

Procedure for

Implementation of REC Mechanism

In Compliance of

**Central Electricity Regulatory Commission (Terms and
Conditions for Renewable Energy Certificates for Renewable
Energy Generation) Regulations, 2022**



DECEMBER-2022

Rev.- 1

GRID CONTROLLER OF INDIA LIMITED

(FORMERLY KNOWN AS POWER SYSTEM OPERATION CORPORATION LIMITED)

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1.0 OUTLINE

- 1.1** This Procedure is made in compliance of Regulation 16(2) of Central Electricity Regulatory Commission (Terms and Conditions for Renewable Energy Certificates for Renewable Energy Generation) Regulations, 2022 herein after referred as REC Regulations.
- 1.2** Words and expressions used in these Procedures and not defined herein but defined in the Act, the REC Regulations or any other Regulations issued by the Central Commission shall have the same meaning assigned to them respectively in the Act, the REC Regulations or such other Regulations issued by the Commission.
- 1.3** For the purpose of this procedure, 'renewable energy sources' means sources of renewable energy such as hydro, wind, solar including its integration with combined cycle, biomass, bio fuel cogeneration, urban or municipal waste and such other sources as recognized or approved by the Central Government. The term 'hydro'¹ would imply hydro power projects including Pumped Storage Plants(PSP) and small hydro projects. For the purpose of this procedure, the Renewable Energy Generating Station (REGS) means a generating station based on a renewable source of energy with or without Energy Storage System and shall include Renewable Hybrid Generating Station herein after referred as REGS.
- 1.4** For the purpose of this procedure, Captive Generating Plant means a power plant set up to generate electricity primarily for own use and based on renewable sources of energy and herein after referred as CGP.
- 1.5** The procedure will come into effect after the date of implementation of CERC REC Regulations, 2022 as separately notified by the Hon'ble Commission.

2.0 CENTRAL AGENCY AND ITS FUNCTIONS

- 2.1** The National Load Despatch Centre is designated as the Central Agency for the implementation of REC regulations. However, if the Commission designates any other agency as the Central Agency such agency shall perform the functions of Central Agency as per the REC Regulations
- 2.2** The functions of the Central Agency are:
- (i) undertake registration of eligible entities,
 - (ii) Develop a mechanism for accounting of generation and sale in respect of certificates.

¹ As per MoP order regarding RPO and Energy Storage Obligation trajectory till 2029-30 dated 22 July 2022 and corrigendum dated 19 September 2022.

- (iii) undertake issuance of certificates,
- (iv) maintain and settle accounts in respect of certificates,
- (v) act as repository of transactions in certificates,
- (vi) maintain registry of certificates,
- (vii) perform such other functions incidental to sub-clauses (i) to (vi) as above, and
- (viii) Undertake any other function that may be assigned by the commission.

3.0 STATE AGENCY AND ITS FUNCTIONS:

State Agency means the agency designated by the concerned State Commission for accreditation of eligible entities for grant of Certificates Accreditation to the eligible entities connected to the intra-State transmission system shall be granted by the State Agency. The eligible entities granted accreditation prior to the date of coming into force of REC regulations shall be deemed to have been granted accreditation under REC regulations till the validity of their respective accreditations.

4.0 RLDC AND ITS FUNCTIONS:

RLDC means the Regional Load Despatch Centre established under sub-section (1) of Section 27 of the Act.

4.1 Accreditation to the eligible entities connected to the inter-State transmission system shall be granted by the RLDC of the region in which such eligible entities are located, in accordance with the Procedure for Accreditation (part II of this Document). The eligible entities granted accreditations prior to the date of coming into force of REC regulations shall be deemed to have been granted accreditations under REC regulations and their accreditations shall remain valid till the date of validity of their respective accreditations.

4.2 Issuance of Energy Injection reports on the basis of electricity generated and injected into the grid, or deemed to be injected in case of self-consumption by the eligible CGP, and duly accounted in the Energy Accounting System as per the IEGC.

5.0 FUNCTIONS OF SLDC:

Issuance of Energy Injection reports on the basis of electricity generated and injected into the grid, or deemed to be injected in case of self-consumption by the eligible CGP, and duly accounted in the Energy Accounting System -

- (i) as per the State Grid Code, in case connected to intra state transmission network or
- (ii) Based on written communication of distribution licensee to the concerned State Load Despatch Centre with regard to the energy input by the REGS and CGP based on renewable energy sources connected to intra-state network which are not covered under the existing scheduling and despatch procedures.

6.0 THE PROCESS INVOLVED

The step-by-step process for implementation of REC Mechanism as specified in REC Regulations is as below:

- 1 Accreditation of the eligible entities
- 2 Registration of the eligible entities
- 3 Issuance of Renewable Energy Certificates (RECs).
- 4 Exchange and redemption of REC(s).

7.0 ELIGIBILITY FOR ISSUANCE OF CERTIFICATES

7.1 Following entities will be eligible for the issuance of Certificates:

- (a) Renewable energy generating stations,
- (b) Captive generating stations based on renewable energy sources,
- (c) Distribution licensees, and
- (d) Open access consumers

7.2 A REGS/CGP will be eligible for issuance of Certificates, if it meets the following conditions:

- (a) the tariff of such REGS, for part or full capacity, has not been either determined or adopted under section 62 or section 63 of the Act respectively, or the electricity generated is not sold directly or through an electricity trader or in the Power Exchange, for RPO compliance by an obligated entity. In case, the part capacity of REGS is not tied up for sale to an obligated entity for RPO compliance, energy from such capacity shall be eligible for issuance of REC.

- (b) REGS selling power to the obligated entities including Distribution Company under MoU Route directly or through traders would be eligible under REC mechanism if such sale is not being accounted for RPO compliance of the obligated entity.

(c) REGS participating in IDAM and selling energy in the conventional segment of IDAM in case their bids remain uncleared in the RE segment of the IDAM. Such energy shall be eligible for issuance of REC.

(d) RE generators not scheduling energy due to regulation of access to power in case of non-payment of dues as per Late Payment Surcharges and Related Matter Rules, 2022 and selling energy directly or through an electricity trader or in the Power Exchange, provided that such energy is not used for RPO compliance by an obligated entity. Energy from such regulated capacity shall be eligible for issuance of REC

(e) Such REGS ((a) (b), (c) & (d) above) has not availed any (i) waiver of or concessional transmission charges or (ii) waiver of or concessional wheeling charges.

(f) Such REGS ((a) (b), (c) & (d) above) is grid connected.

7.3 A CGP meeting the conditions as specified under clause 7(2) above will be eligible for issuance of Certificates. However, the Certificates issued to such CGP to the extent of self-consumption, shall not be eligible for sale.

7.4 An obligated entity being a distribution licensee or an open access consumer, which purchases electricity from renewable energy sources in excess of the renewable purchase obligation as determined by the concerned State Commission will be eligible for issuance of Certificates to the extent of purchase of such excess electricity from renewable energy sources.

7.5 Advance Accreditation – An REGS which in normal circumstances is ineligible for accreditation due to the requirement conditions of the accreditation process, however, in special circumstances may become eligible for issuance of certificates. Such REGS can get itself accredited on advance basis called as Advance Accreditation.

7.6 Advance Registration – An REGS which in normal circumstances is ineligible for Registration due to the requirement conditions of the registration process, however, in special circumstances may become eligible for issuance of certificates. Such REGS can get itself registered on advance basis called as Advance Registration.

7.7 An REGS which is presently not eligible for Accreditation and Registration, however, they may be eligible for issuance of Certificates through eligibility conditions 7.2 (c) & (d) above, may get itself Advance Accredited and Advance Registered. This exception is not valid for an REGS which is eligible as per Clause 7.2 (a) & (b).

7.8 An Eligible Entity as defined in 7.1 through 7.4 above, shall be eligible for issuance of Certificates, if it is Accredited or deemed to be Accredited and Registered as per the Part II and Part III of this procedure respectively.

8.0 DENOMINATION OF CERTIFICATE

8.1 Each Certificate issued under REC Regulations will represent one Megawatt hour (MWh) of electricity generated from renewable energy sources and injected or deemed to be injected (in case of self-consumption by eligible CGP) into the grid.

8.2 Certificates will be issued in multiple of the assigned Certificate Multiplier as per clause 12(2) of REC Regulation for one MWh of electricity generated and injected or deemed to be injected into the grid. The Certificate Multiplier for the period of three years from the date of effect of REC Regulations is as under:

Renewable Energy Technologies	Certificate Multiplier
On-shore Wind and Solar	1
Hydro	1.5
Municipal Solid Waste (MSW) and non-fossil fuel-based cogeneration	2
Biomass and Biofuel	2.5

In case the Hon'ble Commission revises the Certificate Multiplier, based on the review of the maturity level and cost of various renewable energy technologies, the Certificate Multiplier will be applicable from the date of notification of such revision.

8.3 Applicable Certificate multiplier as per clause 12(2) of REC Regulation will be assigned to the REGS and CGP, commissioned after the date of coming into force of REC Regulations.

8.4 The Certificate Multiplier once assigned to a REGS/CGP will remain valid for a period of fifteen years from the date of commissioning. Beyond this period the REGS/ CGP shall be issued one Certificate for one MWh of electricity generated and injected or deemed to be injected into the grid. Further, the eligible entity whose RE source technology is not mentioned in clause 12(2) of REC Regulation will get 1 REC for 1MWh hour of electricity generated.

9.0 VALIDITY OF CERTIFICATES

9.1 The Certificates issued shall remain valid until they are redeemed.

9.2 In case an eligible entity has obtained accreditation or registration on the basis of false information or by suppressing material information and the accreditation or registration of such entity is revoked at a later date, the Certificates already issued to such entity, but not redeemed, shall stand extinguished from the date of issue of such Certificates and in respect of Certificates already redeemed, such entity shall deposit in the Central Agency, the amount realized from sale of such Certificates along with the interest at the rate of two hundred (200) basis points above the State Bank of India Marginal Cost of Funds based Lending Rate (MCLR) of one year tenor.

10.0 FEES AND CHARGES

The Fees and Charges payable towards the processing of application and for undertaking Accreditation, Registration, and Issuance of REC(s) shall include the following.

Accreditation of Eligible Entities:

- (a) Application Processing Fee- One time Application Processing Fees per application payable at the time of submitting application for accreditation to State Agency/RLDC.
- (b) One-time Accreditation fee- One time Accreditation Charges per application payable to the State Agency/RLDC upon verification of application of accreditation.
- (c) Annual Accreditation fee- Annual Charges for Accreditation per annum per application payable at the time of Accreditation and subsequently by April 10, for each fiscal year.

Fees and Charges for Accreditation of Eligible Entities (connected to intra-state) shall be as prescribed by respective SERC. In case separate Fees and Charges for accreditation are not notified by the respective SERC, then the Fee and Charges notified by CERC will be applicable.

Registration under REC Mechanism:

- (a) Application Processing Fee-One time Registration Processing Fees per application payable at the time of submitting application for registration to Central Agency
- (b) One-time Registration Fee - One time Registration Charges per application payable upon grant of registration
- (c) Annual Registration Fee - Annual Charges for Registration per annum per application payable at the time of registration and by April 10, for each fiscal year.

Issuance of RECs

- (a) Transaction fee and charges for issue of certificate - Issuance Fees per certificate payable after verification of the application of issuance of RECs.

The fees and charges payable by the eligible entities for accreditation, registration, issuance of Certificates, and other connected matters shall be as per the applicable CERC order.

11.0 DETAILED PROCEDURE

11.1 The Detailed Procedure has been subdivided into the following sections:

- (a) Procedure for accounting of generation in respect of eligible entities as referred in clause 3(2) of REC regulations. (Part-I of this document)
- (b) Procedure for Accreditation as referred in clause 6(2) of REC Regulation. (Part-II of this document)
- (c) Procedure for Registration for Certificate as referred to in clause 8(1) of REC Regulation. (Part-III of this document)
- (d) Procedure for Issuance for Certificate as referred to in clause 10(1) of REC Regulation. (Part-IV of this document)
- (e) Procedure for exchange of Certificate through power exchange or through electricity traders as referred to in clause 11(2) of REC Regulation. (Part-V of this document)

12.0 GENERAL

If any difficulty arises in giving effect to any provision of these Procedures or interpretation of the Procedures, the Central may make such provisions or propose amendments, consistent with the provisions of REC Regulations and submit the same for information to the Commission.

13.0 INDEMNIFICATION

The Renewable energy generating stations including Captive generating stations based on renewable energy sources, Distribution licensees, and Open access consumers shall keep each of the NLDC/RLDC/SLDC/State Agency indemnified at all times and shall undertake to indemnify, defend and save the NLDC/RLDC/SLDC/State Agency harmless from any and all damages, losses, claims and actions, including those relating to injury to or death of any person or damage to property, demands, suits,

recoveries, costs and expenses, court costs, attorney fees, and all other obligations by or to third parties, arising out of or resulting from the Accreditation/Registration/Issuance /Trading under REC mechanism.

The Renewable energy generating stations, Captive generating stations based on renewable energy sources, Distribution licensees, and Open access consumers shall keep State Agency/RLDC indemnified at all times and shall undertake to indemnify, defend and save the State Agency/RLDC harmless from any and all damages, losses, claims and actions, arising out of disputes with Central Agency and SLDC, as well as with Power Exchange(s), Electricity Trader(s) inclusive of confidentiality issues.

PART -I

PROCEDURE FOR ACCOUNTING OF GENERATION IN RESPECT OF ELIGIBLE ENTITIES

PART – I

PROCEDURE FOR ACCOUNTING OF GENERATION IN RESPECT OF ELIGIBLE ENTITIES

1.0 BRIEF DESCRIPTION OF THE PROCEDURE

REGS based on Hybrid technology i.e. renewable energy generation based on combination of two or more source of technology shall require separate energy accounting for capacity linked to each source of technology.

Also, REGS which have generating units with different certificate multiplier (as determined by CERC from time to time) due to capacity extension / Unit addition shall require separate energy accounting for capacity linked to different certificate multiplier.

The procedure for accounting of Renewable Energy Generation in respect of eligible entities (REGS/CGP) shall broadly cover following steps:

- 1.1** Submission of meter data by eligible entities to SLDCs/RLDCs, as the case may be.
- 1.2** Preparation of Energy Accounts by SLDCs in case of intra-state entities and submission of Energy Accounting data to Regional Power Committee by RLDCs in case of Inter-State entities, as per the State Grid Code/Indian Electricity Grid Code, as applicable for the purpose of accounting renewable energy injected into the grid.
- 1.3** Based on Energy Account prepared by SLDC/RLDC as the case may be, the eligible entity shall apply for issuance of REC.
- 1.4** Submission of Monthly Energy Injection Reports for eligible entities by SLDC/RLDC on REC web portal of Central Agency.
- 1.5** Central Agency shall issue RECs to eligible entities based on the Energy Injection Report submitted by SLDC/RLDC.

2.0 STEP-WISE PROCESS, ROLES AND RESPONSIBILITIES OF ENTITIES INVOLVED

The roles and responsibilities of the entities involved are elaborated as below:

- 2.1** The REGS and CGP based on renewable energy sources shall be considered eligible entities for this part of the procedure.
- 2.2** SLDC and RLDC shall follow the State Grid Code/Indian Electricity Grid Code, as applicable for the purpose of accounting renewable energy injected into the grid.

2.3 The eligible entities shall ensure installation of interface energy meters in accordance with the Central Electricity Authority (Installation and Operation of meters) Regulations 2006 and amendments thereof prior to accreditation, registration and commencement of scheduling of power.

2.4 The eligible entities shall submit the Energy Meter data to respective SLDC/RLDC in accordance with the timelines stipulated in respective State Grid Code and State Regulations /Indian Electricity Grid Code (IEGC) and CERC Regulations as the case may be. The energy meter data, which is the net off of injection minus drawal, is considered as the actual Renewable Energy injection, for the purpose of issuance of REC.

2.5 In case of REGS/CGP is connected to intra-state transmission system

- (a) The SLDC shall prepare the Energy Account as per timelines stipulated in the State Grid code.
- (b) Thereafter eligible entities shall submit the request for energy injection report to SLDC for complete month in format 1.1 (A) for REGS ,1.1(B) for CGP and 1.1(C) for Group CGP taking the reference of Energy Accounts prepared by SLDC.
- (c) Distribution licensee shall give written communication to the concerned SLDC with regard to the energy input by the REGS and CGP connected to intra state distribution network which are not covered under the existing scheduling and despatch procedures of SLDC. For all such cases the SLDC shall establish protocol for receipt of information and maintenance of the record of meter readings (including self-consumption for CGP).
- (d) In case user of CGP / Group CGP routes power through Open Access for self-consumption, such quantum is accounted as self-consumption and accordingly will be considered for issuance of REC(s) which are not eligible for sale. Self-consumption of such open access user will be as per schedule.
- (e) SLDC after validation of the data submitted by eligible entity or Distribution Licensee shall submit the Energy Injection data of REGS /CGP connected to Intrastate Transmission system or Distribution System on REC web portal as per format 1.2 (A) for REGS ,1.2(B) for CGP and 1.2(C) for Group CGP.

2.6 In case of REGS/CGP is connected to inter-state transmission system

- (a) The RLDC shall prepare the Energy Accounting data and submit the same to respective Regional Power Committee (RPC) as per timelines stipulated in the IEGC.
- (b) The eligible entities shall submit the request for energy injection report to RLDC for complete month in format 1.3 (A) for REGS ,1.3(B) for CGP and 1.3(C) for Group CGP taking

the reference of Deviation Settlement Accounts for all days of the month and Regional Energy Account for the month issued by the RPC.

(c) In case user of CGP / Group CGP routes power through Open Access for self-consumption, such quantum is accounted as self-consumption and accordingly will be considered for issuance of REC(s) which are not eligible for sale. Self-consumption of such open access user will be as per schedule.

(d) RLDC after validation of the data submitted by eligible entity or Distribution Licensee shall submit the Energy Injection data of REGS /CGP connected to Inter-State Transmission system on REC web portal as per format 1.4 (A) for REGS ,1.4(B) for CGP and 1.4(C) for Group CGP.

2.7 The energy injection data of REGS/ CGP for the first month, for issuance of REC, shall be applicable from the date of commercial operation or from the date of registration of such plant by the Central Agency, whichever is later till the last day of the same month. However, for the subsequent months, period of energy injection shall be from the first day of the month to the last day of the same month. In order to do accounting for the calendar month, SLDCs/ RLDCs may calculate on pro-rata basis, or any other method deemed suitable by the SLDC/ RLDC. Auxiliary Consumption shall not to be considered for issuance of REC.

