNEXURE-I (A) : DECLARATION FOR GROUPS/SOCIETIES

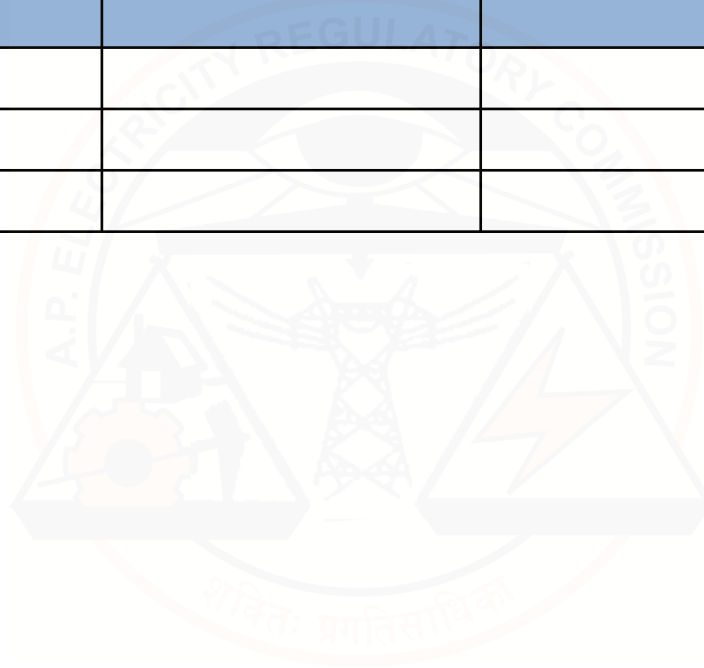
DECLARATION FOR GROUPS/SOCIETIES

We hereby declare that the information furnished above is true to the best of my knowledge and belief. If found false,(DISCOM) has the right to reject/cancel the application. Further, I hereby agree with the specifications, terms and conditions stipulated by(DISCOM) for the selection and installation of roof-top solar power plant.

Place:

Date:

S. No.	Consumer Name	Installation capacity share (%)	Consumer Service Number	Signature for consent



ANNEXURE-II: FORMAT FOR REMOVAL DEFICIENCY IN APPLICATION

Intimation for Removal of Deficiency in the Application

(To be filled by DISCOM)

To:

(Consumer applicant's name) M/S / Mr. / Mrs. ____

Date: _____

Ref: Your application No. _____ dated _____

Subject: Intimation for Removal of Deficiency in Application

This is to inform you that we have received your above mentioned application and on scrutiny have found that:

The application is not complete and the following are the lacunae observed:

-
- _____
- (others, if any)

Please complete the application formality by fulfilling the above lacunae within 7 working days of receipt of this letter. In case you have not completed the formality within this period your application shall stand cancelled and paid fees, if any, shall not be refunded.

Based on this communication, the applicant can:

1. Either submit the above details;
2. Or, withdraw the application.

Signature of Officer:

Designation

ANNEXURE III: ACKNOWLEDGEMENT FORMAT

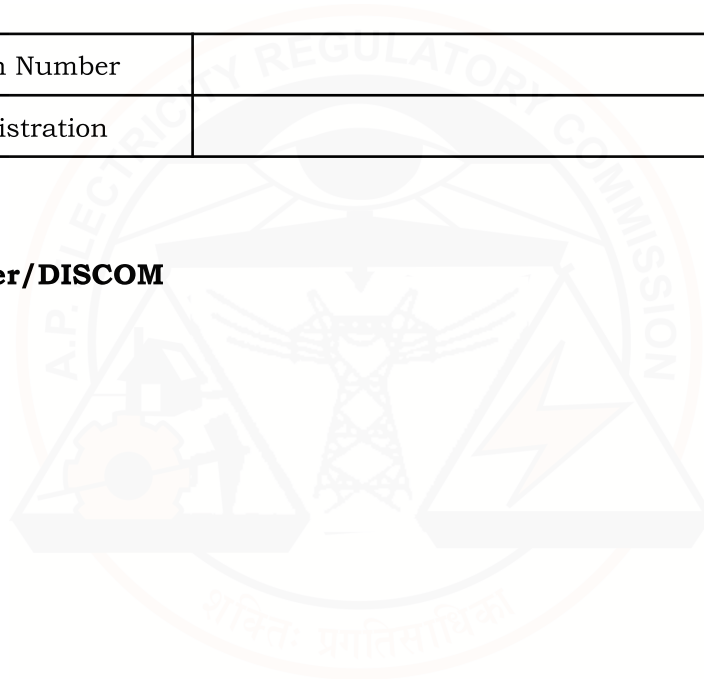
ACKNOWLEDGEMENT by the Distribution Licensee

Your application for setting up of Grid Interactive solar rooftop system under the APREC (The Grid Interactive Solar Rooftop Photovoltaic System under Gross/Net Metering) Regulation, 2023 and amended from time to time, has been received along with registration fee.

