#### **REC Regulation for Self-Retention of RECs**

- An RE Generator permitted to retain the certificates for offsetting its renewable purchase obligation (RPO) as a consumer subject to certification and verification by the concerned State Agency.
- RE generator <u>shall not</u> be permitted to retain the certificates for offsetting RPO of <u>its group companies</u> as a consumer.
- RE generator can retain RECs for its RPO on <u>consumption units</u> located in different States.

#### Procedure for Self-Retention of RECs

- The Eligible Entity interested in retaining their Renewable Energy Certificates may apply to the host State Agency, where the eligible entity is located.
- ➤ The eligible entities may apply online from 1<sup>st</sup> to 5<sup>th</sup> 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 RECs.
- ➤ 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 shall reach the office of state host agency latest by 12<sup>th</sup> of every month.
- ➤ The host State Agency shall check the proposed volume for each eligible entity against the quantity of valid RECs for that entity for both "Solar" and "Non-Solar" Certificates by 18<sup>th</sup> of the every month.
- The State Agency shall send the final list of certificates to be retained for eligible entities to the Central Agency for extinguishing of the RECs.
- The certificates will be extinguished by the Central Agency in the "First-in-First-out" order by 22<sup>nd</sup> of the every month.
- The State Agency shall issue the certificate of purchase to the eligible entities.

#### Steps for Self-Retention of RECs

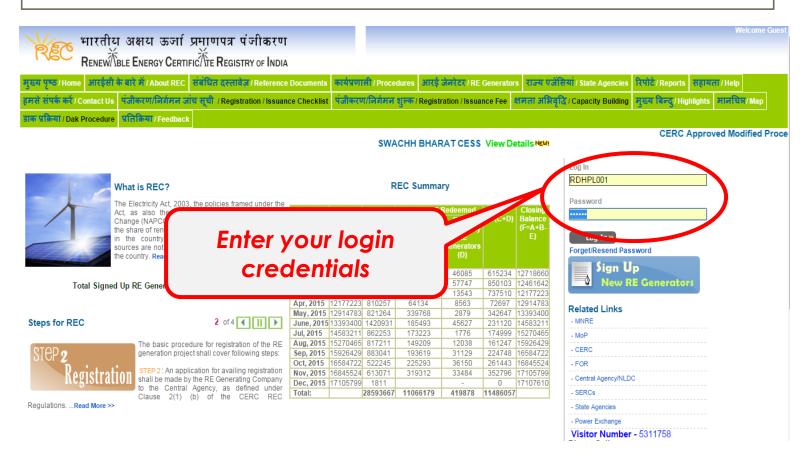
- RE Generator applies for retention of REC through REC software.
- State Agency verifies the application.
- State Agency approves the application.
- Central Agency redeem the RECs.
- > State Agency issue the Certificate of Purchase to RE Generators.

# Help Manual for <u>RE Generators</u> for Self Retention of <u>RECs</u>

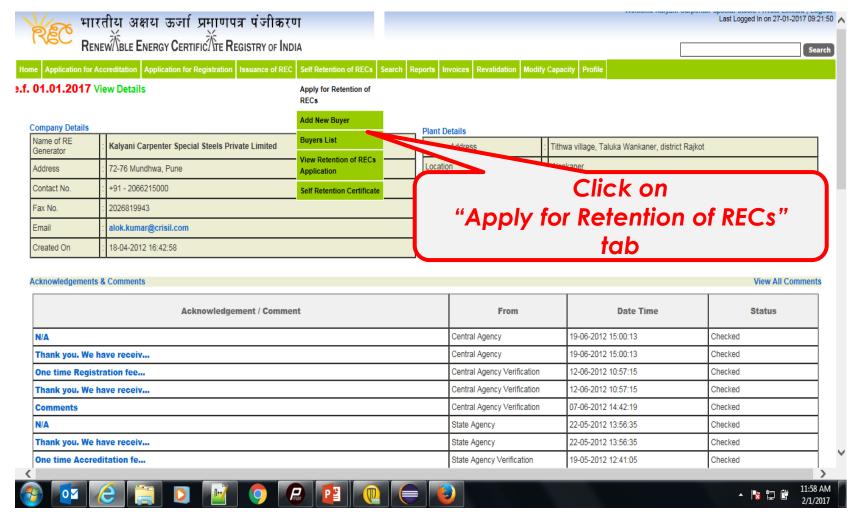
Disclaimer: The data shown in Help Manual are only the test cases and these are not based on real time data