2.8 Energy Injection data submitted by SLDC /RLDC of REGS/ CGP will be available on REC web portal as per format 1.5 / 1.6 respectively.

2.9 If REGS/ CGP find that there is any mismatch between the energy claimed by REGS/ CGP and SLDC/ RLDC energy injection report available on REC web portal, REGS/ CGP shall take up the matter with SLDC/ RLDC.

2.10 SLDC/RLDC may ask additional information from the REGS/ CGP and SLDC/RLDC shall update/ correct the Energy injection data on REC web portal if there is any correction required.

2.11 The REGS/CGP shall use Energy Injection data available on REC web portal while submitting application for issuance of REC certificate to Central Agency.

2.12 Central Agency shall do accounting of generation in respect of eligible entities as referred in clause 3(2) of REC regulations.

2.13 Central Agency shall use the Energy injection data submitted by SLDC/ RLDC for issuance of REC.

2.14 RECs shall be issued to eligible entities based on Certified Multiplier determined by CERC.

3.0 INFORMATION REQUIREMENT

3.1 For the purpose of issuance of the Energy injection report, SLDC shall take into account the following information:

- (a) opening meter reading
- (b) closing meter reading
- (c) auxiliary consumption, if available
- (d) Self-Consumption, if applicable
- (e) export
- (f) import, etc

3.2 For the purpose of issuance Energy injection report, RLDC shall take into account the following information:

- (a) Actual Energy Injection Data in MWh from Weekly Deviation Settlement Account (DSA) issued by RPC
- (b) Scheduled Energy Data in MWh of all transactions done by eligible entity from Monthly Regional Energy Account (REA) issued by RPC for segregation of eligible and not eligible energy for REC issuance.

Provided that Energy Injection Report issued by RLDC shall be subject to revision in case of any revision in DSA or REA by RPC.

4.0 TIMELINES

4.1 The eligible entity shall submit the application to SLDC/RLDC for issuance of Energy Injection Report within three months of electricity generated and injected into the grid or deemed to be injected in case of self-consumption by the CGP based on renewable energy sources.

4.2 SLDC/ RLDC shall issue the Energy injection Report of eligible entity within one month of receipt of application from eligible entity.

4.3 Application for issuance of Certificates shall be made by an eligible entity to the Central Agency within six months from the corresponding generation by the eligible entity. Provided that no Certificate shall be issued in case the application is made beyond the period of six months from the corresponding generation. In case of revision of REA or DSM the difference in energy can be adjusted in subsequent EIRs and accordingly number of RECs will be issued.

FORMAT 1.1 (A)

On letter head of Applicant

**APPLICATION FOR ISSUANCE OF ENERGY INJECTION REPORT
(To be filled by Intra-State REGS)**

Date of Application _____

To,
SLDC.....

Registration Number of the Applicant	
Name of the Applicant	
Total Installed Capacity (MW)	
Energy Injection Period (Month ¹ & Year)	
A. Total Quantum of Energy Injection (MWh) #	
B. Quantum of Energy not eligible for issuance of REC (MWh)	
C. Quantum of Energy eligible for issuance of RECs [(A - B)] (MWh)	
¹ month means entire month i.e. from first day to last day of the month.	
#Applicant shall furnish the details based on Energy Account issued by respective SLDC.	

- I. I/We hereby declare that energy applied for issuance of Certificates is not utilized to offset RPO by any obligated entity.
- II. I/We hereby declare that I/We have not availed i) waiver of or concessional transmission charges or (ii) waiver of or concessional wheeling charges for energy applied for issuance of Certificates.

Date:

(Sign and Seal)

Name of the Authorised Signatory:

This form is to be submitted to respective SLDC for issuance of EIR.

FORMAT 1.1 (B)

On letter head of Applicant

**APPLICATION FOR ISSUANCE OF ENERGY INJECTION REPORT
(To be filled by Intra-State CGP)**

Date of Application _____

To,
SLDC.....

Registration Number of the Applicant	
Name of the Applicant	
Installed Capacity	
Energy Injection Period (Month ¹ & Year)	
A. Total Quantum of Energy generated (MWh)	
B. Quantum of energy used for self-consumption and eligible for issuance of REC for self-consumption (MWh)	
C. Quantum of energy injected in the grid and not eligible for issuance of REC (MWh)	
D. Quantum of energy injected in the grid and eligible for issuance of REC (MWh)	
¹ month means entire month i.e. from first day to last day of the month.	

- I. I/We hereby declare that energy applied for issuance of Certificates is not utilized to offset RPO by any obligated entity.
- II. I/We hereby declare that I/We have not availed i) waiver of or concessional transmission charges or (ii) waiver of or concessional wheeling charges for energy applied for issuance of Certificates.

In case user of CGP / Group CGP routes power through Open Access for self-consumption, such quantum is accounted as self-consumption and accordingly will be considered for issuance of REC which are not eligible for sale . Self-consumption of such open access user will be as per schedule.

Date:

(Sign and Seal)

Name of the Authorised Signatory:

This form is to be submitted to respective SLDC for issuance of EIR.

FORMAT 1.1 (C)

On letter head of Applicant

**APPLICATION FOR ISSUANCE OF ENERGY INJECTION REPORT
(To be filled by Intra-State Group CGP)**

Date of Application _____

To,
SLDC.....

Registration Number of the Group CGP		
Name of the Group CGP		
Installed Capacity		
Capacity Allocation	User1= x MW, User2=y MW, User3 = z MW....	
Energy Injection Period (Month ¹ & Year)		
A. Total Quantum of Energy generated (MWh)		
B. Quantum of energy used for self-consumption and eligible for issuance of REC for self-consumption (MWh)	User 1 (Name and Identification No.)	
	User 2 (Name and Identification No.)	
	User 3 (Name and Identification No.)	
	User 4 (Name and Identification No.)	
C. Quantum of energy injected in the grid and not eligible for issuance of REC (MWh)		
D. Quantum of energy injected in the grid and eligible for issuance of REC (MWh)		

¹month means entire month i.e. from first day to last day of the month

- I. I/We hereby declare that energy applied for issuance of Certificates is not utilized to offset RPO by any obligated entity.
- II. I/We hereby declare that I/We have not availed i) waiver of or concessional transmission charges or (ii) waiver of or concessional wheeling charges for energy applied for issuance of Certificates.

In case user of CGP / Group CGP routes power through Open Access for self-consumption, such quantum is accounted as self-consumption and accordingly will be considered for issuance of REC which are not eligible for sale. Self-consumption of such open access user will be as per schedule.

Date:

(Sign and Seal)

Name of the Authorised Signatory:

This form is to be submitted to respective SLDC for issuance of EIR.

FORMAT 1.2 (A)

On letter head of State Load Despatch Centre (SLDC)

Energy Injection Report for Intra-State REGS

Energy Injection Report No. _____ ***Date of Energy Injection Report*** _____

Registration Number of the REGS	
Name of the REGS	
Energy Injection Period (Month ¹ & Year)	
Name of the concerned Licensee	
A. Total Quantity of Energy Injection and/or deemed injection (MWh)	
B. Quantum of Energy not eligible for issuance of REC (MWh)	
C. Quantum of Energy eligible for issuance of RECs [(A - B)] (MWh)	

¹ Month means entire month i.e. from first day to last day of the concerned month.

Date:

(Sign and Seal)

Name of the Authorised Signatory

FORMAT 1.2 (B)

On letter head of State Load Despatch Centre (SLDC)

Energy Injection Report for Intra-State CGP

Energy Injection Report No. _____ Date of Energy Injection Report _____

Registration Number of the Applicant	
Name of the Applicant	
Installed Capacity	
Energy Injection Period (Month ¹ & Year)	
A. Total Quantum of Energy generated (MWh)	
B. Quantum of energy used for self-consumption (MWh) and eligible for issuance of REC for self-consumption	
C. Quantum of energy injected in the grid and not eligible for issuance of REC (MWh)	
D. Quantum of energy injected in the grid and eligible for issuance of REC (MWh)	
¹ month means entire month i.e. from first day to last day of the month.	

In case user of CGP / Group CGP routes power through Open Access for self-consumption, such quantum is accounted as self-consumption and accordingly will be considered for issuance of RECs which are not eligible for sale. Self-consumption of such open access user will be as per schedule.

Date:

(Sign and Seal)

Name of the Authorised Signatory

FORMAT 1.2 (C)

On letter head of State Load Despatch Centre (SLDC)

Energy Injection Report for Intra-State Group CGP

Energy Injection Report No. _____ Date of Energy Injection Report _____

Registration Number of the Group CGP		
Name of the Group CGP		
Installed Capacity		
Capacity Allocation	User1= x MW, User2=y MW, User3 = z MW....	
Energy Injection Period (Month ¹ & Year)		
A. Total Quantum of Energy generated (MWh) during the Month		
B. Quantum of energy used for self-consumption and eligible for issuance of REC for self-consumption (MWh)	User 1 (Name and Identification No.)	
	User 2 (Name and Identification No.)	
	User 3 (Name and Identification No.)	
	User 4 (Name and Identification No.)	
C. Quantum of energy injected in the grid and not eligible for issuance of REC (MWh)		
D. Quantum of energy injected in the grid and eligible for issuance of REC (MWh)		

¹month means entire month i.e. from first day to last day of the month.

In case user of CGP / Group CGP routes power through Open Access for self-consumption, such quantum is accounted as self-consumption and accordingly will be considered for issuance of RECs which are not eligible for sale. Self-consumption of such open access user will be as per schedule.

Date:

(Sign and Seal)

Name of the Authorised Signatory

FORMAT 1.3 (A)

On letter head of Applicant

**APPLICATION FOR ISSUANCE OF ENERGY INJECTION REPORT
(To be filled by Inter-State REGS)**

Date of Application _____

Registration Number of the Applicant	
Name of the Applicant	
Total Installed Capacity (MW)	
Energy Injection Period (Month ¹ & Year)	
Name of the concerned Licensee	
A. Total Quantum of Energy Injection (MWh)	
B. Quantum of Energy scheduled for which some form of concession is availed by REGS or it is used for offsetting RPO of purchasing DISCOM (MWh)#	
C. Quantum of energy scheduled and REGS has not availed any benefit and purchasing DISCOM has not claimed the energy for offsetting its RPO* (MWh)	
D. Quantum of Energy eligible for issuance of RECs [(A - B)] (MWh)	
E. If Quantum of Energy eligible for issuance of RECs was less than Zero for previous month, then specify the quantum (MWh)	
<i>¹month means entire month i.e. from first day to last day of the month.</i>	
<i>#Applicant shall furnish the details based on REA and DSM account issued by respective RPCs. And energy injection should be at the ISTS interface point.</i>	
<i>* Supporting document i.e.; declaration from DISCOM with a copy to respective SERC that it has not utilised it for offsetting its RPO</i>	

- I. I/We hereby declare that energy applied for issuance of Certificates is not utilized to offset RPO by any obligated entity.
- II. I/We hereby declare that I/We have not availed i) waiver of or concessional transmission charges or (ii) waiver of or concessional wheeling charges for energy applied for issuance of Certificates.

Date:

(Sign and Seal)

Name of the Authorised Signatory:

This form is to be submitted to respective RLDC for issuance of EIR.

FORMAT 1.3 (B)

On letter head of Applicant

**APPLICATION FOR ISSUANCE OF ENERGY INJECTION REPORT
(To be filled by Inter-State CGP)**

Date of Application _____

To,
RLDC.....

Registration Number of the Applicant	
Name of the Applicant	
Installed Capacity	
Energy Injection Period (Month ¹ & Year)	
A. Total Quantum of Energy generated (MWh)	
B. Quantum of energy used for self-consumption and eligible for issuance of REC for self-consumption (MWh)	
C. Quantum of energy injected in the grid and not eligible for issuance of REC (MWh)	
D. Quantum of energy injected in the grid and eligible for issuance of REC (MWh)	
<i>¹month means entire month i.e. from first day to last day of the month.</i>	

- I. I/We hereby declare that energy applied for issuance of Certificates is not utilized to offset RPO by any obligated entity.
- II. I/We hereby declare that I/We have not availed i) waiver of or concessional transmission charges or (ii) waiver of or concessional wheeling charges for energy applied for issuance of Certificates.

In case user of CGP / Group CGP routes power through Open Access for self-consumption, such quantum is accounted as self-consumption and accordingly will be considered for issuance of RECs which are not eligible for sale. Self-consumption of such open access user will be as per schedule.

Date:

(Sign and Seal)

Name of the Authorised Signatory:

This form is to be submitted to respective RLDC for issuance of EIR.

FORMAT 1.3 (C)

On letter head of Applicant

**APPLICATION FOR ISSUANCE OF ENERGY INJECTION REPORT
(To be filled by Inter-State Group CGP)**

Date of Application _____

To,
RLDC.....

Registration Number of the Group CGP		
Name of the Group CGP		
Installed Capacity		
Capacity Allocation	User1= x MW, User2=y MW, User3 = z MW....	
Energy Injection Period (Month ¹ & Year)		
A. Total Quantum of Energy generated (MWh) during the Month		
B. Quantum of energy used for self-consumption and eligible for issuance of REC for self-consumption (MWh)	User 1 (Name and Identification No.)	
	User 2 (Name and Identification No.)	
	User 3 (Name and Identification No.)	
	User 4 (Name and Identification No.)	
C. Quantum of energy injected in the grid and not eligible for issuance of REC (MWh)		
D. Quantum of energy injected in the grid and eligible for issuance of REC (MWh)		

¹month means entire month i.e. from first day to last day of the month.

- I. I/We hereby declare that energy applied for issuance of Certificates is not utilized to offset RPO by any obligated entity.
- II. I/We hereby declare that I/We have not availed i) waiver of or concessional transmission charges or (ii) waiver of or concessional wheeling charges for energy applied for issuance of Certificates.

In case user of CGP / Group CGP routes power through Open Access for self-consumption, such quantum is accounted as self-consumption and accordingly will be considered for issuance of RECs which are not eligible for sale . Self-consumption of such open access user will be as per schedule.

Date:

(Sign and Seal)

Name of the Authorised Signatory:

This form is to be submitted to respective RLDC for issuance of EIR

FORMAT 1.4 (A)

On letter head of Regional Load Despatch Centre (RLDC)

EIR FOR ISSUANCE OF RENEWABLE ENERGY CERTIFICATE

FOR INTER-STATE REGS

Energy Injection Report No. _____ **Date of Energy Injection Report** _____

Registration Number of the REGS	
Name of the REGS	
Energy Injection Period* (Month ¹ & Year)	
A. Total Quantum of Energy Injection (MWh)	
B. Quantum of Energy scheduled - for which REC is not eligible (MWh)	
C. Quantum of energy scheduled/injected - eligible for REC(MWh)	
D. Quantum of Energy eligible for issuance of RECs [(A - B)] (MWh) based on this month injection	
E. Quantum of energy adjusted on account of less injection in previous month (MWh)	
F. Quantum of Energy eligible for issuance of RECs [(D-E)] (MWh)	
<i>¹month means entire month i.e. from first day to last day of the month.</i>	
<i>Energy injection Report by RLDC shall be communicated to Central Agency and a copy to respective REGS.</i>	

Date:

(Sign and Seal)

Name of the Authorised Signatory

FORMAT 1.4 (B)

On letter head of Regional Load Despatch Centre (RLDC)
EIR FOR ISSUANCE OF RENEWABLE ENERGY CERTIFICATE
FOR INTER-STATE CGP

*Energy Injection Report No.*_____ *Date of Energy Injection Report*_____

Registration Number of the Applicant	
Name of the Applicant	
Installed Capacity	
Energy Injection Period (Month ¹ & Year)	
A. Total Quantum of Energy generated (MWh)	
B. Quantum of energy used for self-consumption and eligible for issuance of REC for self-consumption (MWh)	
C. Quantum of energy injected in the grid and not eligible for issuance of REC (MWh)	
D. Quantum of energy injected in the grid and eligible for issuance of REC (MWh)	
¹ month means entire month i.e. from first day to last day of the month.	

In case user of CGP / Group CGP routes power through Open Access for self-consumption, such quantum is accounted as self-consumption and accordingly will be considered for issuance of RECs which are not eligible for sale. Self-consumption of such open access user will be as per schedule.

Date:

(Sign and Seal)

Name of the Authorised Signatory

FORMAT 1.4 (C)
On letter head of Regional Load Despatch Centre (RLDC)
EIR FOR ISSUANCE OF RENEWABLE ENERGY CERTIFICATE
FOR INTER-STATE Group CGP

Energy Injection Report No._____ **Date of Energy Injection Report**_____

Registration Number of the Group CGP		
Name of the Group CGP		
Installed Capacity		
Capacity Allocation	User1= x MW, User2=y MW, User3 = z MW....	
Energy Injection Period (Month ¹ & Year)		
A. Total Quantum of Energy generated (MWh) during the Month		
B. Quantum of energy used for self-consumption and eligible for issuance of REC for self-consumption (MWh)	User 1 (Name and Identification No.)	
	User 2 (Name and Identification No.)	
	User 3 (Name and Identification No.)	
	User 4 (Name and Identification No.)	
C. Quantum of energy injected in the grid and not eligible for issuance of REC (MWh)		
D. Quantum of energy injected in the grid and eligible for issuance of REC (MWh)		

¹month means entire month i.e. from first day to last day of the month.

In case user of CGP / Group CGP routes power through Open Access for self-consumption, such quantum is accounted as self-consumption and accordingly will be considered for issuance of RECs which are not eligible for sale. Self-consumption of such open access user will be as per schedule.

Date:

(Sign and Seal)

Name of the Authorised Signatory

FORMAT 1.5

S. No.	REGS Name	Registration Number	Energy source	Capacity (MW)	Injection (Month & Year)	Opening balance*	Total quantity of energy injected during the month (MWh)	Quantum of energy scheduled for for RPO compliance of buyer (MWh)	Quantum of energy not eligible for issuance of REC (MWh)	Quantum of energy used for self-consumption (MWh)	Quantum of energy eligible for issuance of REC (MWh)
						A	B	C	D	E	F= A+B-C-D-E
1	Ex-1					-10	80	20	20	0	30
2	Ex-2					10	80	0	50	15	25
3	Ex-3					0	50	60	0	0	-10

* Opening Balance of Energy : -ve sign denotes shortfall in energy injection during previous month against the energy scheduled for meeting the RPO compliance of buyer and +ve sign denotes energy available for REC claim for which RECs have not been issued.