The following Registration Number has been allotted to your application.

Registration Number	
Date of Registration	

Designated Officer/DISCOM



ANNEXURE IV: TECHNICAL FEASIBILITY APPROVAL LETTER FORMAT

Approval Letter for Consumer with respect to the Application for Net Metering /Net Billing or Net Feed in/Gross Metering for Grid Connectivity of Grid interactive Solar PV System
(To be filled by the DISCOM)

Date:

To:

(Applicant's name) M/s / Mr. / Mrs. _____

(Consumer

No.) _____

Ref: Your application No. _____ dated _____

With reference to your above mentioned application number, approval is herewith accorded for installing Grid Interactive Solar Rooftop Photovoltaic System of _____ KWp Capacity in your premises under Net Metering/Net Billing or Net Feed-in / Gross Metering (as applied for) as per following terms and conditions;

1. It is recommended that you select an empanelled system installer of your choice to install the SRTPV system from the list of empanelled installers of grid-connected SRTPVS with MNRE/NREDCAP/DISCOMS. " The list of vendors registered is available under the 'Vendors in my area' tab of the beneficiary interface at National Portal after login.
2. All components of the SRTPV system must comply with applicable BIS/IEC standards.
3. Applicant must submit a copy of Manufacturers Test Certificates for all components for having complied with relevant BIS/IEC standards of the selected model along with a work completion report.
4. In case of any changes required at the premises of the proposed site due to this proposed installation, these shall be performed by the applicant at his /her own cost.
5. The grid connectivity of the system shall be in accordance with the Solar Rooftop Regulations of the APERC and any amendments thereof from time to time.
6. The required meter for the installation of SRTPVS is available with the DISCOM. The Cost of the meter is Rs. _____/- (in words).

The consumer should intimate the same to DISCOM by filling Format in ANNEXURE-X along with the meter fee at least 30 days prior to the expected installation (fee details & technical specifications can be found on the website of

DISCOM).

(or)

The required meter for the installation of SRTPVS is not available with the DISCOM. The consumers may procure the meter which shall comply with the CEA (Installation and Operation of Meters) Regulations, 2006, and subsequent amendments thereof. All meters procured by the consumers shall be installed after testing by the DISCOMs or on verification of a third-party testing certificate from NABL.

7. The Discom shall follow the same procedure in respect of SRTPVS as being followed in the release of New Services in respect of safety aspects.
8. Installed systems must comply with safety requirements as stated in CEA/APERC Regulations and all standards referred to in those regulations.
9. Please submit the following documents after installation of the SRTPV system:
 - a. Work Completion report in the provided format;
 - b. Test Certificate of Net meter if applicable;
 - c. Copy of signed Net Metering/Net billing or Net feed-in/Gross Metering Interconnection Agreement.
 - d.Any other document required as per APERC Regulation.

This approval is valid for 120 days from the date of this letter and the SRTPV system is to be commissioned within this period, failing which the approval will be treated as cancelled.

You may download all technical specifications, standards and other requirements of the solar rooftop system from the website of MNRE.

Signature of Officer:

Designation:

Date & Stamp:

ANNEXURE-V: FORMAT FOR INTIMATION FOR NON-FEASIBILITY

Intimation for Non-Feasibility and termination of the Application

(To be filled by DISCOM)

To:

(Consumer applicant's name) M/S / Mr. / Mrs. _____

Date: _____

Ref: Your application No. _____ dated _____

Subject: Intimation for Non-feasibility and termination of Application

This is to inform you that we have received your above mentioned application and on Technical scrutiny have found that:

The application is not feasible at this stage due to the following reasons:

- _____
- _(others, if any)

The application hereby stands terminated. The application fee shall be refunded within 7 days from the date of issue of this letter.

