



BORANG PERMOHONAN NET-METERING

NET-METERING APPLICATION FORM

For office use only:

Reference No.:

Serial No.:

Date received:

Time received:

Receiving Offer:

SECTION 1 | APPLICANT INFORMATION

**Forms to be completed in capital letters*

Category:

<input type="checkbox"/>	Residential
<input type="checkbox"/>	Government
<input type="checkbox"/>	Commercial

1A | FOR INDIVIDUAL APPLICANT (if applicable)

APPLICANT DETAILS

Applicant Name:

NRIC:

Citizenship:

Contact No.:

Email:

(H)	(M)

ALTERNATE CONTACT PERSON

Contact Person Name:

Relationship

NRIC:

Citizenship:

Contact No.:

Email:

(H)	(M)

1B | FOR NON-INDIVIDUAL APPLICANT (if applicable)**APPLICANT DETAILS**Company Owner's
Name:

Company Name:

Company Registration
No.:

Address:

Contact No.:

(H)

(M)

Email:

CONTACT PERSON

Name:

NRIC

Citizenship:

Position:

Contact No.:

(H)

(M)

Email:

SECTION 2 | PROJECT INFORMATION**2.1 INSTALLATION SITE ADDRESS**Installation site
address:

Site ownership:

☐

Fully owned

☐

Owned (charged to bank)

☐

Leased

2.2 INFORMATION OF INSTALLATIONElectricity bill account
No.:Renewable energy
resources:

Solar

Installed capacity:

kWp

2.3 INFORMATION OF PREMISE INSTALLATIONVoltage level at
connection point:☐

Low voltage (Single phase)

☐

Low voltage (Three phase)

☐

Medium voltage (Three phase)

Voltage at Point of
Common Coupling: V

Project status:	<input type="checkbox"/>	New project
	<input type="checkbox"/>	Existing project
Types of building:	<input type="text"/>	
	<i>E.g.: House, shop, office, etc</i>	
Types of installation:	<input type="checkbox"/>	Rooftop of building
	<input type="checkbox"/>	Garage of car park
	<input type="checkbox"/>	Others (Please state): <input type="text"/>

2.4 TECHNICAL INFORMATION

1). Module	
Type	<input type="text"/>
Brand	<input type="text"/>
Model	<input type="text"/>
Quantity	<input type="text"/>
2). Inverter	
Brand	<input type="text"/>
Model	<input type="text"/>
Quantity	<input type="text"/>

2.5 REGISTERED PV SOLAR PROVIDER OR REGISTERED ELECTRICAL CONTRACTOR

Company's name:	<input type="text"/>		
Company Registration No.:	<input type="text"/>		
Office address:	<input type="text"/>		
Telephone No.:	<input type="text" value="(O)"/>	<input type="text" value="(Fax)"/>	<input type="text"/>
Contact Person:	<input type="text"/>		
Position:	<input type="text"/>		
Contact No.:	<input type="text" value="(M)"/>	<input type="text" value="(O)"/>	<input type="text"/>
Email:	<input type="text"/>		

2.6 QUALIFIED PERSON

**Professional Engineer*

Name:	<input type="text"/>		
NRIC:	<input type="text"/>		
Contact No.:	<input type="text" value="(M)"/>	<input type="text" value="(O)"/>	<input type="text"/>
Company's name:	<input type="text"/>		
Company's registration No.:	<input type="text"/>		

SECTION 3 | PROPOSED WORK PLAN

Bil.	Activities	Estimated Date
1	Net-metering Application submission date	
2	Proposed date for signing of Net-metering Agreement	
3	T&C proposal date with Distribution Licensee	
4	Net-metering Commencement date	

SECTION 4 | SUPPORTING DOCUMENTS CHECKLIST

The certified true copies of the following documents are to be submitted in support of this application, where applicable.