FORMAT - 1.6

S. No.	CGP Name	Registration Number	Energy Source	Capacity (MW)	Generation (Month & Year)	Opening balance	Total Quantity of Energy generated during the month (MWh)	Quantum of energy used for self-consumption and eligible for issuance of REC for self-consumption (MWh)	Quantum of energy injected in the grid and not eligible for issuance of REC (MWh)	Quantum of energy injected in the grid and eligible for issuance of REC (MWh)

In case user of CGP / Group CGP routes power through Open Access for self-consumption, such quantum is accounted as self-consumption and accordingly will be considered for issuance of RECs which are not eligible for sale. Self-consumption of such open access user will be as per schedule.

PART-II

PROCEDURE FOR ACCREDITATION OF REGS INCLUDING CGP UNDER REC MECHANISM BY STATE AGENCY/ RLDC

PART-II
**PROCEDURE FOR ACCREDITATION OF REGS INCLUDING CGP UNDER REC
MECHANISM BY STATE AGENCY/ RLDC**

1.0 GENERAL

- 1.1** The procedure for accreditation in respect of eligible entities (REGS/CGP) shall broadly cover following steps:
- (a)** Application for Accreditation by REGS/CGP to State Agency/RLDC
 - (b)** Review of Application by State Agency (in case of intra-state entity) / RLDC (in case of inter-state entity)
 - (c)** Submission of applicable Fees by REGS/CGP
 - (d)** Grant of accreditation by State Agency/ RLDC
- 1.2** As per clause 6(4) of REC Regulations, a distribution licensee or an open access consumer satisfying the eligibility conditions specified in clause 4(4) of REC Regulations, shall be deemed to have been accredited for grant of registration under REC Regulations.
- 1.3** Revocation of Accreditation: The concerned RLDC/State Agency, after making an enquiry and giving notice may revoke, recording reasons for such revocation, accreditation granted to an eligible entity referred to in clause 6(1), 6(2) & 6(3) of REC Regulation in case the eligible entity breaches any of the terms and conditions of its Accreditation, the breach of which is expressly declared by such accreditation to render it liable for revocation.
- 1.4** Accreditation of REGS/CGP connected to intra-state system shall be governed by respective State Regulatory Commission.

2.0 STEP-WISE DESCRIPTION OF THE PROCEDURE

The basic procedure for accreditation of the REGS/CGP, shall cover following steps:

- STEP 1:** Sign up by REGS/CGP on REC web portal and creation of Username and filling up of basic details. After sign up, REGS/CGP will receive a link for generating password through email at the mail address entered during the sign up process. This link will redirect the user on REC web portal and prompt the user to change the password. The link will be valid for 15 days within which the REGS/CGP have to generate new password and sign in atleast once otherwise the sign in details will expire.

REGS/CGP shall sign in on REC web portal and fill up various details and upload required documents. (A user manual with step-by-step help is also available on REC web portal. It can be accessed through the following link:

https://www.recregistryindia.nic.in/pdf/helpdocument/Help_Doc.pdf

An application for availing accreditation shall be made by the applicant to the host State Agency/RLDC, as defined under Clause 2(1) (r) and(n) of the REC Regulations. The applicant shall apply for Accreditation on the Web Based Application and shall also upload the required documents in form of soft copy (pdf format) on REC web portal. The process on REC web portal shall involve following steps

STEP 2: The application for accreditation by the generating company shall contain (i) owners details, (ii) operator details (in case the owner and operator are different legal entities), (iii) Generating Station details, (iv) Connectivity details with concerned licensee (ISTS Licensee/STU/DISCOM), (v) metering details, (vi) Statutory Clearance details, (vii) Undertaking of not having entered into any power purchase agreement for full or part capacity related to such generation to sell electricity, with the obligated entity for the purpose of meeting its renewable purchase obligation, at a tariff determined under section 62 or adopted under section 63 of the Act by the Appropriate Commission for which participation in REC scheme is sought as per the REC Regulations, (viii) In case, the Applicant has multiple REGS/CGP then, separate Applications will have to be submitted by the Applicant for each REGS/CGP. Accreditation of each REGS/CGP shall be carried out separately. The REGS/CGP shall comply with the requirements of Connectivity standards for Grid Connectivity at particular injection voltage/grid interface point as specified by Central Transmission Utility/State Transmission Utility or concerned Distribution Licensee, as the case may be. The Application made for accreditation of RE generation shall be accompanied by a non-refundable processing fee and accreditation charges (one time and annual, if any) as determined by the Appropriate State Electricity Regulatory Commission/ Central Electricity Regulatory Commission from time to time, and (ix) any other relevant information as per the enclosed format (FORMAT- 2.1 : Application for Accreditation of REGS/CGP).

In case of Group CGP, RE generator shall provide information of all the group captive users and allocated capacity of each user as per the format 2.1 Section C.1.

STEP 3: The applicant shall use the Username for any future correspondence and after the accreditation, Accreditation Number shall be used for the same.

STEP 4: After receipt of soft copy of application (pdf format) for accreditation, the State Agency/RLDC shall conduct a preliminary scrutiny to ensure Application Form is complete in all respect along with necessary documents and applicable processing fees. The State Agency/RLDC shall undertake preliminary scrutiny of the Application within 7 working days from date of receipt of such Application.

STEP 5: After conducting the preliminary scrutiny, if State Agency/RLDC observes any deficiency in the application, it shall intimate in writing to the Applicant within 7 days seeking further information, to consider the application for accreditation.

STEP 6: While considering any application for accreditation, the State Agency/RLDC shall verify and ascertain availability of following information:

- (a) Undertaking of 'Availability of Land' in possession for setting up generating station,
- (b) Power Evacuation Arrangement permission letter from the host State Transmission Utility, the concerned Distribution Licensee or Grant of Connectivity Letter from CTU, as the case may be.
- (c) Metering specifications and metering Location on single line diagram.
- (d) Date of Commissioning and Date of Commercial Operation of REGS/CGP for existing eligible REGS/CGP or Proposed Date of Commissioning and proposed Date of Commercial Operation for new REGS/CGP for accreditation
- (e) Copy of Off-take/Power Purchase Agreement. In case PPA is yet to be signed, the REGS/CGP can submit an undertaking that it will enter PPA with Discom/Open Access Consumer in near future and will submit the same on later date before commissioning of the project.
- (f) Proposed Model and Make for critical equipment (say, but not limited to, WTG, STG, PV Module) for the REGS. Confirmation of compliance of critical equipment with relevant applicable IEC or CEA Standards
- (g) Undertaking for compliance with the usage of fossil fuel criteria as specified by MNRE/Competent Authority.
- (h) Details of application processing fees.
- (i) Energy sold by REGS/CGP should not be used by the buyer to offset its RPO.

STEP 7: The State Agency/RLDC, after duly inspecting/verifying conditions elaborated in Step 5, will approve the application and shall intimate the applicant regarding its eligibility and

thereafter, the applicant shall pay One Time Accreditation fee and Annual fee for that financial year and submit the required documentary proof online to the State Agency/RLDC. In case the applicant is not eligible, and accreditation is not granted then the reasons for rejecting the application for accreditation shall be recorded and intimated to Applicant in writing within 30 days.

STEP 8: After the receipt of one time Accreditation fees and Annual fees, State Agency /RLDC shall grant 'Certificate of Accreditation' (Format 2.2) to the concerned Applicant and a specific Accreditation number shall be assigned to that effect which shall be used by such Applicant (Eligible Entities) for all future correspondence with the State Agency/RLDC. The process of accreditation shall normally be completed within 30 days from date of receipt of complete information by State Agency/RLDC.

STEP 9: If accreditation is granted, the State Agency/RLDC shall also intimate accreditation of particular REGS/CGP to the following entities:

- The Central Agency, as defined under Clause 3 of REC Regulations.
- The Regional Load Despatch Centre or host State Load Despatch Centre, as the case may be.
- The distribution company in whose area the proposed/existing REGS/CGP would be located.

STEP 10: An REGS may get itself Advance Accredited if it wishes to participate in REC mechanism through eligibility route as mentioned in clause 7.2(c) & (d) (ELIGIBILITY FOR ISSUANCE OF CERTIFICATES)

3.0 FUNCTIONS, ROLES AND RESPONSIBILITIES OF ENTITIES INVOLVED

The roles and responsibilities of the entities involved is elaborated in the following paragraphs,

3.1 REGS/CGP (Applicant)

- (a) The REGS/CGP shall apply for the accreditation of its REGS/CGP facility as per **FORMAT-2.1: "Application for Accreditation of REGS under REC Mechanism"** enclosed to this Procedure.
- (b) The REGS/CGP shall coordinate with the State Agency/RLDC and shall be responsible for submitting the information in a timely manner so as to enable State Agency/RLDC to comply with requirements outlined under this Procedure for Accreditation.
- (c) The REGS/CGP shall pay one-time non-refundable application processing fees towards Accreditation as determined by the Appropriate State Electricity Regulatory Commission/Central Electricity Regulatory Commission from time to time.

- (d) The REGS/CGP shall submit a declaration with applicable clauses as per Section I of Format 2.1.
- (e) The REGS/CGP shall install special interface energy meters for the purpose of metering of energy injection into the electricity grid.
In case of proposed project, REGS shall submit the commissioning certificate to State Agency/RLDC after commissioning of REGS.
- (f) The REGS/CGP shall comply with the directions, duties and obligations specified by the Central Electricity Regulatory Commission and Appropriate State Electricity Regulatory Commission in this regard, from time to time.
- (g) Whenever there is a change in legal status of registered entity, it shall inform the concerned State Agency/RLDC and the Central Agency within one month from the date of said change, along with the relevant documents certified by appropriate authority such as Registrar of Companies or National Company Law Tribunal or any other Court as proof of change of legal status
- (h) Upon verification, the State Agency/RLDC shall update the Central Agency. Subsequently the Central Agency shall update the details of registered entity.
In cases involving a change in name of the registered entity, it shall inform the concerned State Agency/RLDC and the Central Agency within one month from the date of said change, along with relevant documents including but not limited to Board Resolution regarding the name change, certificate of name change from Registrar of Companies, approval of concerned authorities, State Agency/RLDC etc.

3.2 State Agency/RLDC

State Agency/RLDC shall comply with the directions issued by the State/Central Electricity Regulatory Commission from time to time.

- (a) State Agency/RLDC shall submit one-time information in the prescribed format to Central Agency to obtain login credentials in the REC Web application. Any change in the information shall immediately be intimated to the Central Agency.
- (b) State Agency/RLDC shall adopt the procedure contained herein for REGS/CGP for Accreditation.
- (c) State Agency/RLDC shall scrutinise and verify the documents and all other steps as may be necessary prior to the Accreditation of REGS/CGP. Prior to accreditation, the activities to be undertaken by State Agency/RLDC shall also include but not limited to following:

- Verification of Application
 - I. Review of information submitted in the application by the REGS for its completeness and accuracy
 - II. Independent verification of the information submitted by the Applicant
 - Review of information available with regards to the similar renewable energy projects for REGS, if necessary.
- (d) State Agency/RLDC shall submit recommendation for registration as per Formats 2.2 and 2.3 in case of REGS/CGP to the Central agency.
- (e) In case of proposed REGS, State Agency/RLDC shall submit the Commissioning Certificate to Central Agency after commissioning of REGS.
- (f) State Agency/RLDC shall grant extension of validity of existing accreditation upon following due process.
- (g) State Agency/RLDC shall proceed with Revocation of accreditation, upon following due process for revocation.
- (h) State Agency/RLDC shall intimate accreditation of REGS to the following,
- Central Agency, (as defined under Clause 3 of REC Regulations)
 - Concerned State Load Despatch Centre (in case of intra-State transmission system connected REGS/CGP)
 - The distribution company in whose area the proposed REGS would be located.

4.0 INFORMATION REQUIREMENT – APPLICATION FORM & CONTENT

For the purpose of accreditation of its REGS/CGP, the REGS shall furnish information to the State Agency/RLDC in the format as elaborated in **FORMAT-2.1** comprising following details.

- (a) Section-A: Owner Details
- (b) Section-B: Operator Details
- (c) Section-C: RE Generating Station details
- (d) Section – C.1 : Details of users in case of Group CGP
- (e) Section-D: Connectivity Details with Concerned Licensee (ISTS Licensee/STU/DISCOM)
- (f) Section-E: Metering Details
- (g) Section-F: Statutory Clearance Details
- (h) Section-G: General Details

- (i) Section-H : Details of Fee & Charges
- (j) Section-I: Declaration

5.0 REPORT: FORMAT FOR ACCREDITATION CERTIFICATE

The State Agency/RLDC shall grant 'Certificate of Accreditation' to the Applicant fulfilling all requirements of accreditation in the format as elaborated in the **FORMAT-2.2 for REGS/CGP as the eligible entity**

6.0 TIMELINES

- 6.1** The State Agency/RLDC shall grant/undertake accreditation of those generating facilities which are proposed to be commissioned within period not exceeding 6 months from the date of application for accreditation made by the applicant. The State Agency/RLDC shall undertake the accreditation for existing REGS/CGP whose PPA, with the obligated entity, either directly or through traders, for full or part capacity related to such generation to sell electricity at a tariff determined under section 62 or adopted under section 63 of the Act by the Appropriate Commission, for the purpose of meeting its renewable purchase obligation, is going to expire during next 6 months.
- 6.2** Once received, the State Agency/RLDC shall inform the applicant with regard to the incompleteness of the application within 7 working days.
- 6.3** The Applicant shall furnish the details as requested by the State Agency/RLDC within 7 working days so as to enable State Agency/RLDC to undertake the accreditation of the generating facility.
- 6.4** In case the applicant fails to furnish the information requested by the State Agency/RLDC within the stipulated time frame, the State Agency/RLDC may abandon the accreditation and retain the processing fees.
- 6.5** The process of accreditation by the State Agency/RLDC shall normally be completed within 30 working days from the date of receipt of complete information by State Agency/RLDC.

7.0 FEES AND CHARGES

The fees and charges² as determined by CERC or SERC from time to time towards processing of application and undertaking accreditation shall be as mentioned below:

- One time Application Processing Fees per application shall be payable at the time of submitting application for accreditation to State Agency/RLDC.
- One time Accreditation Charges per application shall be payable to the State Agency/RLDC upon verification of application of accreditation.
- Annual Charges for Accreditation per annum per application shall be payable at the time of Accreditation and subsequently by April 10, for each fiscal year.

In case of Fees payable to State Agency, all fees and charges shall be payable by way of Demand Draft or through Electronic Clearing System drawn in favour of _____ (Name of State Agency) payable at _____ (location).

In case of payable to RLDC³, all fees and charges shall be payable through Electronic Clearing System / online payment facility on REC web portal.

- If TDS is deducted against Accreditation application processing fee, One Time Accreditation fee and Annual Accreditation fee, then entity would have to fill the TDS details (Challan & Certificate (Return) with transaction wise mapping) on REC web portal.

²As notified by the Central Electricity Regulatory Commission from time to time. The fees and charges order dated 30.04.2021 in Suo-Motu Petition No. 5/SM/2021 will remain in force till a subsequent order is notified by the Hon'ble CERC.

³ A provisional fee is being levied for Accreditation by RLDC's, based on the proposal for determining the Fees and Charges submitted to the Hon'ble Commission by the Central Agency. The details are as below

One-time Accreditation Processing Fees	Rs. 10,000
One-time Accreditation Charges	Rs. 30,000
Annual Charges for Accreditation	Rs. 10,000

8.0 REVOCATION OF ACCREDITATION

The concerned RLDC/State Agency, after making an enquiry and giving notice may revoke, recording reasons for such revocation, accreditation granted to an eligible entity referred to in clause 6(1), 6(2) & 6(3) of REC Regulation in case the eligible entity breaches any of the terms and conditions of its Accreditation, the breach of which is expressly declared by such accreditation to render it liable for revocation.

9.0 EVENT OF DEFAULT AND CONSEQUENCES THEREOF

Event of Default

Following events shall constitute event of default by Eligible Entity and shall lead to revocation of Accreditation granted by State Agency/RLDC:

- 9.1** Non-payment or delay in payment of annual Accreditation charges by Eligible Entity beyond 30 days from due date of payment of such annual accreditation charges shall constitute event of default by that Eligible Entity.
- 9.2** Non-compliance of any of the terms/conditions/rules outlined under this Procedure by Eligible Entity.
- 9.3** Non-compliance of any of the directives issued by State Agency/RLDC, so long as such directives are not inconsistent with any of the provisions of REC Regulations or State RPO/REC Regulations and in accordance with the Functions and within the Powers outlined for State Agency/RLDC, shall constitute an event of default by that Eligible Entity.
- 9.4** In case Eligible entity has obtained accreditation and registration on the basis of false information or by suppressing material information and the accreditation of such entity is revoked at a later date, the Certificates already issued to such entity but not redeemed shall stand revoked from the date of issue of such Certificates and in respect of Certificates already redeemed, such entity shall deposit the amount realized from sale of such Certificates along with the interest with the Central Agency at the rate of two hundred (200) basis points above the State Bank of India Marginal Cost of Funds based Lending Rate (MCLR) of one year tenor.

Consequences for Event of default:

- 9.5** Persistent occurrence of any of the event of default more than two occasions by Eligible Entity shall result into revocation of Accreditation granted to such Eligible Entity for that RE REGS/CGP.

- 9.6** However, the State Agency/RLDC shall provide adequate notice and chance to Eligible Entity to present its case before serving the Notice for Termination of Accreditation, which shall not be for period lower than 14 days.
- 9.7** In case Eligible Entity fails to address/rectify the default expressed by the State Agency/RLDC in the Notice within stipulated time period of 14 days, the State Agency /RLDC shall proceed with revocation of Accreditation granted to such Eligible Entity.
- 9.8** Upon revocation of accreditation, the State Agency/RLDC shall inform the same to Central Agency, State Load Despatch Centre and concerned distribution licensee, within period of 7 days from date of such revocation.

