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REGULATOR FOR ENERGY & WATER SERVICES

PV Notification

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Electricity Regulations – S.L. 545.34

NOTIFICATION OF ELECTRICITY GENERATION USING PHOTOVOLTAIC PANELS
(Applications for PV systems generating not more than 16Amps per phase at 230/400V)

PART I – To be filled by applicant *(use BLOCK letters please)*

Section A : Application details

1. Applicant's Details

(i) **Name of applicant:** _____ (ii) **I.D. No./ Passport no.:** _____

OR (in the case of a company or organisation)

(iii) **Name of Company** _____ (iv) **Company Registration No.** _____

or Name of Organisation: _____ **or VAT No.** *(if applicable)* : _____

2. Contact Telephone No.: _____

3. Contact Email address(s):_____

4. Mailing Address (address where any information must be sent) **:**

Address:

5. Type of premises where the installation is located: *(tick where applicable)*

Commercial ☐ **Residential** ☐ **Industrial** ☐ **Public building** ☐ **Institutional households** ☐ **Other (specify):** _____

Ensure that the PV installation address is correct and is the **same address** as shown or will be shown on the **ARMS Ltd**. electricity bill**.**

6. Address of PV Installation:

On existing ARMS Ltd Account No:_____

or new consumer electricity account ☐ (consumer service yet to be applied for)

or Third Party account ☐ Any other generation on site Y/N _____ (see Note1)

or Off-Grid ☐

Note 1:

In case of Third Party / additional PV meter, please specify MRA/REWS reference of any existing generation capacity on same site / connection point: _____ and give reference of the electricity account number of the existing service point: Account: _____

Provide a copy of the electricity bill.

7. Reason for submission of this application

☐ a) Case of a new PV not benefitting from a FiT and applying through **Regulation 4A**:
I / we, the undersigned applicant(s) hereby am/are applying for the rates applicable as per Regulation 4A of the Feed-in Tariff Scheme (Electricity Generated from Solar Photovoltaic Installations) Regulations S.L.545.27, whereby any units exported to the grid are sold at the applicable proxy for the market price per unit at the time of export as defined in the Fourth Schedule of the same Regulations.

In this case please specify whether ☐ roof-mounted or ☐ ground-mounted

☐ b) Case that PV has already been allocated a FiT e.g through a grant scheme, and is required to submit a PV Notification form e.g. further details being requested for a residential grant application for further evaluation

☐ c) Case of applying for additional capacity to a PV meter with an approved FiT and retaining such original FiT, capping and guaranteed period, for the total capacity connected e.g. new capacity added on the same PV meter.

☐ d) Case that an approved PV system has changed configuration or being re-located e.g. Requesting a transfer, making a change of configuration.

☐ e) Other cases, please describe:_____

Acknowledgement no:_____
Initials:_____

Section B. Declarations of Applicant (s)

Application must be signed by the applicant defined in 1 (i) **OR** in case of a Company or Organisation defined in 1 (iii) signed by **Legal representative(s)** as shown in the **Memorandum and Articles of Association of the Company,** or a person authorised by the Board of Directors through a **Board Resolution**. If legal representation is required by any two directors, two directors must sign the application providing a copy of their ID. In case of a sole trader, a copy of the VAT certificate and copy of ID is required.

I / we, the applicant(s) hereby declare that I/we:

(a) can represent the applicant, company or organisation on whom this application is submitted;

(b) am/are **either** the owner(s) of the site where the system is to be constructed **or** that I am /we are not the owner(s) of the site and have obtained consent from the owner of the site both to construct the system and to access the site;

(c) (i) have planning permission issued by the Planning Authority (copy & drawings attached);or

(ii) have a confirmation from the Planning Authority that the proposal does not require planning permission, (copy of confirmation & drawings attached); or

(iii) in case of non of the above and no documentation from Planning Authority is being provided, confirm that the PV installation is in compliance with the Development Notification Order, 2016 and the Planning Authority's procedures and guidelines including "Development Control Policy and Design Guidance and Standards 2015" and/or any later updates;

(d) shall at all times comply with the lawful directions of the Regulator of Energy and Water Services;

(e) provided information which to the best of my knowledge is accurate and complete in all respects. I/We am/are aware that the REWS may carry out the necessary investigations in order to verify this information;

(f) also undertake to provide any other information that may be requested from time to time by the Regulator; and

(g) shall inform the Regulator of Energy and Water Services of any changes that may occur with respect to the information submitted in this application as soon as possible and in any case prior to issue of the approval of this application.

Date (dd/mmm/yyyy) : ___/_____/_____

Signature	Name	Position held	ID / Passport No	Tel/Mob No

Note: in case of a company or organisation this part has to be **filled in FULL** by **ALL** the legal representative(s)

Data Protection Notice

In processing your personal data, the Regulator will comply with binding legislative requirements imposed by the General Data Protection Regulation EU 2016/679 (the "GDPR") and national Maltese law requiring an adequate data protection standard.

The processing of your personal data by the Regulator shall be done in the performance of a task in the exercise of official authority vested in the Regulator and, or in compliance with a legal obligation.

In terms of these legal bases, the Regulator processes your personal information with Enemalta PLC, Automated Revenue Management Services Ltd (ARMS Ltd), the Civil Protection Department, the Occupational Health and Safety Authority, the Planning Authority, the Environment and Resources Authority, the Malta Competition and Consumer Affairs Authority, Ministry for Energy and Water, the Energy and Water Agency, the State Aid Monitoring Board, the National Statistics Office, Agriculture and Rural Paying Agency and the Malta Enterprise Corporation whenever these are applicable.