No.	Required documents	Please tick [/]
1	<i>Applicant Information:</i>	
	<div> <div>1.1</div> <div> Individual (For Domestic Category) Applicant's NRIC (front and back) / Passport (if foreign person). </div> </div>	
	<div> <div></div> <div> Company / Organization / Society / Government Body (if applicable) Certificate of registration. </div> </div>	
2	<i>Site Information:</i>	
	<div> <div>2.1</div> <div>Documents proving the Applicant's ownership of the site, or other conditional or unconditional rights (e.g. letter or agreement) that the Applicant has to utilise/lease the site for a minimum period equivalent to the effective period</div> </div>	
3	<i>Technical Information:</i>	
	<div> <div>3.1</div> <div>The detailed engineering design of the renewable energy installation, including all relevant calculations to justify the installed capacity and claimed efficiencies, proposed plant layout and AC/DC single line diagram certified by relevant Qualified Person (QP)</div> </div>	
	<div> <div>3.2</div> <div>Net-Metering Assessment (NMA) Approval issued by DES</div> </div>	
	<div> <div>3.3</div> <div>Product data sheet / technical parameter for all electrical components. Please provide rating of each electrical components (SPD, fuses, switches, PV modules, Inverters)</div> </div>	
4	<i>Billing Information</i>	
	A copy of three (3) months electricity bill (latest) - can be requested from DES;	
5	<i>Qualified Person and Electrical Contractor Certificates:</i>	
	<div> <div>5.1</div> <div> Mandatory certificates: i) Contractor Registration Certificate by Ministry of Development (MOD) </div> </div>	
	<div> <div></div> <div>ii) A certificate of registration as a Professional Engineer (Electrical) with BAPEQS for each Competent Person's;</div> </div>	
6	<i>Others (Please specify):</i>	
	(i)	
	(ii)	
	(iii)	

SECTION 5 | DECLARATION FOR NET-METERING APPLICATION**5.1 APPLICANT DECLARATION*****TO BE FILED BY APPLICANT (INDIVIDUAL)**

I,	(Name),	(NRIC)
and		
(Address)		

sincerely declare the following:

- I hereby authorize (name of the Qualified Person)..... with NRIC.:
 i. as the Qualified Person to act on my behalf to manage my Net-metering Application;**OR** I hereby declare myself with NRIC: as a Qualified Person to manage my own Net-metering application; [please strikethrough where applicable];
- ii. I hereby attest that the Qualified Person appointed here is a Qualified Person within the definition of a Qualified Person under APEQS Order 2011 and the regulations thereunder;
- iii. I hereby confirm that I have not committed any offences under the Electricity Order 2017 and/or any other relevant laws and regulations pertaining to the supply and licensing of electricity;
- iv. I hereby certify that all information given is true and correct to my knowledge and belief;
- v. I understand and agree that Department of Energy at Prime Minister's Office will have the right to take any action including to forfeit all initial fees paid, if any of the information given is false;
- vi. Department of Energy at Prime Minister's Office shall not be held liable for any loss, damage and inconvenience suffered by me after my application has been approved by Department of Energy at Prime Minister's Office;
- vii. I hereby agree, understand and will comply with all the relevant laws and guidelines applicable to this application; and
- viii. For whatever reason if my application is rejected by DES after my application being approved by the Department of Energy at Prime Minister's Office, all application fees paid by me or by the authorized Qualified Person to the Department of Energy at Prime Minister's Office shall not be refunded.

Name:

NRIC:

Date:

***TO BE FILLED BY APPLICANT (NON-INDIVIDUAL) (if applicable)**

I,			(Name),		(NRIC)
(designation)			of a		
(name of the Company/Organization/etc)					
and					
(Address)					

an authorized representative of this Applicant sincerely declare the following:

- I hereby authorize (name of the Qualified Person)..... with NRIC.:
 as the Qualified Person to act on my behalf to manage my Net-metering Application;
 i. **OR** I hereby declare myself with NRIC: as a Qualified Person to manage my own Net-metering application; [please strikethrough where applicable];
- ii. I hereby attest that the Qualified Person appointed here is a Qualified Person within the definition of a Qualified Person under APEQS Order 2011 and the regulations thereunder;
- iii. I hereby confirm that I have not committed any offences under the Electricity Order 2017 and/or any other relevant laws and regulations pertaining to the supply and licensing of electricity;
- iv. I hereby certify that all information given is true and correct to my knowledge and belief;
- v. I understand and agree that the Department of Energy at Prime Minister's Office will have the right to take any action including to forfeit all initial fees paid, if any of the information given is false;
- vi. Department of Energy at Prime Minister's Office shall not be held liable for any loss, damage and inconvenience suffered by me after my application has been approved by the Department of Energy at Prime Minister's Office;
- vii. I hereby agree, understand and will comply with all the relevant laws and guidelines applicable to this application; and
- viii. For whatever reason if my application is rejected by DES after my application being approved by the Department of Energy at Prime Minister's Office, all application fees paid by me or by the authorized Qualified Person to the Department of Energy at Prime Minister's Office shall not be refunded.