Signature of Officer:

Designation:

ANNEXURE-VI:

FORMAT FOR INTIMATING DEFICIENCIES for issue of TECHNICAL FEASIBILITY

(To be filled by DISCOM)

To:

(Consumer applicant's name) M/S / Mr. / Mrs. ____

Date: _____

Ref: Your application No. _____ dated _____

Subject: Intimation for Removal of Deficiency

This is to inform you that we have received your above mentioned application and on technical feasibility verification have found that:

The following deficiencies are observed/augmentation is required for technical feasibility:

-
- _____
- (others, if any)

Further, it is found that due to above mentioned constraints it is not feasible for the DISCOM to provide connectivity. However, the above deficiencies can be removed if you are ready to bear the costs approximately

Based on this communication, the applicant can either approach the DISCOM (Division Office) to process the case Or, withdraw the application. If you withdraw the application, the fee paid by you will be refunded within 7 working days from the date of the withdrawal letter.

Signature of Officer:
Designation

**ANNEXURE VII: RESPONSE FOR REMOVAL OF DEFICIENCIES
FORMAT**

**Response of the Applicant for Removal of Deficiencies/system
augmentation**

(To be filled by Applicant)

To:

The Concerned Engineer of DISCOM

_____ (Distribution Licensee Name)

_____ (Name of the Division)

_____ (Name / Address of office)

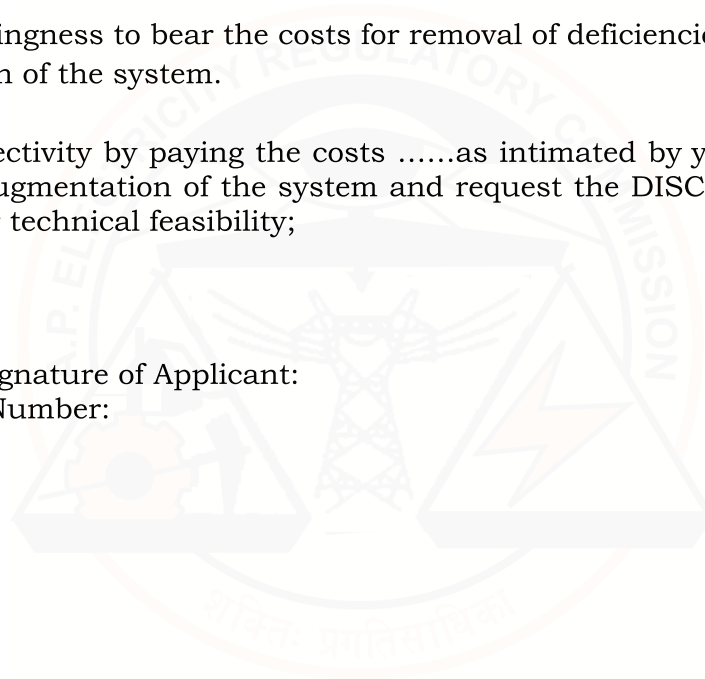
Date:

Subject: Willingness to bear the costs for removal of deficiencies or
augmentation of the system.

I accept the connectivity by paying the costsas intimated by you for removal
of deficiencies/ augmentation of the system and request the DISCOM to process
the application for technical feasibility;

Name and Signature of Applicant:

Application Number:



**ANNEXURE-VIII: INTIMATION FOR REMOVAL OF DEFICIENCIES IN
CONSUMER'S INSTALLATION**

(To be filled by the DISCOM)

To:

(Consumer applicant's name) M/S / Mr. / Mrs. _____

Date: _____

Ref: Your application No. _____ dated _____

Subject: Intimation for Removal of Deficiency in consumer installation

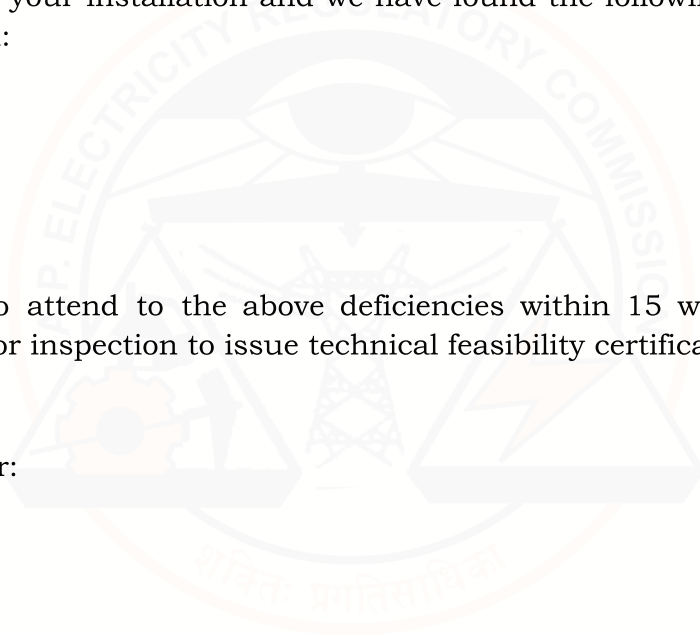
With reference to your application dated For the installation of _____kWp system, inspected your installation and we have found the following deficiencies in the the installation:

- a)
- b)
- c)etc

We request you to attend to the above deficiencies within 15 working days and submit a request for inspection to issue technical feasibility certificate.