FORMAT– 2.1

APPLICATION FOR ACCREDITATION OF REGS/CGP

Section A: Owner Details

Name of Entity (5 digit Alphabet Code e.g. UPPCL for U P Power Corporation Ltd)	
Project Number (3 digit Numeric Code like 001 for 1 st Project)	
Name of the Applicant	
Type of the Applicant <i>(Individual/HUF/Partnership/Ltd Co. /Private Ltd. Co. /Public Ltd. Co./Cooperative Society)</i>	
Postal Address of the Applicant	
City Town/Suburb	
State	
Postal Code	
Primary Contact Name <i>(Name of Authorised Signatory)</i>	
Position/Designation	
Phone	
Fax No.	
Mobile	
E-mail Address	
Website	

Are Owner and Operator of the REGS the same legal entity?

(If yes, go to Section C else complete Section B)

Section B: Operator Details

Name of Entity (5 digit Alphabet Code e.g. UPPCL for U P Power Corporation Ltd)	
Project Number (3 digit Numeric Code like 001 for 1 st Project)	
Name of the Applicant	
Type of the Applicant <i>(Individual/HUF/Partnership/Ltd Co. /Private Ltd. Co. /Public Ltd. Co./Cooperative Society)</i>	
Postal Address of the Applicant	
City/Town/Suburb	
State	
Postal Code	
Primary Contact Name <i>(Name of Authorised Signatory)</i>	
Position/Designation	
Phone	
Fax	
Mobile	
E-mail Address	
Website	

Section C: REGS/CGP Station Details

Name of Power Station	
Physical Address of the RE Generating Station	
City/Town/Suburb	
State	
Postal Code	
Station Latitude	
Station Longitude	
Category of Land ⁴ (<i>Govt. Land/Private Land</i>)	
Land Lease ⁵ (<i>Leased/Owned</i>)	
Total Installed Capacity of RE Generating Station (in MW)	
Total Number of Units ⁵ /Blocks	
Which Renewable Energy Resources is/are utilised by the RE Generating Station	
Capacity for which Accreditation / Advance Accreditation is sought	
Unit Number, Corresponding Capacity and Date of Commissioning (dd-mm-yyyy) Date of Commercial Operation (dd-mm-yyyy)	
Connectivity Diagram ⁶	(Diagram Enclosed)
Proposed Gross Generation by units proposed for Accreditation (MWh) (Not applicable for Advance accreditation)	
Name of Pooling Station, if applicable	

⁴ Enclose Necessary Documents,

⁵ Enclose Certified Copy of the Registered Lease/Sale Deed

⁶ Enclose Connectivity Diagram/Single Line Diagram of the Station clearly Identifying the units to be considered for Accreditation and showing the Metering Arrangement

\$ For Hydro, Biomass, Biogas, Biofuel cogen, MSW, one unit is one machine.

For Wind generating stations including hybrid, each wind turbine generator is one unit

For Solar photo voltaic generating stations including hybrid, each inverter is one unit

In case of Group CGP, fill user details in Section C.1

Section C.1: Details of users in case of Group CGP

S. No.	Name of user	Capacity allocated

Section D: Connectivity Details with Concerned Licensee (ISTS Licensee/STU/DISCOM)

Name of the Concerned Licensee under whose jurisdiction the entity is located	
Address of the Concerned Licensee	
State	
Postal Code	
Licensee email id	
Licensee Phone/ Fax	
Interconnection of Power ⁷ Station with the network	<p>S No. 1. Line From _____ to _____ Voltage Level:</p> <p>2. Line From _____ to _____ Voltage Level:</p> <p>.....</p> <p>.....(As applicable)</p>

⁷ Enclose details of Power Evacuation Arrangement/ Licensee Permission Letter to Interconnect with the network

Section E: Metering Details

Whether metering complied with the standards issued by Central Electricity Authority / State Grid Code	
Are the following metered separately 1) Gross Energy Generated 2) Auxiliary Consumption 3) Net Energy Injection to Grid 4) Self-Consumption in case of CGP	
Describe the Meter Details ⁸	
Describe the Metering Points ⁹	
What is the voltage at which electricity is generated and how the voltage is stepped up or down before use	

⁸ Enclose Meter Type, Manufacturer, Model, Serial Number, CT/PT ratio, Class and Accuracy etc.

⁹ Describe the location of meters with single line diagram

Section F: Statutory Clearance Details

Statutory Clearances obtained by the RE Generating Station including Environmental Clearances ¹⁰	
---	--

¹⁰ *Attach the Copy of Clearances/Approvals*

Basic Documents of the Company ¹¹	
Net Worth of the Company <i>(Enclose Certified true copies of financial statements)</i>	
Estimated cost of the proposed project (in Rs Lakh)	

¹¹ Enclose Memorandum of Association & Articles of Association of a Company/ Certificate of Incorporation, in case of Pvt. Ltd. Company/Certificate of Incorporation & Certificate of Business Commencement, in case of Public Ltd. Company and similar relevant document as applicable in other cases/ Appointment of Statutory Auditor

Section H: Details of Fee& Charges (Processing Fees)

Name of the Bank:

Payment Mode: Draft No. /ECS reference No. (Please tick whichever is applicable):

Date of Transaction:

Details of Net Amount Paid:

TDS Amount:

Total Amount Paid:

Processing Fees: Rs.

Section I: Declaration (On the letter head of the Applicant)

Declaration to be signed by the M.D./CEO/Authorised Signatory of the Applicant

I/We certify that all information furnished above is/are true to the best of my/our knowledge and belief.

I/We shall abide by such terms and conditions that the Central Electricity Regulatory Commission or _____ (name of the State) Electricity Regulatory Commission may impose to participate in the Renewable Energy Certificate Mechanism from time to time.

I/We hereby confirm the availability/ possession of land as per the details mentioned below,

Project Site (Physical Address of the Site)

Location (Town/Suburb)

Category of Land (Govt Land/ Private Land)

Land Lease (Leased/ Owned)

I/We hereby also confirm that:

1. Route of off-take of electricity/ route adopted for project: Sale to DISCOM/Third Party Sale through Open Access/ Self Consumption / Advance Accreditation (please mention the route adopted) - _____
2. Date of Commissioning & Date of Commercial Operation of the unit(s) of the plant (in case multiple units, then provide details of all units)

S. No.	Unit Size in MW	Date of Commissioning	Date of Commercial Operation

3. Installed Capacity (MW):
4. Capacity applied for Accreditation/ Advance Accreditation (MW):
5. Self-consumption of energy generated (Yes/No):
If Yes, please mention the utilized capacity (MW) for self-consumption:

Declaration:

- i. I/We hereby declare that I/We shall not apply for issuance of Certificates against electricity utilized to offset RPO by any obligated entity.
- ii. I/We hereby declare that I/We shall not apply for issuance of Certificates against electricity for which I/We have availed i) waiver of or concessional transmission charges or (ii) waiver of or concessional wheeling charges.
- iii. I/We will immediately inform State Agency/RLDC and Central Agency, if there is any change in the information submitted at the aforementioned paras in this declaration form.

INDEMNIFICATION

The Renewable Energy Generating Station/ Captive Generation Plant shall keep each of the NLDC/RLDC/SLDC/State Agency indemnified at all times and shall undertake to indemnify, defend and save the NLDC/RLDC/SLDC/State Agency harmless from any and all damages, losses, claims and actions, including those relating to injury to or death of any person or damage to property, demands, suits, recoveries, costs and expenses, court costs, attorney fees, and all other obligations by or to third parties, arising out of or resulting from the Accreditation/Registration/Issuance /Trading under REC mechanism.

The Renewable Energy Generating Station/ Captive Generation Plant shall keep State Agency/RLDC indemnified at all times and shall undertake to indemnify, defend and save the State Agency/RLDC harmless from any and all damages, losses, claims and actions, arising out of disputes with Central Agency and SLDC, as well as with Power Exchange(s), inclusive of confidentiality issues.

Signature of the applicant

(Seal of the Company)

Date:

Place:

FORMAT - 2.2

On the letter head of the State Agency/RLDC

CERTIFICATE OF ACCREDITATION for RE generating station/ CGP

This is to certify that _____ (Name of the Applicant) having/proposing to install its RE generating station at _____ (Proposed Location, Physical Address) with installed Capacity ___MW and availing _____ MW under REC Mechanism, utilising _____ (Name of the RE Resource) has been granted Accreditation for its said RE Generating Station with effect from _____

This accreditation is granted subject to fulfilling the Rules, Regulations and Procedures specified by the State Agency from time to time.

Certificate Number	Issue Date	Expiration Date

Date

Authorised Signatory of the Accreditation Agency

Place

(Name and Address of the State Agency/ RLDC)

On the letter head of State Agency/RLDC

Recommendation by State Agency/RLDC to Central Agency for Registration of
REGS/CGP under REC Mechanism

Details of the REGS/CGP

Name of REGS/CGP:

Accreditation Number:

Source:

Total Capacity of REGS/CGP (MW)	Accredited Capacity (MW)	Type of Route (third party sale through open access/ Sale to DISCOM/Self Consumption) under which REGS has been Accredited (please write whichever is applicable)
I. If Applicant is selling power through <u>Open Access</u>, then please provide following details:		
S. N.	Checklist	Remarks /Comments/ Information/ Applicable/Not Applicable
a.	(1) REGS/CGP is not availing or Does not propose to avail any benefit in the form of concessional/promotional transmission or wheeling charges and/	
	(2) And, if availed in the past, then mention the date from which REGS/CGP has foregone such benefits.	
	(3) In case, part capacity of the plant is utilized for self-consumption and accredited under REC mechanism for sale of power through Open Access.	

¹² Not applicable for Advance Accreditation

	(4) If Yes in (3), please mention the utilized capacity (MW) for self-consumption	
II. If Applicant is selling power under <u>sale to DISCOM</u>, then please provide following details:		
S. N.	Checklist	Remarks /Comments/ Information/ Applicable/Not Applicable
a.	I/We do not have any power purchase agreement with the obligated entity, either directly or through traders, or in the Power Exchange for the capacity related to such generation to sell electricity at a tariff determined under section 62 or adopted under section 63 of the Act by the Appropriate Commission, for the purpose of meeting its renewable purchase obligation for the accredited capacity.	
b.	I/We hereby also confirm that the electricity generated from the registered capacity under REC Mechanism shall not be utilized to offset RPO by the obligated entity.	
c	In case, part capacity of the plant is utilized for self-consumption and accredited under REC mechanism for sale of power to DISCOM.	
d	If Yes in (c), please mention the utilized capacity (MW) for self-consumption	
III.	If REGS/CGP is selling part power to DISCOM and part Power under Open Access then provide details as per para (I) and (II) above	

*Please provide details if there is any deviation between the SERC Regulations and CERC REC Regulations & REC procedures with regard to Accreditation of the REGS by the State Agency/ RLDC.

Place:

Name of Authorised Signatory

Date:

Name of State Agency/ RLDC

PART- III

PROCEDURE FOR REGISTRATION BY

CENTRAL AGENCY

PART- III

PROCEDURE FOR REGISTRATION OF REGS OR CGP OR DISTRIBUTION LICENSEE OR OPEN ACCESS CONSUMER, BY CENTRAL AGENCY

1.0 GENERAL

1.1 The procedure for registration in respect of eligible entities (REGS/CGP/Distribution Licensee/Open Access Consumer) shall broadly cover following steps:

- (a) Application for Registration by REGS/CGP/Distribution Licensee/Open Access Consumer to Central Agency
- (b) Review of Application by Central Agency
- (c) Submission of applicable Fees by Eligible Entity
- (d) Grant of registration by Central Agency

2.0 STEP-WISE DESCRIPTION OF THE PROCEDURE

The basic procedure for registration of the REGS or Distribution Licensee or Open Access Consumer, as the case may be, as eligible entity with the Central Agency for receiving the renewable energy certificates, engaged in generation of electricity from renewable energy sources includes the following steps:

STEP 1: An application for availing registration shall be made by the REGS or CGP or Distribution Licensee or Open Access Consumer, as the case may be to the Central Agency, as defined under Clause 3 of the REC Regulations. The applicant shall apply for Registration on the Web Based Application of the Central Agency (REC Web portal). The application for registration shall contain the following information as submitted for Accreditation of the REGS/CGP or Distribution Licensee or Open Access Consumer, as the case may be : (i) Owner details (ii) REGS/CGP/Distribution Licensee/Open Access Consumer details, (iii) certificate of accreditation by the State Agency/ RLDC (for REGS and CGP), Certificate of RPO Compliance from respective State/Joint Electricity Regulatory Commission, (iv) Commissioning/ Synchronization Certificate or commissioning schedule, as applicable (v) Declaration as per Section F, (vi) any other relevant information as per the enclosed format (**FORMAT- 3.1** : Application for Registration of Eligible Entity). The Application made for registration of REGS/CGP/Distribution Licensee/Open Access Consumer with the Central Agency as Eligible Entity shall be accompanied by a non-refundable registration processing fees as determined by the Central Electricity Regulatory Commission, by order, from time to time. In case, the Applicant has multiple REGS/CGPs/ Distribution

Licensee/Open Access Consumer then, separate Applications will have to be submitted by the Applicant for each REGS/CGP. Further, Distribution Licensee/Open Access Consumer shall submit the application as per Format 3.2.

In case of Group CGP, RE generator will provide information of all the group captive users and allocated capacity of each user as per the format 3.1 Section B.1

An REGS may get itself Advance Registered if it wishes to participate in REC mechanism through eligibility route as mentioned in clause 7.2(c) & (d) (ELIGIBILITY FOR ISSUANCE OF CERTIFICATES)

STEP 2: After receipt of application for registration, the Central Agency shall undertake preliminary scrutiny to ensure Application Form is complete in all respect along with necessary documents and applicable processing fees. The Central Agency shall undertake preliminary scrutiny of the Application within 6 working days from date of receipt of such Application.

STEP 3: After conducting the preliminary scrutiny, the Central Agency shall intimate in writing to the Applicant for submission of any further information, if necessary, to further consider the application for registration or reject application. The reasons for rejecting the application for registration shall be recorded and intimated to Applicant in writing within 15 working days from date of receipt of the application by Central Agency.

STEP 4: While considering any application for Registration, the Central Agency shall verify and ascertain availability of following information:

For REGS/CGP

- (a) A Valid Certification of Accreditation by State Agency/RLDCs
- (b) Commissioning Certificate/ Synchronization Certificate for existing REGSs or Commissioning Schedule for new REGSs, whichever is applicable.
- (c) Declaration as per sub-section F of FORMAT 3.1.
- (d) Details of payment of registration fees/charges
- (e) Copy of online application signed and stamped on each page along with Declaration of Applicable Clauses given in online application on letter head of the concerned REGS/CGP to be uploaded on REC web portal.

For Distribution Licensee/Open Access Consumer

- (a) A Valid Certification of RPO Compliance by State/Joint Electricity Regulatory Commission.
- (b) In case of Distribution Licensee/Open Access Consumer, a Certification from the Appropriate Commission, towards procurement of renewable energy as per model format 3.5
- (c) In case of Distribution Licensee/Open Access Consumer, details of procurement of Renewable Energy, month wise, technology wise and REGS/CGP wise, duly certified by SLDC/RLDC/State Agency (as applicable) as per format 3.6
- (d) In case of Distribution Licensee/Open Access Consumer, A declaration of Applicable Clauses as per given sub-section E of format 3.2 to be submitted by the eligible entity.
- (e) Details of payment of registration fees/charges
- (f) Power of Attorney/ Letter of Authority in favor of Authorized signatory from MD/CEO/Board Resolution. The following convention shall be followed for designating the 'Authorised Signatory':

Type of Organization	Designating Authority
Public Ltd.	Board Resolution/MD/CEO
Pvt Ltd.	Director/ MD
Partnership	Partner/Director/ MD
Individual/Proprietorship	Owner
Cooperative/ Govt Department	Head of the Organization /Authorized representative

- (g) Copy of online Application signed and stamped on each page along with Declaration of applicable clauses given in online application on the letter head to be uploaded on REC web portal.

STEP 5: The Central Agency, after duly inspecting/verifying conditions elaborated in Step 4, shall approve the application. Once the application is verified, an automated e-mail regarding payment of Registration fee and annual fee sent to the applicant, accordingly applicant shall pay

One Time Registration fee and Annual fee for that financial year and submit the required documentary proof to the Central Agency.

STEP 6: After the receipt of One time Registration fees and Annual fees, Central Agency shall grant 'Certificate for Registration' to the concerned Applicant as 'Eligible Entity' confirming its entitlement to receive Renewable Energy Certificates for the proposed REGS/CGP or Distribution Licensee or Open Access Consumer, as the case may be and assign a specific Registration Number which shall be used by the such Applicant (Eligible Entities) for all future correspondence with the Central Agency. The process of registration shall normally be completed within 15 days from date of receipt of complete information including the details of fee paid by the applicant to Central Agency. In case registration is not granted at this stage, the reasons for rejecting the application for registration shall be recorded and intimated to Applicant in writing.

STEP 7: Central Agency reserves its right to seek clarification/ information/ documents at any stage. On failure to provide the required information by the REGS/CGP or Distribution Licensee or Open Access Consumer, as the case may be, the Registration shall be liable to be rejected/ revoked.

STEP 8: If registration to Eligible Entity is granted, the Central Agency shall also intimate registration of Eligible Entity for particular REGS/CGP/Distribution Licensee/Open Access Consumer to the following entities:

- (a) The host State Agency
- (b) The Regional Load Despatch Centre/host State Load Despatch Centre
- (c) The Power Exchanges, as defined under Clause 2(1)(l) of the REC Regulations

3.0 FUNCTIONS, ROLES AND RESPONSIBILITIES OF ENTITIES INVOLVED

The roles and responsibilities of the entities involved is elaborated in the following paragraphs,

3.1 REGS or CGP or Distribution Licensee or Open Access Consumer, as the case may be

- (a) The REGS or CGP, as the case may be, shall apply for registration as eligible entity for receiving renewable energy certificates as per **FORMAT-3.1: "Application for REGS/CGP"** enclosed to this Procedure. The distribution licensee/Open Access Consumer shall apply for the registration as per **FORMAT-3.2 "Application for**

Registration of distribution licensee/Open Access Consumer” enclosed to this procedure.