### REC Website Homepage

The RE generator may enter the Login Credentials to gain access to his account on the REC Website



#### After login the RE generator lands on his homepage



To apply for self retention the RE generator has to click on the "Apply for Retention of RECs" Tab under Self-Retention of RECs

#### Submit the retention details against each buyer

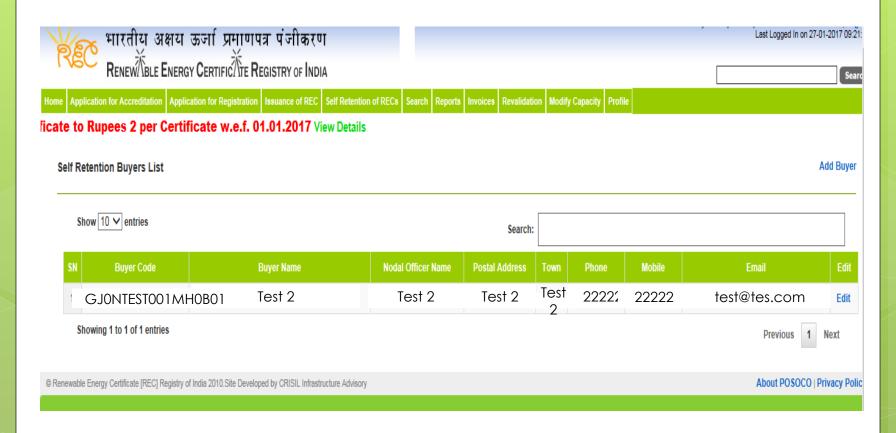
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(Hard copy of application submitted online with signature of the authorised signatory and stamp of the Company to be submitted to the concerned State Agency)

#### Apply for Self Retention of RECs - Add buyer details

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#### Apply for Self Retention of RECs - List buyer details



#### Apply for Self Retention of RECs - Self Retention Applications List



#### Self Retention Applications List

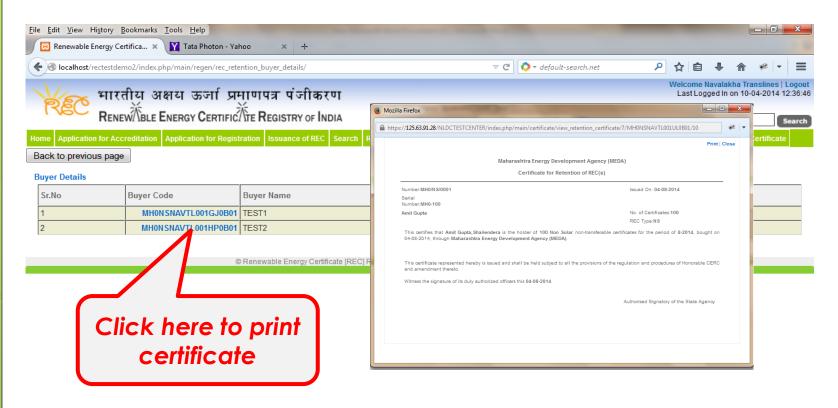
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3	APPLGJ0SRT041116	1220	Nov-16	425	Test	Gujarat	11/4/2016	Approved	11/10/2016	Generated	12/27/2016	Approved	Yes		11/21/2016
4	APPLGJOSRT011016:	1220	Oct-16	1145	Test	Gujarat	10/1/2016	Approved	10/15/2016	Generated	12/27/2016	Approved	Yes		10/20/2016
5	APPLGJ0SRT030916	1220	Sep-16	405	Test	Gujarat	9/3/2016	Approved	9/15/2016	Generated	9/23/2016	Approved	Yes		9/20/2016
6	APPLGJ0SRT030816	1220	Aug-16	360	Test	Gujarat	8/3/2016	Pending	-	Pending	-	Pending	No		-
7	APPLGJ0SRT020716	1220	Jul-16	364	Test	Gujarat	7/2/2016	Approved	7/14/2016	Generated	9/23/2016	Approved	Yes		7/20/2016
8	APPLGJ0SRT020616:	1220	Jun-16	343	Test	Gujarat	6/2/2016	Verified	6/13/2016	Pending	-	Pending	No		-
9	APPLGJ0SRT020516	1220	May-16	283	Test	Gujarat	5/2/2016	Approved	5/18/2016	Generated	5/18/2016	Approved	Yes		5/20/2016