Signature of Officer:

Designation



ANNEXURE -IX (A): AGREEMENT FOR INDIVIDUAL CONSUMER

(Individual Consumer)

Solar Rooftop Net Metering/Net billing or Net Feed-in /Gross Metering Connection Agreement

(On Non-Judicial stamp paper worth Rs. 100/-)

This Agreement is executed and entered into at (location) _____ on this (date)____ day _____ of____(month)____(Year)between _____ the _____ consumer, M/s/Mr./Mrs. _____ S/o, D/o, W/o _____ residing at _____(address) _____which means their/his/its/ theirs, successors as first party AND _____Power Distribution Company Ltd. (hereinafter called as Discom) and having its registered office at _____(address) _____ as a DISCOM incorporated under the provisions of Companies Act 1956 consequent to the AP Electricity Reforms Act, 1998 (Which means its authorized representatives assigns, executors and its successors) as other party hereinafter called the 'Discom'.

Whereas, the consumer has taken the responsibility to set up or facilitate the requisite Photovoltaic system and injection of Power into the Discom's grid

And whereas, the Discom agrees to benefit the consumer for the electricity generated and as per conditions of this agreement and Solar rooftop Regulations of the APERC.

Both the party hereby agrees to as follows:

1. Eligibility

- 1.1 All consumers of AP Discom(s) are eligible for setting up of the Grid-Interactive SRTPVS with/ without Battery Energy Storage System with their investment or through third party investment.
- 1.2 The Consumer(s) are free to choose Net metering or Gross Metering or Net Billing/Net Feed-in option for the sale of power to DISCOM.

2. Capacity of the Solar Rooftop Photovoltaic System and Maximum Contracted Load of the Premises

The consumer is proposing to install a rooftop solar power plant of ____kWp capacity under Solar _____Net metering/Net billing or Net Feed-in/ Gross metering facility at D.No. ____,Street____, ____(V), ____ (M),____(Dist) having electrical service Connection No.____,Category____,Distribution____ for a contracted load of ____kW/HP/KVA.

3. Governing Provisions

The consumer hereby undertakes to comply with all the requirements of the Electricity Act, 2003, the Rules and Regulations framed under, provisions of the tariffs, applicable Charges and General Terms and Conditions of Supply prescribed by the Discom with the approval of the Andhra Pradesh Electricity Regulatory Commission hereinafter called as "Commission" from time to time and agree not to dispute the same.

4. Technical and Interconnection Requirements

4.1 The consumer hereby agrees to comply with CEA (Technical Standard for Connectivity of the Distributed Generation Resources) Regulations, 2013, the CEA (Measures relating to Safety and Electric Supply), Regulations, 2010, CEA (Grid Standards) Regulations, 2010 and Andhra Pradesh State Electricity Regulatory Commission State Electricity Grid Code Regulation or any other relevant regulation, and amendments issued to all these regulations from time to time.

5. The consumer hereby inter alia agrees that Metering and synchronization of Solar Rooftop Photovoltaic System, feed-in tariff, Energy Settlement and Billing as per the APERC (Grid Interactive Rooftop Solar Photovoltaic System Regulations, 2023 and its amendments thereof.

6. Liabilities

- 6.1 The consumer and Discom will indemnify each other for damages or adverse effects from either party's negligence or intentional misconduct in the connection and operation of the photovoltaic system or Discom's distribution system.

- 6.2 Discom and the consumer will not be liable to each other for any loss of profits or revenues, business interruption losses, loss of contract or loss of goodwill, or for indirect, consequential, incidental or special damages, including, but not limited to, punitive or exemplary damages, whether any of the said liability, loss or damages arise in contract, or otherwise.
- 6.3 Discom shall not be liable for delivery or realization by the consumer for any fiscal or other incentive provided by the central /State government.

7. Duration of the Agreement

The agreement shall be in force for 25 years or up to the life of the project whichever is earlier, from the date of commencement of the agreement for all categories of consumers.