- (b)** The REGS or CGP or Distribution Licensee or Open Access Consumer, as the case may be, shall coordinate with the Central Agency and shall be responsible to submit the information in a timely manner so as to enable Central Agency to comply with requirements for Registration within the time frame envisaged under REC Regulations.
- (c)** The REGS or CGP or Distribution Licensee or Open Access Consumer, as the case may be, shall pay onetime non-refundable registration fee and annual charges as determined by the CERC from time to time.
- (d)** The REGS or CGP or Distribution Licensee or Open Access Consumer, as the case may be, shall comply with the duties and obligations specified by the Central Agency.
- (e)** The REGS or CGP or Distribution Licensee or Open Access Consumer, as the case may be, shall follow directions given by any other competent authority from time to time.
- (f)** A project ‘Registered’ prior to date of commercial operation shall be required to furnish commissioning certificate to Central Agency and is routed through concerned State Agency/RLDC. Also, any incomplete information in the online application form, if any, sought by Central Agency shall be routed through State Agency/RLDC, if required.
- (g)** Whenever there is a change in legal status of registered entity, it shall inform the concerned State Agency/RLDC and the Central Agency within one month from the date of said change, along with the relevant documents certified by appropriate authority such as Registrar of Companies or National Company Law Tribunal or any other Court as proof of change of legal status. Supporting documents including, revised PPAs (if any) must be submitted.
- (h)** Upon verification, the State Agency/RLDC shall update the Central Agency. Subsequently the Central Agency shall update the details of new legal entity.
In cases involving a change in name of the registered entity, it shall inform the concerned State Agency/RLDC and the Central Agency within one month from the date of said change, along with relevant documents including but not limited to Board Resolution regarding the name change, certificate of name change from Registrar of Companies, approval of concerned authorities, State Agency etc.
- (i)** After applying online for Registration, eligible entity shall furnish following details in form of soft copy (pdf format) to Central Agency:

- i. Soft copy (pdf format) of online Registration application signed and stamped on each page and upload on REC web portal
- ii. Copy of Accreditation Certificate issued by State Agency/RLDC, in case of REGS/CGP.
- iii. Commissioning Certificate/ Commissioning Schedule (in case of REGS/CGP).
- iv. Only Applicable clauses of the declaration given in online application shall be mentioned on the letter head of the company. Fees and Charges along with Service Tax details
- v. Document(s) for Authorized Signatory
- vi. Recommendation by State Agency/RLDC to Central Agency for Registration of Project under REC Mechanism (in case of REGS/CGP).
- vii. In case of Distribution Licensee/Open Access Consumer, a Certification from the Appropriate Commission, towards procurement of renewable energy as per model format 3.5 and REGS/CGP, month wise, technology wise details of Renewable Energy Procurement duly certified by SLDC or State Agency (as applicable) as per model format 3.6.

3.2 Central Agency

- (a) Central Agency shall comply with the directions issued by the Central Electricity Regulatory Commission from time to time.
- (b) To scrutinise and verify the documents and all other steps as may be necessary prior to the Registration of Eligible Entity. Prior to registration, the activities to be undertaken by Central Agency shall include but not limited to following:
- (c) Verification of Application including review of information submitted in the application by the REGS or CGP or Distribution Licensee or Open Access Consumer, as the case may be for its completeness and accuracy
- (d) Review of information about Eligible Entity from the records in case same Entity has registered any other REGS/CGP with the Central Agency, if applicable.
- (e) Central Agency shall confirm the registration of REGS or CGP or Distribution Licensee or Open Access Consumer, as Eligible Entity in a timely manner upon due processing of application for registration.
- (f) In case of rejection, Central Agency shall indicate reasons of rejection for undertaking registration, in a timely manner.

(g) Central Agency shall intimate registration of REGS or CGP or Distribution Licensee or Open Access Consumer, as the case may be as eligible entity to the following:

- i. Concerned State Agency
- ii. Concerned State Load Despatch Centre or Regional Load Despatch Centre as the case may be (For metering requirements)
- iii. Power Exchanges, as defined under Clause 2(1)(l) of the REC Regulations

(h) Central Agency shall follow the directions of CERC to initiate enquiry and/or process for revocation of registration granted to Eligible Entity upon due process.

4.0 INFORMATION REQUIREMENT–APPLICATION FORM & CONTENT

4.1 For the purpose of registration of the REGS or CGP as Eligible Entity, the Applicant shall furnish information to the Central Agency in the format as elaborated in **FORMAT-3.1** comprising following details.

- (a) Section-A: Owner Details
- (b) Section-B: REGS/ CGP details
- (c) Section-B.1 : Details of users in case of Group CGP
- (d) Section-C: Certificate of Accreditation
- (e) Section-D: Commissioning Schedule
- (f) Section-E: Details of Fee & Charges
- (g) Section-F: Declaration

4.2 In case of distribution licensee / open access consumer, the eligible entity shall furnish information to the Central Agency in the format as elaborated in **FORMAT-3.2** comprising following details:

- (a) Section-A: Distribution Licensee / open access consumer details
- (b) Section-B: General Details
- (c) Section-C: Details of Fee & Charges
- (d) Section-D: Declaration
- (e) A Certification from the Appropriate Commission (SERC/JERC), towards procurement of renewable energy as per model format 3.5.
- (f) Details of Renewable Energy Procurement, month wise, technology-wise, REGS/CGP wise for the Financial Year 3.6

5.0 REPORT: FORMAT FOR REGISTRATION CERTIFICATE

The Central Agency shall grant 'Certificate of Registration' to the REGS/CGP / Distribution Licensee/ Open Access Consumer as an Eligible Entity to receive renewable energy certificates in the format as elaborated in the **FORMAT 3.3 (for REGS & CGP)/3.4 (for Distribution Licensee and Open Access Consumer)**

6.0 TIMELINES

6.1 The Central Agency shall grant/undertake registration of those REGS/CGPs which are proposed to be commissioned within period not exceeding 3 months from the date of 'Application for Registration' made by the applicant. The Central Agency shall undertake the Registration for existing REGS/CGP whose PPA, with the obligated entity, either directly or through traders, or in the Power Exchange for the capacity related to such generation to sell electricity at a tariff determined under section 62 or adopted under section 63 of the Act by the Appropriate Commission, for the purpose of meeting its renewable purchase obligation, shall expire within 3 months from the date of 'Application for Registration' made by the applicant.

The Central Agency shall grant registration of those distribution licensees/open access consumers which have obtained a certification from the Appropriate Commission as per model format 2.4 towards procurement of renewable energy as provided by the CERC REC Regulation, 2022 and amendment thereof within 15 days from the receipt of complete documents as provided by this procedure.

6.2 Once received, the Central Agency shall inform the applicant with regard to the incompleteness of the application within 7 working days.

6.3 The applicant shall furnish the details as requested by the Central Agency within 10 working days so as to enable Central Agency to undertake the registration of the REGS/CGP.

6.4 In case the applicant fails to furnish the information requested by the Central Agency within the stipulated time frame, the Central Agency may abandon the registration of the Eligible Entity and retain the initial Registration Processing Fees

6.5 Upon verification of application of registration, the Applicant shall pay the applicable charges for One Time Registration and annual Registration within period of 15 days from date of verification of application of application of Registration.

6.6 The process of registration by the Central Agency shall normally be completed within 15 working days from the date of receipt of complete information and payment of Registration and annual charges by Central Agency.

7.0 FEES AND CHARGES

The fees and charges¹³ towards processing of application and undertaking registration shall be as mentioned below:

- 7.1** One time Registration Processing Fees per application shall be payable at the time of submitting application for registration to Central Agency.
- 7.2** One time Registration Charges per application shall be payable upon grant of registration.
- 7.3** Annual Charges for Registration per annum per application shall be payable at the time of registration and by April 10, for each fiscal year. Beyond that 0.04% per day interest will be applicable on the annual charges.
- 7.4** All fees and charges plus GST as applicable shall be payable by way of online payment facility as specified by Central Agency and transaction charges for payment through online payment facility if applicable for Registration shall be borne by the applicant.
- 7.5** Payments against Registration charges under REC Mechanism shall be made through the account of eligible entity or through their authorised signatory / authorised entity.
- 7.6** Application Processing Fees shall be paid by the concerned applicant. 'One-time Registration Charges and Annual Charges' required during 'Registration' shall be paid only after application is approved by Central Agency.
- 7.7** Any extra payment made from the account of the REGS/CGP or Distribution Licensee or Open Access Consumer, as the case may be, shall be claimed for refund from Central Agency within 15 days from the date of payment. The claim for the refund should include the transaction reference number details, amount of refund etc. on the letter head of the company and the letter should be signed by authorised signatory.

¹³ As notified by the Central Electricity Regulatory Commission from time to time. The fees and charges order dated 30.04.2021 in Suo-Motu Petition No. 5/SM/2021 will remain in force till a subsequent order is notified by the Hon'ble CERC.

7.8 Annual Charges for Registration shall be payable by the eligible entity as per the timeline prescribed in CERC fees and charges order. If annual charges are not paid within time limit, eligible entity shall not be allowed to apply for issuance of RECs till the payments for annual registration and accreditation charges are made and details are updated in to the REC web application. Delay in payments beyond three months from the due date may lead to revocation of Registration.

7.9 If TDS is deducted against Registration application processing fee, One Time Registration fee and Annual Registration fees, then entity would have to fill the TDS details (Challan & Certificate (Return) with transaction wise mapping) on REC web portal.

8.0 REVOCATION OF REGISTRATION

The Central Agency, after making an enquiry and giving notice may revoke, recording reasons for such revocation, registration granted to an eligible entity referred to in clause 8(1) of REC Regulations in case the eligible entity breaches any of the terms and conditions of its registration, the breach of which is expressly declared by such registration to render it liable for revocation.

9.0 EVENT OF DEFAULT AND CONSEQUENCES THEREOF

Event of Default:

9.1 If the Central Agency, after making an enquiry or based on the report of the Compliance Auditors, is satisfied that continued registration of such Eligible Entity is not in the interest of operations of REC mechanism, it may revoke registration of the Eligible Entity in any of the following cases, namely,

- I. Where the Eligible Entity, in the opinion of the Central Agency, makes willful and prolonged default in doing anything required of him by or under these procedures or REC Regulations.
- II. Where the Eligible Entity breaks any of the terms and conditions of its accreditation or registration, the breach of which is expressly declared by such accreditation or registration to render it liable to revocation;
- III. Where the Eligible Entity fails within the period required in this behalf by the Central Agency –
 - a) to show, to the satisfaction of the Central Agency, that it is in a position fully and efficiently to discharge the duties and obligations imposed on it by its accreditation or registration; or

b) to pay the fees or other charges required by its accreditation or registration.

9.2 In case Eligible entity has obtained accreditation and registration on the basis of false information or by suppressing material information and the accreditation of such entity is revoked at a later date, the Certificates already issued to such entity but not redeemed shall stand revoked from the date of issue of such Certificates and in respect of Certificates already redeemed, such entity shall deposit the amount realized from sale of such Certificates along with the interest with the Central Agency at the rate of two hundred (200) basis points above the State Bank of India Marginal Cost of Funds based Lending Rate (MCLR) of one year tenor.

Consequences for Event of default:

9.3 Occurrence of any of the event of default by Eligible Entity shall result into revocation of Registration granted to such Eligible Entity for that REGS/CGP.

9.4 However, the Central Agency shall provide adequate notice and chance to Eligible Entity to present its case before serving the Notice for Termination of Registration, which shall not be for period lower than 14 days.

9.5 In case Eligible Entity fails to address/rectify the default expressed by the Central Agency in the Notice within stipulated time period of 14 days, the Central Agency shall proceed with revocation of Registration granted to such Eligible Entity for that REGS/CGP.

9.6 Upon revocation of registration, the Central Agency shall inform the same to concerned State Agency/RLDC, concerned State Load Despatch Center and Power Exchange(s), within period of 7 days from date of such revocation.

9.7 The Eligible Entity by the order of the Central Agency on revocation of its registration may appeal before the CERC within fifteen days of such order being communicated. The CERC may pass order, as deemed appropriate on such appeal.

10.0 REQUEST FOR DE-REGISTRATION OF REGS/CGP REGISTERED UNDER REC MECHANISM BY THE ELIGIBLE ENTITY

If the eligible entity wants to **de-register** the REGS/CGP from REC Mechanism, then the eligible entity shall route the application for de-registration through State Agency/RLDC.

Further, the RECs issued to the concerned REGS/CGP shall remain valid as per REC Regulations and shall be available for trade in the power Exchanges/through electricity traders, till valid RECs are available in respective accounts.

11.0 REDUCTION OF THE REGISTERED CAPACITY OF THE REGS/CGP UNDER REC MECHANISM

If the registered REGS/CGP wants to reduce the registered capacity, then application for the same shall be submitted online. Subsequently, the eligible entity has to upload the application in soft copy on REC web portal for issuance of revised Accreditation Certificate. Subsequent to receiving of the new accreditation certificate from State Agency/RLDC and application for the reduction of the capacity from the eligible entity, Central Agency will reduce the capacity registered under REC Mechanism.

FORMAT 3.1

APPLICATION FOR REGISTRATION OF REGS/CGP AS 'ELIGIBLE ENTITY'

Section A: Owner Details

Name of Entity (5 digit Alphabet Code e.g. UPPCL for U P Power Corporation Ltd)	
Project Number (3 digit Numeric Code like 001 for 1 st Project)	
Name of the Applicant	
Type of the Applicant <i>(Individual/HUF/Partnership/Ltd Co. /Pvt. Ltd. Co. /Public Ltd. Co/Cooperative Society)</i>	
Postal Address of the Applicant	
City/Town/Suburb	
State	
Postal Code	
Primary Contact Name <i>(Name of Authorised Signatory)</i>	
Position	
Phone	
Fax	
Mobile	
E-mail Address	
Website	

(This is generated automatically by the Online Application System based on information furnished during Accreditation)

Section B: RE Generating Station / CGP Details

Name of Entity (5 digit Alphabet Code e.g. UPPCL for U P Power Corporation Ltd)	
Project Number (3 digit Numeric Code like 001 for 1 st Project)	
Name of the Applicant	
Proposed Name of Power Station (Unique Number)	
Location of Power Station	
Physical Address of the RE Generating Station /CGP	
City/Town/Suburb	
State	
Postal Code	
Capacity of RE Generating Station/CGP (in MW)	
Configuration & number of units	
Capacity for which Registration / Advance Registration is sought	
Which Renewable Energy Resources is/are utilised by the RE Generating Station /CGP	

(This is generated automatically by the Online Application System based on information furnished during Accreditation)

Section B.1: Details of users in case of Group CGP

S. No.	Name of user	Capacity allocated

(This is generated automatically by the Online Application System based on information furnished during Accreditation)

Section C: Copy of Certificate of Accreditation from State Agency/RLDC

On the letter head of State Agency/RLDC

CERTIFICATE OF ACCREDITATION

This is to certify that _____ (*Name of the Applicant*) having/proposing to install its RE generating station at _____ (*Proposed Location, Physical Address/Unique Number*) with installed Capacity ___MW, availing ___ MW under REC Mechanism, utilising _____ (*Name of the RE Resource*) has been granted Accreditation for its said RE Generating Station with effect from _____.

This accreditation is granted subject to fulfilling the Rules, Regulations and Procedures specified by the State Agency/RLDC from time to time.

The validity of this certificate is mandated through ongoing surveillance.

Issue Date	Expiration Date	Certificate Number

Date

Authorised Signatory of the Accreditation Agency

Place

(Name and Address of the State Agency/RLDC)

On the letter head of State Agency /RLDC ¹⁴

Recommendation by State Agency /RLDC to Central Agency for Registration of
REGS/CGP under REC Mechanism

I. Details of the REGS/CGP

Name of REGS/CGP:

Accreditation Number:

Source:

Total Capacity of REGS/CGP (MW)	Accredited Capacity (MW)	Type of Route (Sale to DISCOM/third party sale through open access / Self consumption) under which REGS/CGP has been Accredited (please write whichever is applicable)

II. If Applicant is selling power through Open Access/third party sale, then please provide following details:

S. N.	Checklist	Remarks /Comments/ Information/ Applicable/Not Applicable
a.	(1) REGS/CGP is not availing or does not propose to avail any benefit in the form of concessional/promotional transmission or wheeling charges and/ (2) And, if availed, then mention the date from which REGS/CGP has foregone such benefits.	
	(3) In case, part capacity of the plant is utilized for self-consumption and accredited under	

¹⁴ Not applicable for Advance Accreditation

	REC mechanism for sale of power through Open Access.	
	If Yes in (3), please mention the utilized capacity (MW) for self-consumption	
III. If Applicant is selling power under Sale to DISCOM route, then please provide following details:		
S. N.	Checklist	Remarks /Comments/ Information/ Applicable/Not Applicable
a.	REGS/CGP does not have any power purchase agreement with the obligated entity, either directly or through traders, or in the Power Exchange, for the capacity related to such generation to sell electricity at a tariff determined under section 62 or adopted under section 63 of the Act by the Appropriate Commission, for the purpose of meeting its renewable purchase obligation for the accredited capacity.	
b.	I/We hereby also confirm that the electricity generated from the registered capacity under REC Mechanism shall not be utilized to offset RPO by the obligated entity.	
c.	In case, part capacity of the plant is utilized for self-consumption and accredited under REC mechanism for sale of power to DISCOM	
d.	If Yes in (e), please mention the utilized capacity (MW) for self-consumption	
IV.	If REGS/CGP is selling part power under sale to DISCOM and part Power under third party sale through Open Access then provide details as per para (II) and (III) above	

*Please provide details if there is any deviation from the accreditation of eligible entities as per REC Regulations (including amendment thereof) and approved REC procedures.

Place:

Name of Authorised Signatory

Date:

Name of State Agency/RLDC

Section D: Commissioning Schedule/ Date of Commissioning and Date of Commercial Operation

Date of Commissioning (dd-mm-yyyy) Date of Commercial Operation (dd-mm-yyyy) (or proposed REGS/CGP, Commissioning Schedule)	
--	--

Section E: Details of Fee& Charges

Name of the Bank:

ECS Reference Number: Through online payment facility

Date of Transaction:

Details of Amount Paid (Processing Fees):

TDSDetails:

Section F: Declaration

Declaration to be signed by the M.D./CEO/Authorized Signatory of the Applicant

I/We certify that all information furnished above is/are true to the best of my/our knowledge and belief.

I/We shall abide by such terms and conditions that the Central Electricity Regulatory Commission or _____ (name of the State) Electricity Regulatory Commission may impose from time to time, to participate in the Renewable Energy Certificate Mechanism from time to time.