Showing 1 to 10 of 11 entries

Previous 1 2 Next

Download the Certificate of Retention post approval of application by State Agency and Central Agency





# Help Manual for State Agencies for approval of applications for Self Retention of RECs

The online module for self-retention shall be active from 9th -15th of Every Month for State Agency

Disclaimer: The data shown in Help Manual are only the test cases and these are not based on real time data

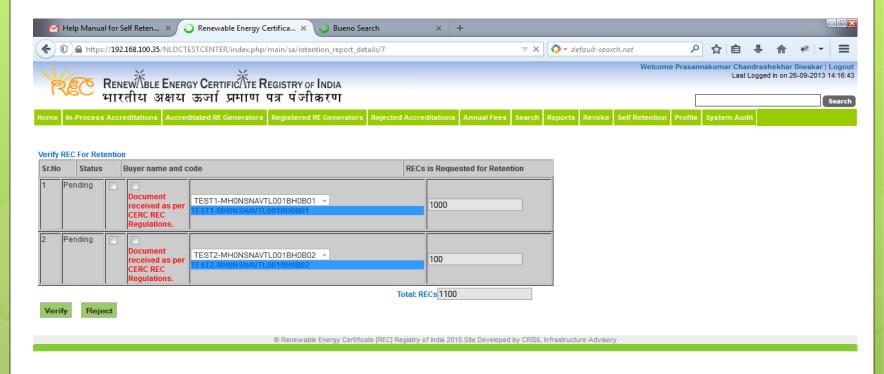
#### State Agency Normal User

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#### **Details of submitted Application**



#### Normal User-Verification/rejection of submitted application\*



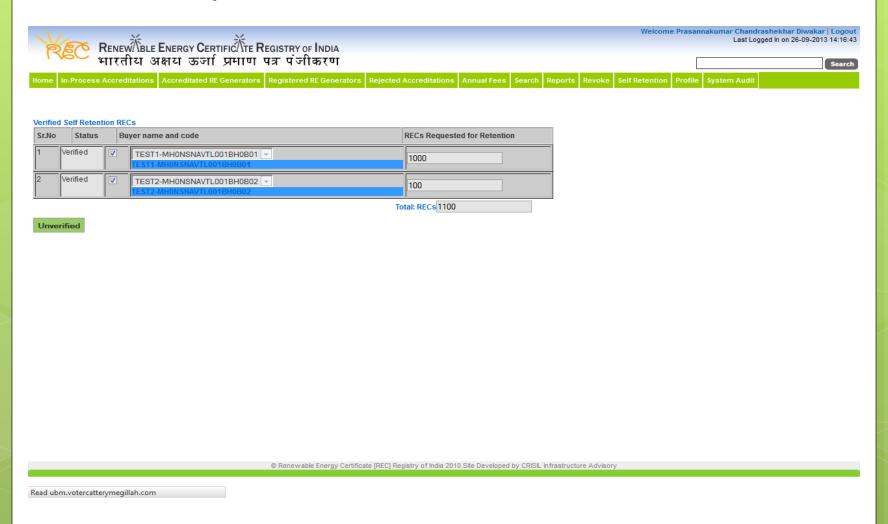
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<sup>\*</sup> RE Gen. has to submit the hard copy of application submitted online with signature of the authorised signatory and stamp of the Company to the State Agency

#### Normal user- details of application verified



#### Normal user- may unverified the details earlier verified, if need arises



#### State Agency Advance User- Home page

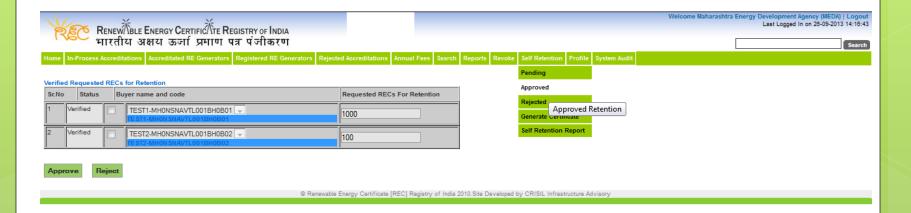
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#### State Agency Advance User- pending application verified by normal user