Provided that If the agreement of Consumer for supply with Discom is terminated, then the agreement of Consumer for SRTPVS is deemed to have been terminated. For the bill stopped service with SRTPVS to be restored, the consumer shall enter a new agreement with DISCOM for the balance agreement period from the date of the first commissioning of the project.

8. Dispute Resolution

Any disputes arising under/ out of this agreement entered into in accordance with APERC (Grid Interactive Solar Rooftop Photovoltaic System Gross/Net Metering) Regulation, 2023 shall be resolved promptly in good faith and in an equitable manner by both the parties. Failing resolution of the dispute, the party may approach the Commission under Section 86 (1) (f) of EA 2003.

9. Termination

- 9.1 Discom has the right to terminate the Agreement on 30 days prior written notice, if the consumer breaches a term of this Agreement and does not remedy the breach within 30 days of receiving written notice from Discom of the breach.
- 9.2 The consumer can terminate the agreement at any time by providing Discom with 90 days prior notice.
- 9.3 The consumer agrees that upon termination of this Agreement, he must disconnect the photovoltaic system from Discom's distribution system in a timely manner and to Discom's satisfaction. However, he is not prevented from connecting his system under any other applicable provisions of the Electricity Act, 2003.

10. Re-Sale of Electric Power

The consumer shall not sell electricity generated from his solar rooftop plant under this agreement to any party without the sanction in writing obtained from the DISCOM.

11. Obligation of Consumer to pay all charges levied by DISCOM

The Consumer shall abide by the rules and shall pay the Maximum Demand Charges, energy charges, surcharges and other charges, if any, to the DISCOM in accordance with the notified Tariff besides the applicability of the General Terms and Conditions of Supply prescribed by the APERC from time to time.'

The consumer shall also abide by any other charges applicable with respect to the Connection of the Solar Rooftop Power Plant to the grid as per APERC Regulations.

12. Theft of electricity or unauthorized use of electricity

The consumer found indulging in theft of electricity or unauthorized use of electricity shall pay the penal/additional charges as may be levied by the DISCOM besides disconnection of supply as per the provisions of IE Act 2003 and General Terms and Conditions of supply.

13. Knowledge of facts and rules

Knowledge of Facts and Rules The consumer shall be deemed to have full knowledge of the provisions of the Electricity Act, 2003, the A.P. Electricity Reform Act, 1998 and all regulations and notifications made thereunder, as also all laws relating to the supply of electricity.

In the witness, where Mr. _____ for and on behalf of _____ (consumer) and Mr. _____ for and on behalf of _____ (Discom) agree to this agreement.

Signature of the Consumer

Signature of the Discom Representative

Date:

Date:

Witness 1:

Witness 2:

Signature:

Signature:

Name & Address:

Name & Address:

Date:

Date:

ANNEXURE-IX (B) : AGREEMENT FOR GROUP OF CONSUMERS/ SOCIETIES

(Group of Consumers/ Societies)

Solar Rooftop Net Metering/Net billing or Net Feed-in /Gross Metering
Connection Agreement

(On Non-Judicial stamp paper worth Rs. 100/-)

This Agreement is made and entered into at (location) _____ on this (date) ____ day of _____(month) ____ (Year) between The Group of persons/society (herein after called as Eligible /Consumer), Represented by Sri/Smt _____ S/o, _____ residing at _____ (address) _____ as first party AND _____ Power Distribution Company of Andhra Pradesh Ltd. (herein after called as Discom) and having its registered office at _____ (address) _____ as a DISCOM incorporated under the provisions of Companies Act 1956 consequent to the AP Electricity Reforms Act, 1998 (Which means its authorized representatives assigns, executors and its successors) as other party herein after called the "DISCOM".

Whereas, the consumer has taken the responsibility to set up or facilitate the requisite Solar Photovoltaic system and injection of Power into the Discom's grid

And whereas, the Discom agrees to benefit the consumer for the electricity generated and as per conditions of this agreement and Solar rooftop Regulations of the APERC.

Both the party hereby agrees to as follows:

1. Eligibility

1.1 All consumers of AP Discom(s) are eligible for setting up of the Grid-Interactive SRTPVS with/ without Battery Energy Storage System with their investment or through third party investment.

1.2 The Consumer(s) are free to choose Net metering or Gross Metering or Net Billing/Net Feed-in option for the sale of power to DISCOM.