I/We hereby confirm the availability/ possession of land as per the details mentioned below:

- (1) Project Site (Physical Address of the Site)
- (2) Location (Town/Suburb)
- (3) Category of Land (Govt Land/ Private Land)
- (4) Land Lease (Leased/ Owned)

I/We hereby also confirm that:

1. Route of off-take of electricity/ route adopted for REGS/CGP: Sale to DISCOM/Third Party Sale through Open Access/ Self-Consumption/ Advance Registration (please mention the route adopted) - _____
2. Date of Commissioning and Date of Commercial Operation of the unit(s) of the plant (in case multiple units, then provide details of all units)

S. No.	Unit Size in MW	Date of Commissioning	Date of Commercial Operation

3. Installed Capacity (MW):
4. Accredited/ Advance Accredited Capacity (MW):
5. Self-consumption of energy generated (Yes/No):
If yes, please mention the utilized capacity (MW) for self-consumption:

Declaration:

- I. I/We hereby declare that I/We shall not apply for issuance of Certificates against electricity utilized to offset RPO by any obligated entity.
- II. I/We hereby declare that I/We shall not apply for issuance of Certificates against electricity for which I/We have availed i) waiver of or concessional transmission charges or (ii) waiver of or concessional wheeling charges.
- III. I/We will immediately inform State Agency/RLDC and Central Agency, if there is any change in the information submitted at the aforementioned paras in this declaration form.

INDEMNIFICATION

The Renewable Energy generating Station including captive generating plant shall keep each of the NLDC/RLDC/SLDC/SA indemnified at all times and shall undertake to indemnify, defend and save the NLDC/RLDC/SLDC/SA harmless from any and all damages, losses, claims and actions, including those relating to injury to or death of any person or damage to property, demands, suits, recoveries, costs and expenses, court costs, attorney fees, and all other obligations by or to third parties, arising out of or resulting from the Accreditation/Registration/Issuance /Trading under REC mechanism.

The Renewable Energy generating Station including captive generating plant shall keep NLDC indemnified at all times and shall undertake to indemnify, defend and save the NLDC harmless from any and all damages, losses, claims and actions, arising out of disputes with SAs and SLDC, as well as with Power Exchange(s)/Electricity Traders, inclusive of confidentiality issues.

Date:

Signature of the applicant

Place:

(Seal of the Company)

FORMAT- 3.2

APPLICATION FOR REGISTRATION OF DISTRIBUTION LICENSEE/OPEN ACCESS
CONSUMER, AS THE CASE MAY BE

Section A: Applicant Details

Name of Entity (5 digit Alphabet Code)	
Name of the Applicant	
Type of the Applicant <i>(Individual/HUF/Partnership/Ltd Co./Pot. Ltd. Co./Public Ltd. Co./Cooperative Society)</i>	
Postal Address of the Applicant	
City Town/Suburb	
State	
Postal Code	
Primary Contact Name <i>(Name of Authorised Signatory)</i>	
Position/Designation	
Phone	
Fax No.	
Mobile	
E-mail Address	
Website	

Section D: Details of Fee& Charges

Name of the Bank:

ECS Reference Number/Transaction ref. No. : Through online payment facility

Date of Transaction:

Processing Fees: Rs.

TDS Details:

SECTION E: DECLARATION (ON THE LETTER HEAD OF THE APPLICANT)

DECLARATION TO BE SIGNED BY THE M.D./CEO/AUTHORISED SIGNATORY OF THE APPLICANT

I/We certify that all information furnished below is/are true to the best of my/our knowledge and belief.

I/We shall abide by such terms and conditions that the Central Electricity Regulatory Commission or _____ (name of the State) Electricity Regulatory Commission may impose to participate in the Renewable Energy Certificate Mechanism from time to time.

I/We hereby confirm the following details:

Registered office of Distribution Licensee/Open Access Consumer:

I/We hereby also confirm that:

- i. We have procured renewable energy, in the previous financial year, at a tariff determined under Section 62 or adopted under Section 63 of the Act, in excess of the renewable purchase obligation as may be specified by the State /Joint Electricity Regulatory Commission.

INDEMNIFICATION

The Distribution Licensee/Open Access Consumer shall keep each of the NLDC indemnified at all times and shall undertake to indemnify , defend and save the NLDC harmless from any and all damages, losses, claims and actions , including those relating to injury to or death of any person or damage to property , demands, suits, recoveries, costs and expenses, court costs, attorney fees, and all other obligations by or to third parties, arising out of or resulting from the Registration/Issuance/Trading under REC mechanism. The Distribution Licensee/Open Access Consumer shall keep NLDC indemnified at all times and shall undertake to indemnify, defend and save the NLDC harmless from any and all damages, losses, claims and actions, arising out of disputes with Power Exchange(s)/Electricity Traders, inclusive of confidentially issues.

Signature of the applicant

(Seal of the Company)

Date:

Place:

Section F: RPO compliance details for the previous year

	Energy Procurement Period (Financial Year)		
	Wind RPO	HPO	Other RPO
Total Consumption (in MWh) (A)			
RPO as specified by SERC/JERC in % (B)			
RPO as specified by SERC/JERC in MWh (C)=A*B/100			
<u>Total Quantity of Renewable Energy including RECs,if any Procured in MWh during the FY</u> (D)			
<u>(VI) Shortfall/Surplus in procurement against the RPO set by SERC/JERC</u> (E)= C-D			

Note: This is a model format. The actual format will be as per the RPO trajectory specified by Appropriate Commission.

FORMAT - 3.3

CERTIFICATE OF REGISTRATION for REGS/CGP

This is to certify that _____ (*Name of the Applicant*) having/proposing to install its RE generating station at _____ (*Proposed Location, Physical Address/Unique Number*) with Capacity ___MW availing **MW** under REC Mechanism, utilizing _____ (*Name of the RE Resource*) has been registered with Central Agency as 'Eligible Entity' for its said RE Generating Station with effect from_____.

This registration is granted subject to fulfilling the Rules, Regulations and Procedures specified by the Central Agency from time to time.

The validity of this certificate is mandated through ongoing surveillance.

Issue Date	Expiration Date	Certificate Number

Date

Authorised Signatory of Central Agency

Place

(Address of the Central Agency)

FORMAT - 3.4

CERTIFICATE OF REGISTRATION for Distribution Licensee/Open Access Consumer

This is to certify that _____ (*Name of the Applicant*) has been registered with Central Agency as 'Eligible Entity' with effect from _____.

This registration is granted subject to fulfilling the Rules, Regulations and Procedures specified by the Central Agency from time to time.

The validity of this certificate is mandated through ongoing surveillance.

Issue Date	Expiration Date	Certificate Number

Date

Place

Authorised Signatory of Central Agency

(Address of the Central Agency

FORMAT-3.5

On the letter head of State Electricity Regulatory Commission

Recommendation by State Electricity Regulatory Commission for Registration / Issuance of RECs for Distribution Licensee/Open Access Consumer under REC Mechanism for Financial Year.....

Name of Distribution Licensee/Open Access Consumer:

It is hereby certified that:

1. Distribution Company/Open Access consumer has procured renewable energy, in the financial year....., at a tariff determined under Section 62 or adopted under Section 63 of the Act, in excess of the renewable purchase obligation as may be specified by the Appropriate Commission.

2. The Distribution Licensee/Open Access Consumer is eligible for issuance of RECs, as per the following details:

S. No	Year	RPO as specified by SERC / JERC in %			Total Consumption (MWh)	RPO as specified by SERC / JERC in MWh			Renewable Energy Procured in the Financial year			Surplus (+) / Shortfall (-) in procurement against the RPO set by SERC / JERC		
		(A)				(B)	(C = B*A/100)			(D)			(E = D-C)	
		Wind RPO	HPO	Other RPO		Wind RPO	HPO	Other RPO	Wind RPO	HPO	Other RPO	Wind RPO	HPO	Other RPO

Note: This is a sample format. The actual format will be as specified by Appropriate Commission.

Issue Date

**Signature and Seal of the Authorized
Signatory of the (name of the State) Electricity Regulatory Commission**

FORMAT-3.6

Details of Renewable Energy Procurement during the Month of Financial Year.....

On the letter head of State Load Despatch Centre / State Agency

Name of Distribution Licensee/Open Access Consumer:

It is hereby certified that:

1. Name of Distribution Licensee/Open Access Consumer has procured renewable energy, in themonth of financial year....., at a tariff determined under Section 62 or adopted under Section 63 of the Act and has procured/sold REC or Renewable Energy through G-DAM, G-TAM as per details given below

A. Details of Procurement of Renewable Energy by (Name of Discom/OA Consumer) during the month of								
Sr. No.	Mode of Renewable Energy Procurement 1.PPA under Sec-62 2.PPA under Sec-63 3.PX (GDAM) 4.PX (GTAM) 5. PX (REC)	Details of Seller/REGS/PX					Total Renewable Energy Scheduled drawal during the month in MWh / No. of REC procured	Remark
		Name of PX	Name of Seller/REGS	Type of RE Resource	Installed Capacity (MW)	Date of COD		
Ex-1	PPA under Sec-62	Not applicable	ABC	Solar	100	DD-MM-YYYY	1500	Enclose copy of REA/State Energy Account showing transaction wise breakup
Ex-2	PPA under Sec-63	Not applicable	XYZ	Wind	50	DD-MM-YYYY	400	
Ex-3	Power Exchange (GDAM)	IEX	Not Applicable	Solar	Not Applicable	Not Applicable	150	
Ex-4	Power Exchange (GTAM)	PXIL	Andhra Discom	Solar	Not Applicable	Not Applicable	150	
Ex-5	Power Exchange (REC)	IEX	Not Applicable	Non Solar	Not Applicable	Not Applicable	500	
A. Total Renewable Energy Procured by Discom/OA Consumer during the month							2700	
B. Details of Sale of Renewable Energy by (Name of Discom/OA Consumer) during the month of								
Sr. No.	Mode of Renewable Energy Sale 1.PX (GDAM) 2.PX (GTAM) 3. PX (REC)	Details of Buyer/PX			Total Renewable Energy Scheduled Injection during the month in MWh / No. of REC Sold	Remark		
		Name of PX	Name of Buyer	Type of Portfolio Energy Sold (Solar/Wind/ Hydro)				
Ex-1	Power Exchange (GDAM)	IEX	Not Applicable	Solar	50	Enclose copy of REA/State Energy Account showing transaction wise breakup		
Ex-2	Power Exchange (GTAM)	PXIL	Discom	Solar	50			
Ex-3	Power Exchange (REC)	IEX	Not Applicable	Not Applicable	0			
B. Total Renewable Energy Sold by Discom/OA Consumer during the month					100			
Net Renewable Energy Procured during the month (A-B)							2600	

Date of Issuance:

**Signature and Seal of the Authorized
Signatory of the (name of the State) Load Despatch Centre/ State
Agency**

PART-IV

PROCEDURE FOR ISSUANCE OF RENEWABLE ENERGY CERTIFICATE

PART-IV
PROCEDURE FOR ISSUANCE OF RENEWABLE ENERGY CERTIFICATE TO THE ELIGIBLE ENTITY BY CENTRAL AGENCY

1.0 STEP-WISE DESCRIPTION OF THE PROCEDURE

The basic procedure for issuance of Renewable Energy Certificates to the Eligible Entities includes the following steps:

STEP 1: An application for issuance of Renewable Energy Certificate(s) shall be made by the Eligible Entity to the Central Agency. The eligible entity shall apply for Issuance of REC on the Web-Based Application as per the details given in the Energy Injection Report (EIR issued by the SLDC/RLDC/Recommendation of SERC for issuance of RECs) and shall also submit the same information in physical form/soft copy (in form of pdf format) with the Central Agency. The online application shall be acceptable by the Central Agency only if complete in all respect. The physical application for issuance of certificate shall include (i) Energy Injection Report (EIR) for REGS/CGP /Recommendation of SERC for issuance of RECs for distribution licensee/open access consumer, and shall be made in the specified format (FORMAT-1.2(A) &1.4 (A) for REGS, 1.2 (B) &1.4(B) for CGP, 1.2 (C) &1.4(C) for Group CGP : “Application for Issuance of Renewable Energy Certificates to the Eligible Entities”(By Respective REGS/CGP as applicable)/ Distribution licensee/open access consumer (By respective SERC as per Format 3.5) (ii) Print out of online application duly signed and stamped by Authorised Signatory (iii) Commissioning Certificate for REGS/CGP, only for issuance for the first month after registration. While making an application for issuance of RECs, the Applicant (Eligible Entity) shall quote the unique Registration Number assigned to it by the Central Agency at the time of registration. In case of Group CGP, REC for self-consumption will be issued to users of Group CGP as per their self-consumption. REC for energy injection in the grid will be issued to RE Generator as per the energy injected in the grid. SLDC / RLDC will issue user wise self-consumption of energy in EIR as per format 1.2 (C) and 1.4 (C).

In case user of CGP / Group CGP routes power through Open Access for self-consumption, such quantum is accounted as self-consumption and accordingly will be considered for issuance of REC(s) which are not eligible for sale. Self-consumption of such open access user will be as per schedule.

STEP 2: After receipt of the application (soft copy in pdf format) for issuance of renewable energy certificates from the Eligible Entity, the Central Agency shall undertake a preliminary scrutiny within 6 working days to ensure that the Application Form is complete in all respect along with necessary documents. As part of preliminary scrutiny, the Central Agency shall satisfy that the following conditions are fulfilled by the REGS/CGP or distribution licensee or open access consumer, as the case may be:

- (a) The application is made in the format specified by the Central Agency from time to time.
- (b) The status of Accreditation of the REGS/CGP with the State Agency/ RLDC has not expired. The status of Registration of the Eligible Entity with the Central Agency has not expired.
- (c) The duly certified EIR/ Recommendation of SERC for issuance of RECs is attached for the same period for which application is made towards issuance of Renewable Energy Certificate by the Eligible Entity.

STEP 3: After conducting the preliminary scrutiny, the Central Agency shall intimate in writing to the Applicant for submission of any further information or clarification, if necessary, to further consider the application for issuance of Renewable Energy Certificates or reject the application.

STEP 4: While considering any application for issuance of Renewable Energy Certificate, the Central Agency shall verify and ascertain availability of following information:

- (a) Verification of the time period for which the Central Agency may have already issued Renewable Energy Certificates to the concerned Eligible Entity.
- (b) Verification of Renewable Energy Certificates claimed by the Eligible Entity from the duly certified Energy Injection Reports by the concerned State Load Despatch Centre/Regional Load Despatch Centre in respect of the concerned Eligible Entity.
- (c) Confirmation of Compliance Auditor report (as per Format 4.1), if any.
- (d) **Eligible Entity shall make payment of REC issuance fee, as notified by CERC from time to time, through online payment facility within 15 days from the date of verification of application by Central Agency.**

STEP 5: The Central Agency shall issue Renewable Energy Certificates to the Eligible Entity only after confirming, the claims made by the Eligible Entity, with the duly certified EIR forwarded by the SLDC/RLDC/Recommendation of SERC for issuance of REC(s). In case of any discrepancy, in the EIR enclosed by the Eligible Entity along with the Application and regular EIR received by Central Agency from the concerned State Load Despatch Centre/ Regional Load Despatch

Centre, the information contained in the regular EIR furnished by the concerned State Load Despatch Centre/Regional Load Despatch Centre shall be considered as final and binding for the purpose of issuance of Renewable Energy Certificates. However, in case energy units reported under EIR by concerned State Load Despatch Centre/Regional Load Despatch Centre exceed that claimed by Eligible Entity for same period then, Central Agency shall seek necessary clarification from concerned State Load Despatch Centre/Regional Load Despatch Centre before issuance of the Renewable Energy Certificates. The denomination of each REC issued would be as per the REC Regulations and amendments thereof, and 1 REC would be taken as equivalent to 1 MWh of electricity generated from renewable energy source and injected or deemed to be injected (in case of self- consumption by eligible captive power producer) into the grid. However, Certificates shall be issued in multiple of the assigned Certificate Multiplier as per clause 12(2) of REC Regulations, for one Megawatt hour of electricity generated and injected or deemed to be injected into the grid. It is clarified that any fractional component of energy as per the Energy Injection Report can be accumulated and would be considered for issuance of RECs as per the REC Regulations. Further, the eligible entity whose RE source technology is not mentioned in clause 12(2) of REC Regulation will get 1 REC for 1MWh hour of electricity generated.

STEP 6: The Central Agency shall issue the Renewable Energy Certificates to the Eligible Entity within fifteen (15) working days from the date of receipt of the physical application form (or soft copy in form of pdf) along with complete information necessary for processing of the application for issuance of RECs, including payment of fees towards issuance of REC(s).

STEP 7: In case the Eligible Entity is not fulfilling any of the conditions mentioned under Step- 5 and fails to provide necessary information/clarification in the matter within the stipulated timeframe, the Central Agency may reject the application and shall intimate to the Eligible Entity, in writing, the reasons for rejecting the application for issuance of RE Certificates.

STEP 8: Upon issuance of RE Certificates to Eligible Entity, the Central Agency shall make available details about such issuance to the concerned State Agency/RLDC.

2.0 FUNCTIONS, ROLES, AND RESPONSIBILITIES OF ENTITIES INVOLVED

The roles and responsibilities of the entities involved are elaborated in the following paragraphs:

2.1 Eligible Entity

- (a)** The Eligible Entity shall apply for the issuance of Renewable Energy Certificates in the format specified by the Central Agency.
- (b)** In case the REGS/CGP, as an Eligible Entity is connected with the transmission network, it shall coordinate with the concerned Inter-State Transmission Licensee/Intra-State Transmission Licensee or concerned SLDC/RLDC for record of meter readings and energy injection report corresponding to electricity generated by the said REGS/CGP.
- (c)** In case the REGS/CGP, as an Eligible Entity is connected with the distribution network of Distribution Utility, it shall coordinate with the concerned Distribution Licensee for record of meter readings and energy injection report corresponding to electricity generated by the said REGS/CGP.
- (d)** In case the REGS/CGP/Group CGP is a Regional Entity and is connected to the Inter-State Transmission Network, it shall submit the request for issuance of the Energy Injection Report to the respective RLDC as per Format 1.1 (A) /1.1 (B) / 1.1(C).
- (e)** The Eligible Entity shall comply with the duties and obligations stipulated in the Detailed Procedure.
- (f)** The Eligible Entity shall pay fees and charges, as determined by the CERC from time to time, to Central Agency for issuing renewable energy certificates.
- (g)** The entities having been granted registration which have undergone a change in name or change in legal status after the grant of registration, shall inform the Central agency within one month from the date of said change, along with relevant documents from the appropriate authority such as Registrar of Companies or National Company Law Tribunal or any other Court, to the Central Agency which shall, upon verification of documents update such change in its records within 30 days from the date of such application.
- (h)** REGS/CGP as an eligible entity shall maintain the records of the meter reading like opening meter reading, closing meter reading, auxiliary consumption (if any), export, import, self-consumption (if applicable) etc. and the same shall be made available to Compliance Auditor as and when required.
- (i)** REGS/CGP as an eligible entity shall forward the declaration and checklist as per Format 4.2 to Central Agency through State Agency/RLDC as and when there is any change in the

information submitted in the declaration at the time of Accreditation/Registration of the project.

