



**SOUTHERN POWER DISTRIBUTION COMPANY OF A.P LIMITED,
CORPORATE OFFICE ::TIRUPATI**

**Office of the
The Chief General Manager,
RAC & IPC/APSPDCL
TIRUPATHI.**

Memo.No.CGM/IPC/ GM/EE/DEE/JE/F. RTS/D.No.775 /24, dt: 31.07.2024.

Sub: APSPDCL – RAC & IPC/TPT – Solar Energy-PM Surya Ghar Mufth Bijli Yojana- Necessary documents to be uploaded in the login of Dy. EE/Operation-Instructions Issued-Regarding.

Ref: MNRE, GoI Lr.No.318/17/2024-Grid connected Rooftop, dt.07.06.2024.

It is to inform that Operational Guidelines were issued by the Ministry of New and Renewable Energy (MNRE), GoI for implementation of PM Surya Ghar Mufth Bijli Yojana Rooftop Solar (RTS) Programme, aimed at installing rooftop solar plants in one crore households to residential sector vide reference above cited.


The programme is being implemented on a wide range in APSPDCL, huge number of solar applications are registered under this scheme. Certain documents are being uploaded in the concerned DEEs login of APSPDCL while processing the feasibility approvals, installation approvals and uploading of meter agreements etc.

As a part of simplification procedure to implement the PM Surya Ghar scheme to run in a smooth way and to make easier to the consumers/vendors and the Department Officials, the documents required to be uploaded in the DISCOM Logins of Dy. Executive Engineers/Operation are finalised.

The following are the documents to be uploaded in Dy. Executive Engineers/Operation login of MNRE Portal.

1. Meter Agreement (As per Hon'ble APERC Regulation 4 of 2023 dt.23.02.2024 format)
2. Plant Photos with beneficiary.
3. DCR Undertaking (Annexure-A : as per MNRE)
4. Project completion Report (PCR) Annexure-C (as per MNRE)
5. Synchronization Report (as per Hon'ble APERC Regulation 4 of 2023 dt.23.02.2024)

Hence all the Superintending Engineers/Operation are requested to communicate necessary instructions to all the field officers to upload the above said documents in Dy. Executive Engineers/Operation logins of MNRE Portal (PM Surya Ghar) instead of existing documents.


Chief General Manager,
RAC & IPC
APSPDCL::TIRUPATI

To

All Superintending Engineer/Operation/Tirupati/Nellore/Kadapa/Kurnool/
Anantapur

All Executive Engineers/ Operation/

All Deputy Executive Engineers/ Operation/

All Senior Accounts Officers/Accounts Officers

Copy to

The Chief General Manager/Projects, APSPDCL, Tirupati

The Chief General Manager/O&M, APSPDCL, Tirupati

The Chief General Manager/Finance, APSPDCL, Tirupati

The Chief General Manager/R&IA, APSPDCL, Tirupati

The General Manager/IT & SAP, APSPDCL, Tirupati

Copy Submitted to

The Director/Projects/Corporate office/APSPDCL, Tirupati

The Director/Technical/Corporate office/APSPDCL, Tirupati

The Director/Finance/Corporate office/APSPDCL, Tirupati

The Peshi CMD/Corporate office/APSPDCL, Tirupati.

Annexure -A

1. Undertaking/Self- Declaration for domestic content requirement fulfillment

(On a plain Paper)

This is to certify that M/S.....[Company Name] has installed
.....KW [Capacity] Grid Connected Rooftop Solar PV Power Plant
for..... [Consumer Name] at
.....[Address] under sanction
number.....dated.....[sanction date] issued by
..... [DISCOM Name].

2. It is hereby undertaken that the PV modules installed for the above-mentioned project are domestically manufactured using domestic manufactured solar cells. The details of installed PV Modules are follows:

1. PV Module Capacity:
2. Number of PV Modules:
3. Sr No of PV Module:
4. PV Module Make:
5. Purchase Order Number:
6. Purchase Order Date:
7. Cell manufacturer's name
8. Cell GST invoice No

3. The above undertaking is based on the certificate issued by PV Module manufacturer/supplier while supplying the above mentioned order.