2. Capacity of the SPV Plant and Maximum Contracted Load of the Premises

2.1 The Group of persons/society is proposing to install a rooftop solar power plant of ____kWp capacity under Solar _____Net metering/Net billing or Net Feed-in/ Gross metering facility at D.No. ____, Street____, __V, ____ (M)____ (Dist) against Common Service Connection No____, Category____, Distribution____ and having individual electrical service connections details furnished in the table below for a total contracted load of ____kW/HP/KVA and individual installed capacity share.

2.2 The installed capacity shares of members of the Group of persons/societies are as follows:

Sl.No.	Consumer Name	Installed Capacity share	Consumer Service number

2.3. The Share can be revised only once in a financial year.

3. Governing Provisions

The consumer hereby undertakes to comply with all the requirements of the Electricity Act, 2003, the Rules and Regulations framed under, provisions of the tariffs, applicable Charges and General Terms and Conditions of Supply prescribed by the Discom with the approval of the Andhra Pradesh Electricity Regulatory Commission hereinafter called as "Commission" from time to time and agree not to dispute the same.

4. Technical and Interconnection Requirements

The consumer hereby agrees to comply with CEA (Technical Standard for Connectivity of the Distributed Generation Resources) Regulations, 2013, the CEA (Measures relating to Safety and Electric Supply), Regulations, 2010, CEA (Grid Standards) Regulations, 2010 and Andhra Pradesh State Electricity Regulatory Commission State Electricity Grid Code Regulation or any other relevant regulation, and amendments issued to all these regulations from time to time.

5. The consumer hereby agrees that Metering and synchronization of Solar Rooftop Photovoltaic System, feed-in tariff, Energy Settlement and Billing as per the

APERC (Grid Interactive Rooftop Solar Photovoltaic System Regulations, 2023 and its amendments thereof.

6. Liabilities

- 6.1 The consumer and Discom will indemnify each other for damages or adverse effects from either party's negligence or intentional misconduct in the connection and operation of the photovoltaic system or Discom's distribution system.
- 6.2 Discom and the consumer will not be liable to each other for any loss of profits or revenues, business interruption losses, loss of contract or loss of goodwill, or for indirect, consequential, incidental or special damages, including, but not limited to, punitive or exemplary damages, whether any of the said liability, loss or damages arise in contract, or otherwise.
- 6.3 Discom shall not be liable for delivery or realization by the consumer for any fiscal or other incentive provided by the central /State government.

7. Duration of the Agreement

The agreement shall be in force for 25 years or up to the life of the project whichever is earlier, from the date of commencement of the agreement for all categories of consumers.

Provided that If the agreement of Consumer for supply with Discom is terminated, then the agreement of Consumer for SRTPVS is deemed to have been terminated. For the bill stopped service with SRTPVS to be restored, the consumer shall enter a new agreement with DISCOM for the balance agreement period from the date of the first commissioning of the project.

8. Dispute Resolution

Any disputes arising under/ out of this agreement entered into in accordance with APERC (Grid Interactive Solar Rooftop Photovoltaic System Gross/Net Metering) Regulation, 2023 shall be resolved promptly in good faith and in an equitable manner by both the parties. Failing resolution of the dispute, the party may approach the commission under Section 86 (1) (f) of EA 2003.

9. Termination

- 9.1 Discom has the right to terminate the Agreement on 30 days prior written notice, if the consumer breaches a term of this Agreement and does not remedy the breach within 30 days of receiving written notice from Discom of the breach.
- 9.2 The consumer can terminate the agreement at any time by providing Discom with 90 days prior notice.

9.3 The consumer agrees that upon termination of this Agreement, he must disconnect the photovoltaic system from Discom’s distribution system in a timely manner and to Discom’s satisfaction. However, he is not prevented from connecting his system under any other applicable provisions of the Electricity Act, 2003.

10. Re-Sale of Electric Power

The consumer shall not sell electricity generated from his solar rooftop plant under this agreement to any party without the sanction in writing obtained from the DISCOM.

11. Obligation of Consumer to pay all charges levied by DISCOM

The Consumer shall abide by the rules and shall pay the Maximum Demand Charges, energy charges, surcharges and other charges, if any, to the DISCOM in accordance with the notified Tariff besides the applicability of the General Terms and Conditions of Supply prescribed by the APERC from time to time.’

The consumer shall also abide by any other charges applicable with respect to the Connection of the Solar Rooftop Power Plant to the grid as per APERC Regulations.

12. Theft of electricity or unauthorized use of electricity

The consumer found indulging in theft of electricity or unauthorized use of electricity shall pay the penal/additional charges as may be levied by the DISCOM besides disconnection of supply as per the provisions of IE Act 2003 and General Terms and Conditions of supply.