Name of the Authorized:

Representative:

Designation:

NRIC:

Date:

5.2 ELECTRICAL CONTRACTOR DECLARATION**To be completed by Qualified Person*

Company's Name:

Company's Registration No:

By signing this form, I

(Name)

(NRIC) declare that:

- i. I am representing the owner of the premise and the information furnished above is true to my knowledge and belief;
- ii. I confirm that the solar PV system design comply to the relevant standards and other relevant requirements as per prudent utility practices;
- iii. I also verify that the site condition is fit for installation of the solar PV system as per applicable regulations;
- iv. I hereby acknowledge that all information given are true and the Department of Energy at Prime Minister's Office shall have the right to take any action if the above information are false;

*Name of the Qualified Person:**NRIC:**Date:**Qualified Person Stamp:*

BORANG PENILAIAN NET-METERING

Net-Metering Assessment Form (NMA)

SECTION 1 | INFORMATION

- ☐ Consumer may not operate their Solar Photovoltaic (PV) system while interconnected to the DSP Distribution System until they receive written permission from Authority

SECTION 2 | CONSUMER INFORMATION

Applicant Name

NRIC

Electricity Bill Account No.

I hereby authorise the Qualified Person as described in SECTION 3 to act on my behalf to manage my Net-metering application.

Signature

Date

SECTION 3 | CONTRACTOR DETAILS

Company Owner's Name

Company Name

Company Registration Number

Signature & Official Company Stamp

Expiry Date

Date

SECTION 4 | CONSUMER DETAILS

Installation Address

voltage at Point of
Common Coupling
(PCC)

☐ Low Voltage (230V/400V)

☐ Medium Voltage (11kV/33kV)

Substation location

FOR **Medium Voltage** connected Consumer:

Maximum Demand

kW

FOR **Low Voltage** connected Consumer:

Fuse rating

(Amps)

CT rating

SECTION 5 | TECHNICAL ASSESSMENT

Installed Net-metering Capacity:

kWp

kWac

Estimated monthly generation:

kWh

Distributed annual availability data:

kWh

Expected Date of Commissioning of Net-metering:

dd/mm/yy

For generation capacity of > 12kW, QP shall fill in and attach Load Profile (LP) Form:

Daytime Peak Demand (11AM-3PM)

 kW

(Friday to Monday)

Daytime Lowest Demand

 kW

Export during daytime peak

 kWac

Export during daytime lowest

 kWac

SECTION 6 | SOLAR PHOTOVOLTAICS (PV) DETAILS

PV Module

Types:

Monocrystalline

Polycrystalline

Thin film

Others

Manufacturer:

PV Inverter

Nos of Inverter installed:

Type:

Single-phase

3-phase

Manufacturer:

Power factor:

lagging

leading

unity

SECTION 7 | DOCUMENTS CHECKLIST

- i Single-line diagram with Solar PV schematic (endorsed by PE)
- ii Photos of existing Meter and service line
- iii Others

SECTION 8 | DOCUMENTS CHECKLIST

By signing this form, I declare that:

- ☐ I am representing the owner of the premise and the information furnished above is true to my knowledge and belief.
- ☐ I confirm that the solar PV system design comply to the standards (Guidelines of Solar Rooftop Photovoltaic Sytem Interconnection to Low Voltage Network)and the inverter (s) used are as per approved lists.
- ☐ I also verify that the site condition is fit for installation of the solar PV system as per applicable regulations.

PE/Contractor's
Signature & Official
Stamp

Name

Date

SECTION 9 | FOR OFFICE USE