4. I,on behalf of M/S[Company Name] further declare that the information given above is true and correct and nothing has been concealed therein. If anything is found incorrect at any stage then appropriate action may be taken against me and my company for wrong declaration.

(Signature With official Seal)

For M/S.....
Name:.....
Designation:.....
Phone:.....
Email:.....

2. 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.
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- 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:

3.

Project Completion Report for Grid-Connected Rooftop

PM Surya Ghar Application Reference Number	NP/.....		
Discom Solar Roof Top Registration No	S.....		
SC No.			
Installed by Vendor :			
Contracted Load (KWp)		Installed SPV Capacity(KWp)	
DISCOM	APEPDCL		
Category of the organization/ beneficiary		Name of the Consumer	
Address of the organization/ beneficiary			
State:		District	
Mobile:		Email:	
Adhar Card Number			
Latitude:		Longitude:	

Technology Description & System Design/Specification			
1. Solar PV Module:			
Power of each PV Module / Nos.(Wp)* / Make			
Cumulative Capacity of Modules (kWp):			
Solar cell technology:		Tilt Angle of Modules:	
Module efficiency (in %) :		Azimuth	
Indigenous or imported (Cell)		RFID passed inside or outside:	
Indigenous or imported (Module)		* Supported by Appropriate Documentation	
2. Inverters:			
Type of inverter :	On-Grid String Inverter		
Power of each PCU/Nos. of inverters (KVA)* /Make			
Capacity/Power of PCU/inverters (KVA) :		Type of Charge Controller /MPPT	
Inverter efficiency (in %)			
Grid connectivity level phase		Grid connectivity level Voltage	

3. Mounting Structures			
Type	High Rise Roof top	Surface Finish	Hot DIP Galvanized
Material		Wind Speed Tolerance	
4. Cables:			
DC Cable Make		Size	
AC Cable Make (Inverter to ACDB)		Size	
AC Cable Make (ACDB to Electric Panel)		Size	
Conductor		Insulation/sheath	
5. JUNCTION BOX & DISTRIBUTION BOARDS			
ACDB		Nos.	
DCDB		Nos.	
6. EARTHING & LIGHTNING PROTECTION			
EQUIPMENT EARTHING			
AC (Nos.)		Earth Resistance	
DC (Nos.)		Earth Resistance	
LIGHTNING ARRESTORS (LA)			
Type			
LA (Nos.)		Earth Resistance	
7. Online Monitoring Mechanism:			
Web Portal :			
USER ID :		Password:	

Date:

(Signature of Vendor)
With Stamp

Commissioning Test Report: Solar Project kW

Inverter Testing (DC) Side: No.Of Inverter Nos.

Inverter S. No.	Capacity	String 1: Voc	String 2: Voc	Remark

Inverter Testing (AC) Side – Three Phase

Inverter S. No.	Capacity	R-Y / P-N	Y - B	B - R	R - N	Y - N	B - N	Remark

ACDB & Meter Panel Testing – Three Phase

ACDB (V)	R-Y / P-N	Y - B	B - R	R - N	Y - N	B - N	Remark
	242	0	0	0	0	0	

Earthing Pit Details: Nos. Of Earth Pit Nos.

	Earthing AC	Earthing DC	Earthing LA	Remark
Earth Test Value (Ohm)				

Date:

(Signature of Vendor)
With Stamp

4.

SYNCHRONISATION CERTIFICATE

Synchronization with the DISCOM Grid, Installation of Meter(S) and COD.
(To be filled by the DISCOM)

To,

Applicant's name:

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 by M/s..... bearing Application No..... has been conducted and your RTSPV System found satisfactory and successfully synchronized with the DISCOMs grid. Meter with no has been installed and sealed on Dt.....

Yours faithfully,

(Signature of Officer)

Name and Designation:

Date:

Stamp:

5. Plant photo with Beneficiary