13. Knowledge of facts and rules

Knowledge of Facts and Rules The consumer shall be deemed to have full knowledge of the provisions of the Electricity Act, 2003 the A.P. Electricity Reform Act, 1998, and all regulations and notifications made thereunder, as also all laws relating to the supply of electricity

In the witness, where of Mr. _____ for an on behalf of _____ (Eligible consumer) and Mr. _____ for and on behalf of _____ (Discom) agree to this agreement.

Signature of the Office-bearer
of Group/ Society

Signature of the Discom
Representative

Date:

Date:

Witness 1:

Witness 2:

Signature:

Signature:

Name & Address:

Name & Address:

Date:

Date:



ANNEXURE-X : INTIMATION FOR METER PROCUREMENT

Intimation of Meter Procurement

(To be filled by Applicant)

To,

_____ (Concerned Authority)

_____ (Name of the DISCOM)

_____ (Date)

Ref: Application No. _____ dated _____

Dear Sir,

With reference to above- mentioned my Application number and receiving the Letter of the technical feasibility, I/we intend to install _____KWp of RTSPV system. In this regard, I/we request DISCOM to provide a meter/metering equipment _____for SRTPV installation. The meter shall be as per the Net metering/Net Billing or Net Feed-in/ Gross metering clause in Solar Rooftop Regulations of the APERC.

I/We agree to pay fee of INR _____- as mentioned in DISCOM website via online mode/ DD _____/ cheque _____.

Name of Consumer/Sign

ANNEXURE-XI: INTIMATION TO DISCOM FOR READINESS OF SYSTEM CHECK

Intimation to the DISCOM for readiness of the system for System Check Synchronisation with the DISCOM grid and Installation of Meters.

(To be submitted by the Applicant)

To,
The Executive Engineer
------(Name of the Division)
------(Name of the DISCOM)
------(Address of the Division Office)

Sir/Madam,

Sub:

1. System Checks;
2. Synchronisation with the DISCOM Grid;
3. Installation of Meter(s);

Ref: Our Application No.: _____

With reference to the above, I hereby confirm to you that the Solar Rooftop Photovoltaic System has been installed as per the technical and safety standards laid out by CEA/ APERC/ DISCOM.

The system is ready for synchronisation with the DISCOMs grid and installation of meter(s).

Name of the Applicant: _____

Signature: _____

Enclosures:

1. NOC from CEI/EI, if applicable
2. A copy of the Work Completion Report along with the details of all components of SRTPVS
3. Manufacturer's test certificate of all the components used in the installation of the Solar Rooftop Photovoltaic System.

ANNEXURE-XII: WORK COMPLETION REPORT**Work Completion Report***(To be submitted by the applicant for systems inspection)***To,****Sir/Madam,**

Sub: Submission of work completion report (to be submitted by the applicant) for system documentation requirements.

Ref: Our Application No.: _____ dated: _____

With reference to the above, I hereby confirm to you that we have completed the work of installation of the renewable energy system and submit the following basic information for your perusal and request you to arrange to Inspect and Commission the system at the earliest:

A. Details of the Solar PV module

1 .	Model No.	
2 .	Name and address of manufacturer	
3 .	Capacity of each Module (Wp)	
4 .	No. of Modules	
5 .	Total Capacity (kWp)	
6 .	Date of Installation	
7 .	Applicable Standard (BIS/IEC)	

B. Details of the Inverter

1 .	Name and address of the inverter manufacturer	
2 .	Brand Name of the inverter	
3 .	Model No.	

4 .	AC capacity of individual inverter (kW)	
5 .	No. of inverters installed	
6 .	Total AC capacity of inverter (kW)	
7 .	Serial Nos.	
8 .	Date of Installation	
9 .	Applicable Standard (BIS/IEC)	
1 0 .	Is anti-islanding protection provided?	Yes/No

C. Module Mounting Structure

1 .	Does the Module Mounting Structure withstand wind capacity up to 150 kmph?	Yes/No
2 .	Is the total load of the structure + panel less than 60 kg/m ² ?	Yes/No
3 .	Applicable Standard (BIS/IEC)	

D. Details of the Cables: DC

1 .	Make / Name of manufacturer	
2 .	Size & Type	
3 .	Applicable Standard (IEC)	

E. Details of the AC wiring

1 .	Make / Name of manufacturer	
2	Size & Type	

1 .	Make / Name of manufacturer	
.		
3 .	Applicable Standard (IEC)	