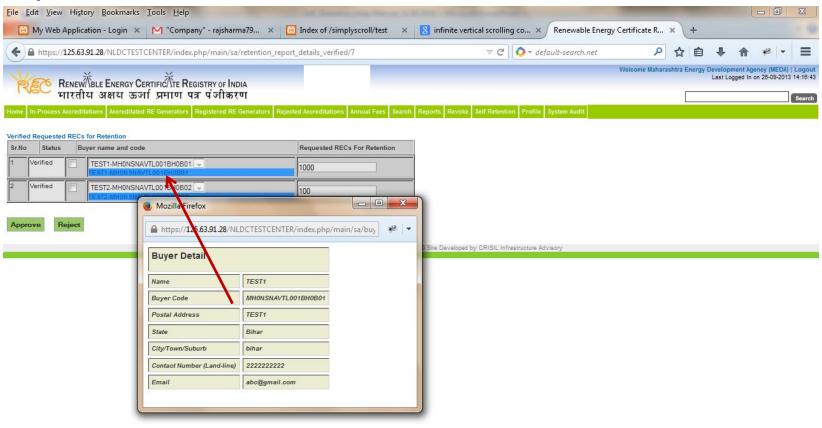


https://125.63.91.28/NLDCTESTCENTER/index.php/main/sa/sa\_regen\_self\_retention\_mis

#### Advance User-Approval/rejection of verified applications

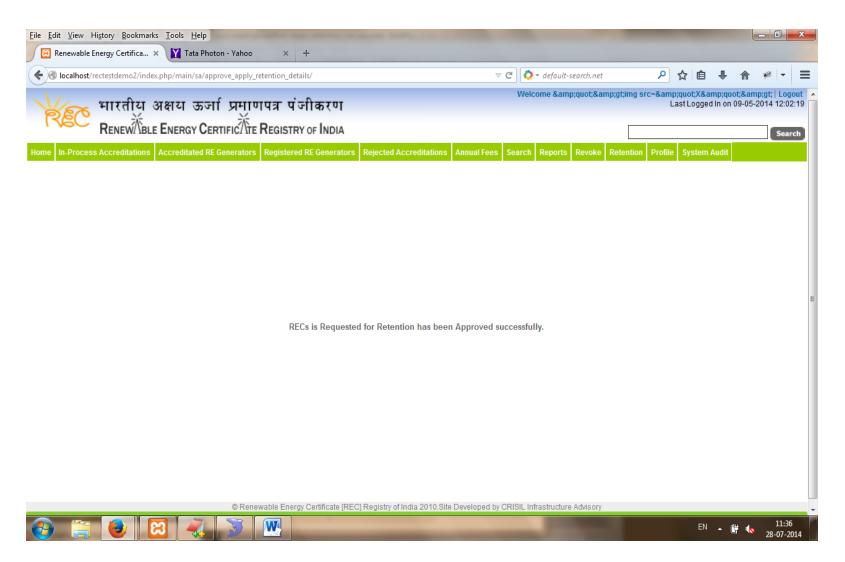


#### **Buyer Details**





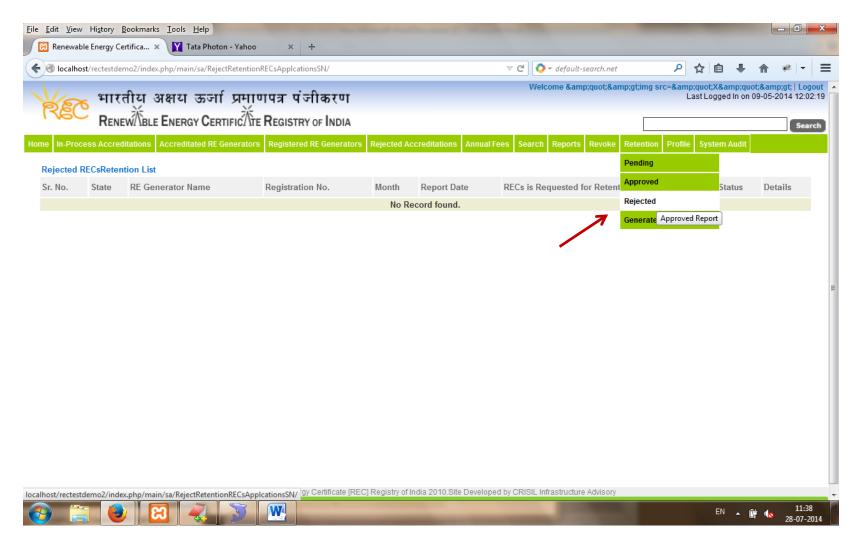
#### Self retention application Approved Successfully



