

Registration & processing of net metering applications

- a. The Application Form (as per enclosed **Annexure-I**) can be collected from concerned Divisional Office of East Discom or downloaded from website of East Discom or Nodal Agency (MP Urja Vikas Nigam).
- b. The applicant may apply to the concerned Divisional Office of East Discom for general and technical screening for interconnection along with non-refundable registration fee of Rs 1,000.
- c. On receiving the application form, it will be registered and dated acknowledgement with time stamp shall be issued by concerned Divisional Office of East Discom in **Annexure-II** with unique registration number for tracking of application form on 'first come first serve' basis.
- d. The application of the consumer shall be examined on the basis of proposed capacity of the proposed Renewable Energy System and distribution transformer as per the provision of regulation 5 of the MPERC (Grid Connected Net Metering) Regulations, 2015 (**Annexure-III**) which stipulates that the cumulative capacity allowed at a particular distribution transformer shall not exceed 15% of the peak capacity of the distribution transformer.
- e. If the interconnection is feasible, the concerned SE (O&M)/City Circle for RE Capacity up to 112 kW at LT will issue 'approval letter' (as per enclosed **Annexure-IV**) along with draft of Net Metering Inter Connection Agreement (As per enclosed **Annexure-V**) to the applicant. If any cost is required to be incurred for augmenting existing system, cost thereof should also be indicated in the approval letter in a separate paragraph.
- f. The applicant after receipt of 'approval letter' and draft connection agreement, shall execute the agreement on stamp paper worth Rs 500/- Plus Rs 1 revenue stamp affixed and submit the same along with cost on augmentation of system if any within stipulated time frame in duplicate to the concerned Divisional Office.
- g. Concerned SE (O&M)/City Circle shall finalize the connection agreement and provide a copy of same to applicant.
- h. The RE Beneficiary (applicant) may apply to Nodal Agency (MP Urja Vikas Nigam, Bhopal) for the processing of subsidy in the formats prescribed on the website of MNRE & Nodal Agency as and when available.
- i. The RE Beneficiary (applicant) will identify and finalize the appropriate contactor/system integrator/Nodal Agency's empaneled vendor for installing RE System.
- j. The above said approval shall be valid for 180 days from the date of issue of approval letter and the RE System shall be required to be commissioned within this period. The progress of installing the system shall be monitored by Nodal Agency or

its authorized officer and, if desired progress is not observed, Nodal Agency may recommend distribution licensee to cancel the approval. However, based on progress of system installation, Nodal Agency may recommend distribution licensee for extension of the approval.

k. On completion of RE System installation, RE Beneficiary will inform the concerned SE (O&M)/ City and Nodal Agency through Work Completion Report, as per enclosed **Annexure-VI**.

l. RE System up to 10 kW capacity is exempt from approval of Chief Electrical Engineer, GoMP as per present IE Rules. Authorized officer of Discom will inspect the RE System up to 10 KW. For capacities above 10 kW, concerned Electrical Inspector of GoMP shall inspect the system and certify whether the installation meets necessary safety standards.

m. On inspection of RE installation and certification of safety standards as per (I) above, authorized officer of distribution licensee will install net meter in place of existing consumer meter and properly seal it. A separate solar meter shall also be installed and sealed by authorized officer of distribution licensee as per schematic line diagram (**Annexure-VII**).

n. Applicant may procure the Net Meters (bi-directional meters) and Solar Meters as per specifications uploaded on the website of the Company from the Discom/MNRE/Nodal Agencies approved vendors, list of whom are uploaded on the websites of concerned departments and provide the same to the authorized officers of the Discom. Net meters can also be purchased from the Discom's authorized offices on payment of cost subject to availability. Solar meters shall however compulsorily procure by the applicants from approved vendors only.

o. After installation of net metering, solar metering and clearance of safety standards, concerned SE (O&M)/ City shall finally approve the synchronization of RE System with the grid (which shall be witnessed by officer authorized by SE) and issue the commissioning certificate.

p. Subsidy, if applicable, shall be released to Net Metered Consumer, subject to sanction and release by concerned government authorities.

q. After commissioning of net metering system, billing of the consumer shall be made as per the regulation 8 of the MPERC (Grid Connected Net Metering) Regulations, 2015. Principles of billing computation is enclosed as **Annexure-VIII**.