F. Details of the DC distribution box

1 .	Make / Name of manufacturer	
2 .	Sl. No.	
3 .	High quality suitable capacity MOVs/ SPDs along with suitable reverse blocking diodes	
4 .	MCB / Isolator quantity & capacity	
5 .	Size & Type	
6 .	Applicable Standard (IEC)	

G. Details of the AC distribution box

1 .	Make / Name of manufacturer	
2 .	Sl. No.	
3 .	AC Surge Protection Device	
4 .	MCB /MCCB quantity & capacity	
5 .	Size & Type	
6 .	Applicable Standard (IEC)	

H.Details of the Earthing

1	Earth resistance (shall be less than 5 ohms)	
---	--	--

2	Size of the Earth wire / flat*	
3	Three separate Earthing points	Yes / No
	Modules, mounting structure & DC Surge protection device	Yes / No
	Inverter, AC Surge protection device	Yes / No
	Lightening Arrester	Yes / No
4	Size & Type	
5	Applicable Standard (BIS/IEC)	

Note:*Earthing shall be done in accordance IS 3043-1986, provided that Earthing conductors shall have a minimum size of 4 mm² copper wire or 10 mm² aluminium wire or 3 mm² X 70 mm² hot dip galvanized iron flat strip.

I. Details of the Net/Gross meter details, if purchased by the consumer (please enclose the test report of the net meter tested at the laboratory of the DISCOM/designated agency)

1.	Make	
2.	Serial No.	
3.	Procured from DISCOM/ Outside Agency	
4.	Manufacturer's Name	
5.	Capacity	
6.	Type / Model	
7.	Single ph./Three ph.	
8.	Rated Current & CT Ratio	
9.	Reference Voltage & PT Ratio	
10.	Date of Test by MT, DISCOM	
11.	Applicable Standard (BIS/IEC)	
12.	Month & Year of Manufacture	
13.	Class of meter	

J. Details of the Caution Signage

K. Provision of manual and automatic switches: Yes / No

L. G.P.S. Coordinates of the SRTPV System Installation

(i) Latitude:

(ii) Longitude:

M. Whether Operation and Maintenance Manual provided to the consumer: Yes/ No

Certified that the above said SRTPV system was installed and the equipment used comply with the Technical and Safety standards as specified by the MNRE/ CEA/ DISCOM under net metering program.

Signature of the Applicant

Name and Signature of the System Installer

Name:

Name of the firm and address:

Address

Seal

Date:

Date:

Enclosures:

1. Test report of net/gross meter tested at the laboratory of the DISCOM.
2. Copy of the IEC/IS Test certificates of PV modules, Inverter, Cable etc.
3. Data sheets/Drawing for the array mounting System.
4. Staad Pro report – Module mounting structure. (If required)
5. Actual Single line wiring diagram (SLD) of the Solar Rooftop Photovoltaic System and estimated energy generation report.
6. Copy of Maintenance & Operation information manual provided by the System Installer
7. Copy of commercial agreement with the third party if any.
8. Certificate from CEI / EI, if applicable.

ANNEXURE-XIII: INTIMATION FOR REMOVAL OF SYSTEM DEFICIENCY

Intimation for Removal of Deficiency in the system installed

(To be filled by the DISCOM)

To:

(Consumer applicant's name) M/S / Mr. / Mrs. _____

Date:_____

Ref: Your application No._____ dated _____

Subject: Intimation for Removal of Deficiency found during inspection

As requested by you in the letter dated to carry out inspection &

synchronization of your_____KWp system, inspected the premises and we have found the following deficiencies in the system:

- a)
- b)
- c)etc

We request you to attend the above deficiencies within 15 working days and submit a re-request for inspection.

Signature of Officer:

Designation



ANNEXURE-XIV: SYNCHRONISATION CERTIFICATE

Synchronisation with the DISCOM grid, Installation of Meter(s) and COD.

(To be filled by the DISCOM)

To,

(Applicant's name) M/s / Mr. / Mrs. _____

(Consumer No.)_____

Ref: Your application No._____ dated _____

Sir/Madam,

Sub:

1. Synchronization with the DISCOM Grid;
2. Installation of Meter(s);
3. Commercial Operation Date.

Synchronization test of Solar Rooftop PV system of_____ kWp, installed on the roof of your installation bearing Application No_____ has been conducted and your RTSPV system found satisfactory and successfully synchronized with the grid. Meter with no has been installed and sealed.

Yours faithfully,

Signature of Officer:

Designation