You may access the Regulator's Data Privacy Policy at: https://www.rews.org.mt/#/en/a/51-privacy-policy

PART II – To be filled by Warranted Electrical Engineer *(use BLOCK letters please)*

Section C: General Technical Information for PV Installation

8. PV panels :

Qty _____ of _____**Watts**

Qty _____ of _____ **Watts**

Qty _____ of _____ **Watts**

9. Inverters :

Where a generator includes an inverter, the generator rating is deemed to be the continuous steady state operating rating of the inverter.

QTY ____ of Rated output: _____**kW**

QTY ____ of Rated output: _____**kW**

QTY ____ of Rated output: _____**kW**

10. This PV system PV meter connection mode : (tick one box)

☐ Single Phase

☐ Three Phase

☐ Off-Grid

11. Rated AC current generated at 230/400Volts on :

This System:	**Total System including any already existing / planned[1]:**
Phase L1: _____ **Amps**;	Phase L1: _____ **Amps**;
Phase L2: _____ **Amps**;	Phase L2: _____ **Amps**;
Phase L3: _____ **Amps**	Phase L3: _____ **Amps**

(if single phase and where the phase number is unknown, use Phase L1 as default)

12. Please provide the MRA/REWS reference of any existing / authorised / notified / applied for power generation capacity on the same connection point as the one being proposed:

GEN/APP/ _____/____ **or** PV/ WT/CHP no:_____ Existing power _____ **kWp** and connected to phase(s) _____

13. Rated A.C. Power generated by this system: _____ **kW**

14. Total A.C. Power Generation Capacity on site: _____ **kW**

(this includes this system being applied for, and any other systems already existing on site connected to the same site / electricity connection point, including any generation capacity connected to the grid through a generation meter)

15. If installation includes a sun tracking system, please provide details of sun tracking system:

16. Details of the ancillary services that the generating station will be capable of providing:

a) **Reactive Power Capability** (if applicable)**:** kVAr (lead):_____ kVAr (lag): _____

b) Frequency control capability (if applicable)**:** _____

Section D. Declaration by Warranted Electrical Engineer:

I, the undersigned warranted electrical engineer, hereby declare that to the best of my knowledge that all the details contained in the Part II of this application are correct and complete, that I will supply technical documentation and relevant schematics to the applicant, and that I shall inform the Regulator for Energy and Water Services within a reasonable time in case that any technical details would have changed in regard to the installation from the time of this notification. I understand that it is only for testing and commissioning purposes that such system may be temporarily connected to the grid. Afterwards it has to be disconnected as it may only be connected to the grid by Enemalta Plc's authorised personnel.

I declare that I will ensure compliance with the Electrical Installations Regulations S.L. 545.24, the Electricity Supply Regulations S.L. 545.01 and other current relevant Regulations and applicable standards, such as Commission Regulation(EU) (EU) 2016/631, relevant standards (e.g. EN 50549), the Network Code and in particular ensure that the solar photovoltaic installation is provided with the required earth fault protection and an anti-islanding protection in compliance with the GR6 of the Network Code .

I further declare that the whole installation shall be installed in accordance with best practices, and clearly labelled , and that I will recommend to the applicant prior to the construction of the solar photovoltaic installation to seek other professional advice from a relevant competent person (a *Perit*) with respect to the ability of the structure upon which the installation is intended to be installed to withstand the load of such installation.

Signature: _____ **Date** (dd/mm/yyyy)**:** ___ /_____ / _____

Name in Full: _____

Telephone / Mobile number : _____ Warrant No.: _____ I.D. No./ Passport number: _____

[1] Planned would include already authorised / already notified / already applied for.

Note: The Regulator shall not be responsible and does not accept in any manner whatsoever any liability and shall be held harmless with regard to any damages or losses that may occur to persons or property in relation to the construction and operation of the proposed installation.

DOCUMENTS TO BE SUBMITTED TOGETHER WITH THE APPLICATION FOR NOTIFICATION TO CONSTRUCT/ RECONSTRUCT A GENERATING STATION

1. A copy of the ID Card / passport details of applicant **Or of all the Signatory/ Signatories in case of a Company or Organisation.** (mobile photos are not accepted)	☐
2a. A copy of the ARMS Ltd electricity bill in the applicant's name where the PV installation will be installed and connected. (not applicable in case of a new building and/or a new electrical service) (mobile photos are not accepted)	☐
2b. In case of a new electricity service, a site map with street names, clearly indicating the site of the PV installation, the access point and intended point of connection to the grid.	☐
3. A copy of a permit or a clearance letter from the Planning Authority in case of applicable declaration Section B (c)(i) or (c)(ii) respectively, inclusive of a copy all approved drawings referred to and showing site location and method of PV installation. Otherwise if no documentation is being provided installation is being declared to be compliant to declaration (c)(iii).	☐
4. In case of an application by an organisation: **A copy of the Memorandum and Articles of Association of the Company identifying the legal representative(s);** **Or a Board resolution authorising the person to legally represent the company together with a copy of the Memorandum and Articles of Association of the Company;** **OR a VAT certificate in case of sole trader(s);** **OR a deed of Partnership**	☐
5. Photos indicating the site / roof/ space where the panels will be installed.	Qty: ____

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Received by: _____

Date received (dd/mm/yyyy)**:** _____/ _____ / _____

Application Reference No.: _____

Signed: _____

Official Stamp:

This application is void if clarifications are not responded to within <u>10 working days</u> from the date of the REWS's clarification request.