2.2 State Load Despatch Centre (SLDC) and Regional Load Despatch Centre (RLDC)

- (a)** SLDC and RLDC shall follow the State Grid Code/Indian Electricity Grid Code, as applicable for the purpose of accounting renewable energy injected into the grid.
- (b)** The energy injection by Registered REGS/CGP for the first month, for issuance of REC, shall be applicable from the date of commercial operation or from the date of registration of such plant by the Central Agency, whichever is later till the last day of the same month. However, for the subsequent months, period of energy injection shall be from the first day of the month to the last day of the same month. For different billing cycles of REGS/CGP, Energy Injection Report submitted by SLDC/ RLDC to Central Agency shall be for the complete calendar month. In order to do accounting for the calendar month, SLDCs/ RLDCs may calculate on pro-rata basis or any other method deemed suitable by the SLDC/ RLDC. Auxiliary Consumption shall not be considered for issuance of REC.
- (c)** In case the Eligible Entity is a Regional Entity and connected to Inter-state Transmission Network, the respective RLDC shall maintain the record of meter readings. RLDC shall match the claim of REGS/CGP/ Group CGP as per information submitted as per format 1.3(A) / 1.3(B) / 1.3(C) of the procedure. RLDC shall prepare the energy injection report considering the injection at the Transmission System interface point. In case of any mismatch between the energy claimed by REGS/CGP/ Group CGP and the RLDC energy injection report, the RLDC may ask for additional information from the REGS/CGP/ Group CGP. RLDC shall provide the Energy Injection Report as per enclosed format 1.4 (A) / 1.4(B) / 1.4(C) to respective RPC and Central Agency and with a copy to the concerned REGS/CGP/ Group CGP on monthly basis.
- (d)** In case the Eligible Entity is connected to the state transmission network, SLDC shall maintain the record of meter readings and communicate the unconditional certified energy injection report as per format 1.2(A) for each accredited REGS of the registered Eligible Entity within State to the Central Agency with a copy to the concerned REGS on monthly basis.
- (e)** In case the Eligible Entity is connected to the distribution network of Distribution Utility, SLDC shall establish a protocol for receipt of information and maintenance of the record of meter readings for such REGS/CGP. Further, SLDC shall arrange to communicate an unconditional certified energy injection report as per format 1.2(A) for each accredited REGS of the registered Eligible Entity within the State to the Central Agency on monthly basis.

- (f) In case the Eligible Entity is CGP/ Group CGP and is connected to the transmission/distribution network of Transmission/Distribution Utility, SLDC shall establish protocol for receipt of information and maintenance of the record of meter readings including self-consumption for such REGS/CGP. Further, SLDC shall arrange to communicate injection report as per format 1.2(B)/ 1.2(C) for each accredited CGP of the registered Eligible Entity within the State to the Central Agency with a copy to the concerned CGP on monthly basis.
- (g) SLDC/RLDC shall communicate renewable energy injected into the grid for each accredited REGS/CGP of the registered Eligible Entity within its jurisdiction to respective State Agency/RLDC.
- (h) SLDC shall maintain the records of the meter reading like opening meter reading, closing meter reading, auxiliary consumption, export, import, etc. and the same shall be made available to Compliance Auditor as and when required. RLDC shall maintain a record of metered data obtained from the Transmission Interface point and same shall be made available to compliance auditor as and when required.

2.3 Distribution Licensee

- (a) In case of REGS/CGP connected to the distribution network, the concerned distribution licensee shall undertake the joint meter reading (along with concerned REGS/CGP) and maintain energy accounting information of such REGS/CGP on monthly basis.
- (b) In case REGS/CGP is connected with the network of the distribution licensee, it shall submit energy injection report to the concerned SLDC on monthly basis.
- (c) In case, Distribution licensee is itself an eligible entity under REC Regulations, then the Distribution licensee shall submit the application to the Central Agency for issuance of RECs within three months from the end of a financial year, along with a copy of certification from the concerned State Commission about purchase of electricity from renewable energy sources in excess of the renewable purchase obligations as determined by the concerned State Commission/Joint Electricity Regulatory Commission.
- (d) If Open access consumer is an eligible entity under REC Regulations, then it shall submit the application to Central Agency for issuance of RECs within three months from the end of a financial year, along with a copy of certification from the concerned State Commission about purchase of electricity from renewable energy sources in excess of the renewable purchase obligations as determined by the concerned State Commission/ Joint Electricity Regulatory Commission.

2.4 Central Agency

- (a) Central Agency shall comply with the directions issued by the Central Electricity Regulatory Commission from time to time.
- (b) Central Agency shall verify the claim made by the Eligible Entity in its application with the energy injection report submitted by the concerned SLDC/RLDC/recommendation of SERC/JERC, as the case may be.
- (c) Central Agency shall not issue REC(s) during the trading session at the Power Exchange.

2.5 Compliance Auditors

- (a) Compliance Auditors shall comply with the duties and obligations specified by the CERC.
- (b) Upon undertaking detailed investigation/audit, Compliance Auditors shall submit the report on revocation of Registration of the Eligible Entity, if necessary (if the Registered Entity is not complying with the provisions of REC Regulations), to the Central Agency/Central Commission.

3.0 INFORMATION REQUIREMENT – APPLICATION FORM & CONTENT

For the purpose of issuance of renewable energy certificates, the Central Agency shall take into account the following information:

- (a) Renewable EIR submitted by the concerned SLDC/RLDC/ Recommendation of SERC for issuance of REC(s).
- (b) The Registration Number issued by Central Agency to the Eligible Entity, to be submitted by the eligible entity along with the application, describing validity of “Registration”.
- (c) Details of Fee and Charges paid, through online payment facility, after the verification of application of issuance of REC(s)
- (d) Compliance Auditor report, if any.
- (e) Commissioning Certificate shall be submitted to the concerned state agency before first time of issuance of RECs, in case commissioning Certificate was not submitted to the State Agency at the time of the Accreditation of the project.
- (f) Complete Application as per Step-I of Part IV of this procedure.

4.0 REPORTING REQUIREMENT: FORMAT FOR RE CERTIFICATE

The Central Agency shall issue the electronic renewable energy certificates to the Eligible Entity in the format as per FORMAT 4.3.

5.0 TIMELINES

5.1 The REGS/CGP as an Eligible Entity shall apply for the issuance of renewable energy certificates within six (6) months from the month in which renewable energy was generated and injected into the electricity grid. Thereafter, the eligible entity shall not be eligible to apply for issuance of RECs against the said generation. Further, the eligible entity shall apply for issuance of RECs for the complete month in a sequential manner.

For example, in the month of July, the applicant may apply for issuance of RECs for the months of January, February, March, April, May and June of that calendar year. Further in the month of July, the eligible entity shall also ensure that while submitting the physical application (or soft copy in pdf format, uploaded on the REC web portal) along with the complete documents for issuance of RECs corresponding to generation in the month of January, the application should reach to Central Agency latest by 31st July for considering the application. Thereafter, application for injection corresponding to January shall not be considered.

However, since the monthly injection report for January would not be available with the Central Agency before month end, application for issuance of REC(s) against energy injected during January can be made in the subsequent six months. However, the eligible entity shall ensure that it should apply first for January before applying for February.

5.2 The distribution licensee/open access consumer as an eligible entity shall apply to the Central Agency for Certificates within three months from the end of a financial year, along with a copy of certification from the concerned State Commission about purchase of electricity from renewable energy sources in excess of the renewable purchase obligations as determined by the concerned State Commission as per format 3.5. The distribution licensee/open access consumer shall also submit the details of actual Renewable Energy Procurement during the month by Distribution Licensee/ Open Access Consumer in the financial year, like PPA/PSA wise, technology wise, REGS/CGP wise, GTAM/GDAM and RECs, duly certified by SLDC/State Agency as per format 3.6.

- 5.3** The Central Agency shall issue the renewable energy certificates to the Eligible Entities within fifteen (15) working days from the date of receipt of “application for issuance” made by the Eligible Entity along with requisite information complete in all respect including the payment of fees for issuance of REC(s).
- 5.4** The Central Agency shall inform the applicant with regard to the incompleteness of the application within 6 working days.
- 5.5** The Eligible Entity shall furnish the additional information or respond to clarification as sought by the Central Agency within 6 working days so as to enable Central Agency to issue certificates in timely manner.
- 5.6** In case the Eligible Entity fails to furnish the information requested within the stipulated time frame, the Central Agency may abandon the process of issuance of RECs to the Eligible Entity and retain the Processing Fees paid for application for issuance. However, the Eligible Entity may re-apply as a fresh application for the issuance of REC(s).

6.0 FEES AND CHARGES

- 6.1** The fees and charges¹⁵ towards the issuance of REC(s) shall be as mentioned below:
- (a)** Issuance Fees per certificate (as notified CERC from time to time) shall be payable by the eligible entity, after verification of the application of issuance of RECs by the Central Agency.
 - (b)** All fees and charges plus applicable tax (GST) shall be payable by way of an online payment facility as specified by Central Agency and transaction charges shall be borne by eligible entity.
- 6.2** Payments against Issuance Fees under REC Mechanism shall be made through the account of eligible entity or through their authorised signatory/authorised party.
- 6.3** The eligible entity shall submit the TDS certificates to the Central Agency along with the updation of details on REC web site within 1(one) month from the date of closure of each quarter. In case of default in submission of the TDS Certificate and/or updation of information in prescribed format, the issuance of RECs to such eligible entities shall be put on hold till the submission/updation of the details.

¹⁵ As notified by the Central Electricity Regulatory Commission from time to time. The fees and charges order dated 30.04.2021 in Suo-Motu Petition No. 5/SM/2021 will remain in force till a subsequent order is notified by the Hon'ble CERC

7.0 EVENT OF DEFAULT AND CONSEQUENCES THEREOF

- 7.1** It will be the responsibility of the State Agency/RLDC/Central Agency to ensure that the REGS/CGP or distribution licensee or open access consumer, as the case may be, accredited/registered under the REC Mechanism, is abiding with the directions given to it from time to time.
- 7.2** Necessary penal actions or measures may be initiated by State Agency/RLDC/Central Agency for revocation of accreditation/registration in such cases through separate process.
- 7.3** In case Eligible entity has obtained accreditation and registration on the basis of false information or by suppressing material information and the accreditation of such entity is revoked at a later date, the Certificates already issued to such entity but not redeemed shall stand revoked from the date of issue of such Certificates and in respect of Certificates already redeemed, such entity shall deposit the amount realized from sale of such Certificates along with the interest with the Central Agency at the rate of two hundred (200) basis points above the State Bank of India Marginal Cost of Funds based Lending Rate (MCLR) of one year tenor.

FORMAT - 4.1

COMPLIANCE AUDITOR REPORT (IF APPLICABLE)

This is to certify that _____(Name and Registration Number of the Applicant, if applicable) having its REGS/ CGP at _____(Location, Address) with Capacity ____ MW, utilising _____(Name of the RE Resource) is Complying / Not Complying with its duties and obligation as specified by the Central Electricity Regulatory Commission (Terms and Conditions for Renewable Energy Certificates for Renewable Energy Generation) Regulations, 2022 and its amendments thereof.

(This section is applicable in case the Eligible Entity is not complying with the Regulations)

The Applicant was found not to be eligible to receive Renewable Energy Certificates on following grounds,

1. The Applicant has made willful and prolonged default in activities required to be carried out by it as per REC Regulations.
2. The Applicant has not complied with following ____ term/condition (please specify condition) of accreditation or registration.
3. The Applicant is using excess fossil fuel than permissible as per Regulations.
4. The Applicant has submitted false information to avail Accreditation/Registration.
5. The Applicant has failed to make deposit or furnish the security or pay fees or other charges, as required by its accreditation or registration.
6. Any other reason, as specified below:

Date:

(Sign and Seal)

Name of the Compliance Auditor:

FORMAT - 4.2

**(Eligible entity to submit Declaration and checklist to Central Agency through
Concerned State Agency/RLDC)**

Declaration (On the letter head of the Applicant)

Declaration to be signed by the M.D./CEO/Authorised Signatory of the Applicant

I/We certify that all information furnished above is/are true to the best of my/our knowledge and belief.

I/We shall abide by such terms and conditions that the Central Electricity Regulatory Commission or _____ (name of the State) Electricity Regulatory Commission may impose to participate in the Renewable Energy Certificate Mechanism from time to time.

I/We hereby confirm the availability/ possession of land as per the details mentioned below,

Project Site (Physical Address of the Site)

Location (Town/Suburb)

Category of Land (Govt Land/ Private Land)

Land Lease (Leased/ Owned)

I/We hereby also confirm that:

1. Route of off-take of electricity/ route adopted for project: Sale to DISCOM/Third Party Sale through Open Access/ Self Consumption / Advance Accreditation (please mention the route adopted) - _____
2. Date of Commissioning & Date of Commercial Operation of the unit(s) of the plant (in case multiple units, then provide details of all units)

S. No.	Unit Size in MW	Date of Commissioning	Date of Commercial Operation

3. Installed Capacity (MW):
4. Capacity applied for Accreditation/ Advance Accreditation (MW):
5. Self-consumption of energy generated (Yes/No):
If Yes, please mention the utilized capacity (MW) for self-consumption:

Declaration:

- i. I/We hereby declare that I/We shall not apply for issuance of Certificates against electricity utilized to offset RPO by any obligated entity.
- ii. I/We hereby declare that I/We shall not apply for issuance of Certificates against electricity for which I/We have availed i) waiver of or concessional transmission charges or (ii) waiver of or concessional wheeling charges.

- iii. I/We will immediately inform State Agency/RLDC and Central Agency, if there is any change in the information submitted at the aforementioned paras in this declaration form.

INDEMNIFICATION

The Renewable Energy Generating Station/ Captive Generation Plant shall keep each of the NLDC/RLDC/SLDC/State Agency indemnified at all times and shall undertake to indemnify, defend and save the NLDC/RLDC/SLDC/State Agency harmless from any and all damages, losses, claims and actions, including those relating to injury to or death of any person or damage to property, demands, suits, recoveries, costs and expenses, court costs, attorney fees, and all other obligations by or to third parties, arising out of or resulting from the Accreditation/Registration/Issuance /Trading under REC mechanism.

The Renewable Energy Generating Station/ Captive Generation Plant shall keep State Agency/RLDC indemnified at all times and shall undertake to indemnify, defend and save the State Agency/RLDC harmless from any and all damages, losses, claims and actions, arising out of disputes with Central Agency and SLDC, as well as with Power Exchange(s), inclusive of confidentiality issues.

Signature of the applicant

(Seal of the Company)

Date:

Place:

On the letter head of Organization (REGS/CGP)

Recommendation by State Agency/RLDC to Central Agency for Registration of
REGS/CGP under REC Mechanism

I. Details of the REGS/CGP

Name of REGS/CGP:

Accreditation Number:

Source:

Total Capacity of REGS/CGP (MW)	Accredited Capacity (MW)	Type of Route (Sale to DISCOM/third party sale through open access / Self consumption) under which REGS/CGP has been Accredited (please write whichever is applicable)

II. If Applicant is selling power through Open Access/third party sale, then please provide following details:

S. N.	Checklist	Remarks /Comments/ Information/ Applicable/Not Applicable
a.	(1) REGS/CGP is not availing or does not propose to avail any benefit in the form of concessional/promotional transmission or wheeling charges and/ (2) And, if availed, then mention the date from which REGS/CGP has foregone such benefits.	
	(3) In case, part capacity of the plant is utilized for self-consumption and accredited under REC mechanism for sale of power through Open Access.	
	If Yes in (3), please mention the utilized capacity (MW) for self-consumption	

III. If Applicant is selling power under Sale to DISCOM route, then please provide following details:		
S. N.	Checklist	Remarks /Comments/ Information/ Applicable/Not Applicable
a.	REGS/CGP does not have any power purchase agreement with the obligated entity, either directly or through traders, or in the Power Exchange, for the capacity related to such generation to sell electricity at a tariff determined under section 62 or adopted under section 63 of the Act by the Appropriate Commission, for the purpose of meeting its renewable purchase obligation for the accredited capacity.	
b.	I/We hereby also confirm that the electricity generated from the registered capacity under REC Mechanism shall not be utilized to offset RPO by the obligated entity.	
c.	In case, part capacity of the plant is utilized for self-consumption and accredited under REC mechanism for sale of power to DISCOM	
d.	If Yes in (e), please mention the utilized capacity (MW) for self-consumption	
IV.	If REGS/CGP is selling part power under sale to DISCOM and part Power under third party sale through Open Access then provide details as per para (II) and (III) above	

*Please provide details if there is any deviation from the accreditation of eligible entities as per REC Regulations (including amendment thereof) and approved REC procedures.

Place:

Name of Authorised Signatory

Date:

Name of State Agency/RLDC

FORMAT - 4.3

RENEWABLE ENERGY CERTIFICATE (SAMPLE)

This certifies the issuance of One Renewable Energy Certificate
to _____(Name of the Eligible Entity) Representing One MWh Green
power Generated from at -----(Location of the Plant)
Certificate Number (MH0-NS-APMXS-001-C-DDMMYY-NNNNNNNN)

(National Load Despatch Centre)

Date of Issue :

Expiration Date:

Source of Origin:

Authorised Signatory of the Central Agency
National Load Despatch Centre, B -9, Qutab
Institutional Area, Katwaria Sarai New Delhi -110016

This is a computer generated Certificate and needs no signature.

PART-V

PROCEDURE FOR REDEMPTION OF RENEWABLE ENERGY CERTIFICATE

PART-V

PROCEDURE FOR REDEMPTION OF RENEWABLE ENERGY CERTIFICATE

1.0 OUTLINE

The Central Agency maintains the registry of the certificates. The Renewable Energy Certificate (REC's) can be exchanged through following two ways:

- a) Exchange through Power Exchange(s)
- b) Exchange through Electricity Trader(s)

The certificates once exchanged and used for the RPO compliance of the obligated entity shall stand redeemed. The REC(s) issued to CGP to the extent of self-consumption will also be redeemed on compliance of RPO. Upon redemption the Central Agency will extinguish the said REC(s) from the registry. The step-wise procedure for the redemption of REC is described in the following sections.