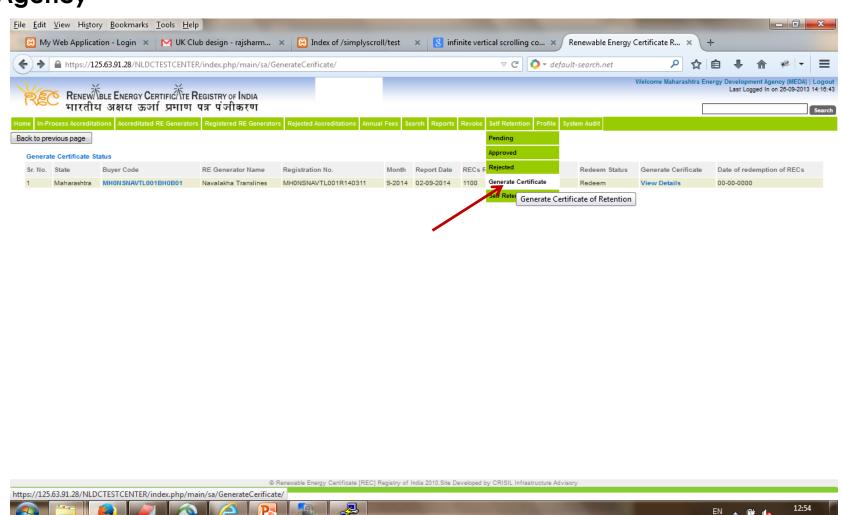
#### **List of Approved applications**



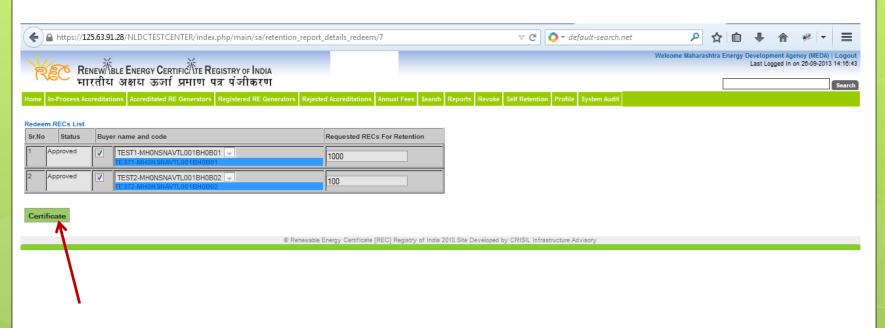
#### List of Applications rejected



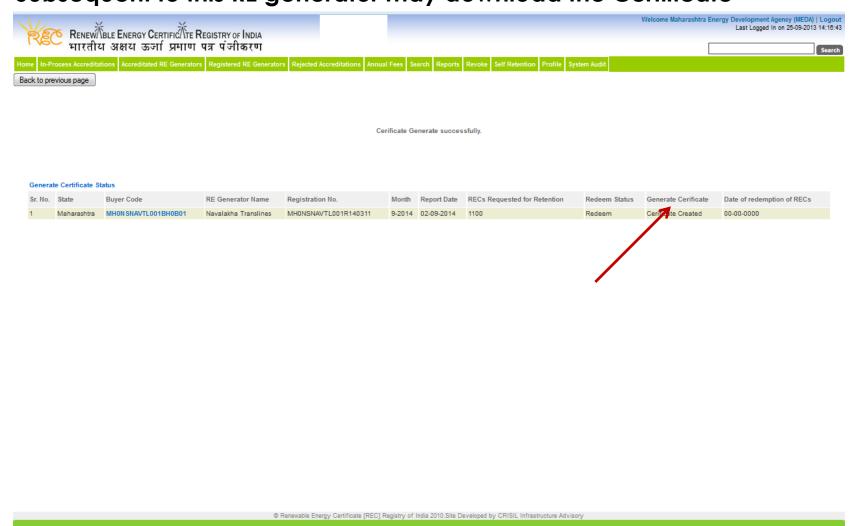
## Generate self-retention certificate after redemption of RECs by Central Agency



#### Advance user- Generate self-retention certificate



## Advance user- self-retention certificate successfully generated, Subsequent to this RE generator may download the Certificate



Thank You...