2.0 STEP-WISE DESCRIPTION OF THE PROCEDURE FOR REDEMPTION THROUGH POWER EXCHANGE(S)

The basic procedure for redemption of renewable energy certificates through Power Exchange(s) is as follows:

- STEP 1:** The Power Exchange will register itself with the Central Agency on REC web portal. Already registered Power exchange shall deem to be registered.
- STEP 2:** The Eligible Entity shall place for dealing of renewable energy certificates, on any Power Exchange authorized to deal in renewable energy certificates as per REC Regulations & amendment thereof. The total quantity of Certificates placed for dealing on the Power Exchange(s) by the eligible entity shall be less than or equal to the total quantity of valid Certificates held by the eligible entity as per the records of the Central Agency.
- STEP 3:** During the time the bidding window opens in the Power Exchange(s), the eligible entities shall place their offers and the buyers shall place their bids through the trading platform of the respective Power Exchange.
- STEP 4:** On closure of the trading window, the Power Exchange(s) shall send the maximum bid

volumes for each of the eligible entity, which has placed offers on that Power Exchange, to the Central Agency for verification of the quantity of valid RECs available with the concerned eligible entity for dealing on the Power Exchange(s).

STEP 5: The Central Agency shall check the combined maximum bid volume in the Power Exchange(s) for each eligible entity against the quantity of valid RECs for that entity for RE Certificates. The Central Agency shall send a report to Power Exchange(s) confirming the availability of the valid RECs with the eligible entity. In case the combined maximum bid volume placed for dealing in the Power Exchange(s) exceeds the quantity of valid RECs held by the eligible entity as per the records of the Central Agency, then, the Central Agency shall advise the Power Exchange(s) to exclude such bid(s) while working out the Market Clearing Price and the Market Clearing Volume.

STEP 6: The Power Exchange(s) shall work out the Market Clearing Price and the Market Clearing Volume taking into account the advice received from the Central Agency and send the final cleared trades to the Central Agency for extinguishing of the RECs sold in the records of the Central Agency. The certificates will be extinguished by the Central Agency in the 'First-in-First-out' order.

3.0 STEP-WISE DESCRIPTION OF THE PROCEDURE FOR REDEMPTION THROUGH ELECTRICITY TRADER(S)

STEP 1: The Electricity trader will register itself with the Central Agency on REC web portal as per the format 5.1.

STEP 2: The eligible entity (seller) will inform, in advance, to the Central Agency about the number of Certificates intended to be sold through electricity traders. The eligible entities may apply online on any day of every month and mention the quantity of RECs which they want to sell through Electricity Trader(s)

STEP 3: The Central Agency will block such number of Certificates in the Registry as informed by the eligible entities. Blocked Certificates will be on 'First-in' basis.

STEP 4: The above blocked Certificates will not be allowed to be exchanged through Power Exchange(s) until its deblocked by the central agency on the basis of request by the eligible entity. For deblocking of certificates, the eligible entity shall place request through REC web portal. The eligible entity can check the status of its blocked certificates on the REC web portal.

STEP 5: The electricity traders will place a request to the Central Agency for a trade, specifying the quantity of the certificates to be exchanged, the seller code and the buyer code. Before applying for the trade request, the trader must have a back-to-back arrangement with the buyer and seller. The electricity trader will take the seller code and the buyer code from the Central Agency.

STEP 6: The eligible entity will give its consent to the trade request placed by the electricity trader through the REC portal within three (3) working days (excluding the day of the application), otherwise, the trade application will be rejected by the Central Agency.

STEP 7: All the trade applications received till 15:00 hrs will be processed by 15:00 hrs of the next working day.

STEP 8: The Central Agency will check the trade applications. The cumulative quantity of Certificates placed for dealing by the electricity trader(s) of an eligible entity should be less than or equal to the total quantity of valid Certificates blocked by the eligible entity as per the records of the Central Agency, otherwise the application(s) will be rejected by the Central Agency.

On successful processing of the application, the Central Agency will be extinguishing the Certificates, exchanged through electricity trader(s), in its record. The certificates will be extinguished by the Central Agency in the 'First-in-First-out' order.

4.0 STEP-WISE DESCRIPTION OF THE PROCEDURE FOR SELF-RETENTION OF RECs THROUGH STATE AGENCY

STEP 1: The Eligible Entity interested in retaining their Renewable Energy Certificates may apply to the host State Agency, where the eligible entity is located.

STEP 2: The eligible entities may apply online from 1st to 5th of every month and mention the quantity of RECs for which they want to retain and the name of their plant and the State for which the eligible entity wants to retain REC(s). Subsequently, the eligible entity is required to submit the hard copy of the application signed and stamped to the host State Agency in such a way so that it reaches the office of state host agency latest by 12th day of the month.

STEP 3: The host State Agency shall check the proposed volume for each eligible entity against the quantity of valid RECs for that entity for RE Certificates by 18th of every month.

STEP 4: In case the retained volume placed exceeds the quantity of valid RECs held by the

eligible entity as per the records of the REC Registry, then, the State Agency shall limit the RECs that can be retained by the eligible entity to the number of valid RECs as per the records of REC Registry.

STEP 5: The State Agency shall send the final list of certificates to be retained for eligible entities to the Central Agency for extinguishing of the REC(s). The certificates will be extinguished by the Central Agency in the 'First-in-First out' order by 22nd of every month.

STEP 6: The State Agency shall issue the purchase certificate to the eligible entities.

5.0 FUNCTIONS, ROLES AND RESPONSIBILITIES OF ENTITIES INVOLVED

The roles and responsibilities of the entities involved is elaborated in the following paragraphs,

5.1 Eligible Entity

- (a) Eligible Entity shall comply with the duties and obligations specified by the Central Agency.
- (b) Eligible Entity shall follow directions given by the Appropriate Commission from time to time.
- (c) Eligible Entity shall place for dealing of renewable energy certificates to Power Exchange(s), Electricity Trader(s) & State Agency(ies) in timely manner.

5.2 Power Exchange

- (a) The Power Exchange shall place registration request to Central Agency with certificate and other relevant details (Format 5.1) and submit the same on REC web portal.
- (b) Power Exchanges(s) shall accept RE certificates for dealing on Power Exchange.
- (c) Power Exchanges(s) shall issue Rules & Byelaws for dealing of RECs on Power Exchange subject to due approval from CERC, as per CERC (Power Market) Regulations, 2021.
- (d) Power Exchanges(s) shall propose mechanism for price discovery for RECs on Power Exchange and seek approval of CERC for the same.
- (e) Power Exchanges(s) shall issue 'Certificate for purchase' of REC to the buyers as per format 5.4.
- (f) Power Exchanges(s) shall place request to Central Agency for Buyer Code giving details of the buyers to be registered. Request for Buyer Code shall be placed to Central Agency latest by 10:00 hrs of one working day prior to REC trading day. Power Exchange(s) has

to ensure correctness of the information, if a Buyer is already registered with other Power Exchange.

- (g) Power Exchanges(s) shall place request to Central Agency for Seller Code giving Registration Number and Name of the entity to be registered. Request for Seller Code shall be placed to Central Agency latest by 10:00 hrs of one working day prior to trading day.
- (h) Power Exchanges(s) shall inform the concerned REGS/CGP/Distribution Licensee/Open Access Consumer who is/ are intimated to Power Exchanges by Central Agency as defaulter (i.e. combined maximum bid volume placed for dealing in the Power Exchange(s) exceeds the quantity of valid RECs held by the eligible entity as per the records of the Central Agency) in writing which may include through email, with a copy to Central Agency.
- (i) The Power Exchange(s) will submit monthly trading report, as per the format 5.3, regarding the exchange of REC(s) to the Commission with a copy to the Central Agency before 15th of next month.

5.3 Electricity trader(s)

- (a) The electricity traders shall place registration request to Central Agency with traders Certificate and other relevant details (Format 5.1) and submit the same on REC web portal.
- (b) The electricity traders shall place seller code request to Central Agency by giving the Registration Number and Name of the entity to be registered. Approval for Seller Code shall be register to Central Agency on prior basis.
- (c) The electricity traders shall place a buyer code request to Central Agency by giving details (Format 5.2) of the buyers to be registered. Request for Buyer Code shall be placed to Central Agency of at least one working day prior to REC electricity traders trading day. The electricity traders must ensure correctness of the information if a Buyer is already registered with Power Exchanges and other electricity traders.
- (d) The electricity traders shall intimate to the Central Agency the quantity of the Certificates to be exchanged, Seller Code, Buyer Code. Consequent upon the sale of the Certificate the electricity traded will send a confirmation email to eligible entity.
- (e) The electricity traders shall issue 'Certificate for purchase' of REC to the buyers as per format 5.4.

- (f) The electricity traders shall inform the concerned REGS/CGP who is/ are intimated to the electricity traders by Central Agency as defaulter (i.e. combined maximum bid volume placed for dealing through the trading exceeds the quantity of valid RECs blocked by the eligible entity as per the records of the Central Agency) in writing with a copy to Central Agency.
- (g) The Electricity Trader(s) will submit monthly trading report, as per the format 5.3, regarding the exchange of REC(s) to the Commission with a copy to the Central Agency before 15th of next month, failing which, the Central Agency will put on hold all the trading application(s) through the defaulting Electricity Trader.

5.4 Central Agency

- (a) Central Agency shall accept application for registration based on information submitted by the Power Exchanges, electricity traders and buyers.
- (b) Central Agency shall formulate protocol for sharing of information related to renewable energy certificate transactions in 'electronic form' with Power Exchange(s), Electricity Traders & State Agency(ies).
- (c) Central Agency shall maintain records and settlement accounts with respect to renewable energy certificate transactions based on information received from Power Exchange(s) and Electricity Traders.
- (d) Central Agency shall maintain record of REC issuance, retained and sale for each registered Eligible Entity.
- (e) Central Agency shall act as a repository for transactions of RE certificates.
- (f) Central Agency shall issue Buyer Code and Seller Code to Power Exchanges/ Electricity Traders based on information submitted by the Power Exchanges/ Electricity Traders.
- (g) In case of any deviation, Central Agency in consultation with Power Exchange(s)/ Electricity Traders may formulate the timelines for exchange of information between Central Agency and Power Exchange(s)/Electricity Traders.

5.5 State Agency

- (a) State Agency(ies) shall accept application for self-retention of RECs.
- (b) State Agency(ies) shall issue 'Certificate for purchase' of RECs to the buyers.

6.0 INTERFACING AND INFORMATION EXCHANGE

- 6.1** Various activities outlined under this Procedure shall be undertaken on 'Electronic Form' to the extent feasible. Central Agency shall devise appropriate information sharing protocol for sharing/exchange of information with State Agency, Electricity Trader(s), Power Exchange(s), Eligible Entities, as the case may be necessary for implementation of this Procedure. Data exchange between the Central Agency and the Power Exchange(s)/ Electricity Trader(s) would be electronic, and the information would be exchanged using suitable coding methodology to be evolved by Central Agency for both buyers & sellers. The software used in the Central Agency and the Power Exchanges would ensure generation and preservation of electronic trail of all transactions.
- 6.2** Power Exchange(s)/ Electricity Trader(s) will issue a Certificate of purchase of REC except in case of self-retention of RECs wherein Certificate of purchase shall be issued by respective State Agency.

7.0 TIMELINES

- 7.1** For the purpose of dealing of RECs on Exchanges/bilateral trade, Power Exchanges/ Electricity Trader(s) shall consider all RE certificates issued by Central Agency as valid, as notified by CERC from time to time.
- 7.2** In accordance with the Rules/Byelaws of Power exchange approved by the CERC, monthly trading of RECs shall be undertaken for discovery of Price on Power Exchange(s). All valid and eligible offers for RECs received for dealing on Power Exchange shall be considered for trading to be carried out on the last Wednesday of every month. In the event of a bank holiday on the last Wednesday of any month, trading shall take place on the next bank working day. If there are other exigencies warranting change in the day for trading, the Central Agency can make such change as considered necessary under intimation to all concerned. The bidding window would open simultaneously on all the Power Exchange(s) designated for dealing in the RECs by CERC from 13:00 Hrs to 15:00 Hrs on the day of trading.
- 7.3** The Power Exchange(s) shall intimate the details of maximum offer placed for dealing by each eligible entity to the Central Agency by 15:30 Hrs on the day of auction.
- 7.4** The Central Agency shall check the combined maximum bid volume in the Power Exchange(s) for each eligible entity against the quantity of valid RECs for that entity for RE Certificates. The

Central Agency shall send a report to Power Exchange(s) confirming the availability of the valid RECs with the eligible entity by 16:00 Hrs.

- 7.5** The Power Exchange(s) shall work out the Market Clearing Price and the Market Clearing Volume taking into account the advice received from the Central Agency and send the final cleared trades to the Central Agency for extinguishing of the RECs sold in the records of the Central Agency by 17:00 Hrs
- 7.6** The Central Agency shall issue a report indicating the extinguishing of the RECs held in its records based on the final trades cleared on the Power Exchange(s) by 18:00 Hrs.
- 7.7** In case of exchange of Certificates through electricity traders, all the applications submitted by the trader and duly consented by the seller received till 15:00 hrs will be processed by 15:00 hrs of the next working day. The applications submitted on a non-working day of the Central Agency, will be considered on the next working day. If there are other exigencies warranting any delay in processing of the applications, the Central Agency can make such change as considered necessary with a notice on REC Portal.

8.0 FEES AND CHARGES

- 8.1** The fees and charges towards transaction of RE certificate on the Power Exchange/Electricity Trader(s) to be collected by Power Exchange(s)/Electricity Trader(s).
- 8.2** All fees and charges shall be payable by way of ECS drawn in favour of _____ (Name of Power Exchange/Electricity Trader), payable at _____ (their respective address).

9.0 EVENT OF DEFAULT AND CONSEQUENCES THEREOF

- 9.1** An event of default would deem to have occurred if the combined maximum bid volume placed for dealing in the Power Exchange(s) exceeds the quantity of valid RECs held by the eligible entity as per the records of the Central Agency.
- 9.2** In case a default by an eligible entity occurs, then, the Central Agency shall advise the Power Exchange(s) to exclude such bid(s) while working out the Market Clearing Price and the Market Clearing Volume in the current auction. Further, the list of the defaulting eligible entities would be made available on the website of the Central Agency.
- 9.3** In case of three defaults in a financial year, the matter would be reported by the Central Agency to the CERC, which may take further action, as deemed fit.

9.4 Further, persistent occurrence of event of default as above, shall result into debarring of such Eligible Entity from further participating in REC mechanism and its registration with Central Agency may be revoked.

9.5 Buyers purchasing RECs through the Exchange's trading system may be required to place Margins equivalent in value to the full amount of purchase including other fees, levies and charges in the form of Cash or Cash equivalents. Eligible entities selling RECs through the Exchange's Trading system may be required to place Margins to cover the value of the required fees, levies and charges. In case of default in payment, Margins placed with the Exchange will be invoked to make good the default in payment.

10.0 MONITORING OF RECs PURCHASE

10.1 CERC and SERCs shall be provided login in ID for use of the REC Web application on the basis of information provided in specified format to the Central Agency.

10.2 Power Exchange(s)/Electricity Trader(s)/State Agency(ies) shall issue a 'Certificate of purchase' having a unique purchase certificate number to each buyer as a record of RECs purchased during each REC trading session/ self-retention of RECs, as the case may be. Obligated Entities shall furnish the above 'purchase certificate' provided by the Power Exchanges to their respective JERC/ SERC/State Agency/ designated agency for monitoring of REC Purchase. Each Purchase Certificate can be produced only once for establishment of record against REC purchase.

10.3 State Agencies can independently verify the records of purchase from the REC Web application through their respective logins and inform the concerned SERCs.

FORMAT– 5.1

APPLICATION FOR REGISTRATION OF POWER EXCHANGES/ELECTRICITY TRADERS

Name of Power Exchange/Electricity Trader	
A. Trading licensee	
i. License Number	
ii. Validity of license	
iii. Category of license	
iv. Certificate	
B. Power Exchange	
i. CERC order granting registration	
ii. Validity of registration	
Postal Address of the Power Exchange/Electricity Trader	
City Town/Suburb	
State Name	
Postal Code	
Primary Contact Name	
Position/Designation	
Phone No.	
Fax No.	
Mobile No.	
E-mail Address	
Website	
Upload Certificate	

FORMAT– 5.2

APPLICATION FOR BUYER REGISTRATION OF POWER EXCHANGES/ELETRICITY TRADERS

Buyer Code (If buyer code is already registered any other exchanges or electricity traders)	
Name of Entity	
Entity Code (6-digit Alphabet Code e.g. POSOCO for Power System Operation Corporation Ltd)	
Facility Number (2-digit Numeric Code like 01 for 1st Buyer)	
Buyer Category	
Mode of Participation	
State Code	
Postal Code	

FORMAT– 5.3

Volume and Price of Renewable Energy Certificates (RECs) traded through Power Exchange/Electricity Trader

Name of Power Exchange/Electricity Trader:

Month:

S. No.	Date	Name of Seller	Seller Code	Name of Buyer	Buyer Code	No. of REC(s) Traded	Buy Price	Sell Price
1								
2								
3								
4								
5								
6								

Note: (1) Data shall be submitted on a monthly basis by 15th of the following month to the Commission with a copy to NLDC (Central Agency)

Note: (2) Data shall be submitted to the Commission i.e. hard copy to Secretary, CERC and soft copy in an Excel Sheet by E-mail and through Saudamini portal (E-monitoring)

Note: (3) Data shall be submitted to the Central Agency in Excel format through email (nldc.rec@posoco.in) only.

FORMAT – 5.4

Certificate for purchase to be issued by Power Exchange / Trader

POWER EXCHANGE / TRADER NAME

Certificate of Purchase of REC(s)

Certificate Number -

Issued On –

Buyer Name –

Number of Certificates –

Source of Origin:

This certifies that _____ (*Buyer name*) is holder of _____ (*Number of certificates*) non-transferable Renewable Energy Certificate(s) bought on *XXth* day of _____, through _____ (*Power Exchange / Trader name*) _____.

This certificate represented hereby is issued and shall be held subject to all the provisions of the regulations of Honorable CERC as amended from time to time and applicable bye laws, rules and Business Rule.

(Name and complete address of Power Exchange / Trader including phone number and email)