

**CENTRAL ELECTRICITY REGULATORY COMMISSION
NEW DELHI**

Coram:

- 1. Dr. Pramod Deo, Chairperson**
- 2. Shri S. Jayaraman, Member**
- 3. Shri V. S. Verma, Member**
- 4. Shri M. Deena Dayalan, Member**

No. L-1/12/2010-CERC

DATE OF ORDER: 1.6.2010

In the matter of

Central Electricity Regulatory Commission (Terms and conditions for recognition and issuance of Renewable Energy Certificate for Renewable Energy Generation) Regulations, 2010.

In the matter of

Detailed procedure under REC mechanism submitted by the Central Agency (NLDC).

ORDER

The Commission has issued the Central Electricity Regulatory Commission (Terms and conditions for recognition and issuance of Renewable Energy Certificate for Renewable Energy Generation) Regulations, 2010 on 14th January, 2010 (hereinafter referred to as REC Regulations). Clause (3) of Regulation 3 of the REC Regulations provides as under:

"Subject to provisions of these regulations, the Central Agency, with approval of the Commission and after inviting comments from the State Agency shall issue a detailed procedure for registration of eligible entities, verification of generation of electricity and its injection into the grid by the eligible entity, issuance of certificates and other relevant and residual matters".

2. The Commission designated National Load Despatch Centre (NLDC) as Central Agency vide order dated 29th January, 2010. The detailed procedure under REC mechanism submitted by the Central Agency, finalized after consultation with stakeholders, has been considered by the Commission and is approved for immediate adoption. We direct that the detailed procedure be posted on the website of the NLDC to give it wide publicity for the information of and compliance by all concerned.

Sd/-	Sd/-	Sd/-	Sd/-
(M. Deena Dayalan)	(V.S. Verma)	(S. Jayaraman)	(Dr. Pramod Deo)
Member	Member	Member	Chairperson

Encl: Detailed Procedure

MODEL PROCEDURE / GUIDELINES FOR ACCREDITATION OF RENEWABLE ENERGY GENERATION PROJECT FOR REC MECHANISM BY STATE AGENCY

1. OBJECTIVE

- 1.1. This procedure shall provide guidance to the entities to implement Renewable Energy Certificate mechanism as envisaged under Central Electricity Regulatory Commission (Terms and Conditions for recognition and issuance of Renewable Energy Certificate for Renewable Energy Generation) Regulations, 2010 notified by CERC, (hereinafter referred to as “the CERC REC Regulations”). This procedure shall be called ‘**Model Guidelines for Accreditation of a Renewable Energy Generation Project for REC Mechanism**’.
- 1.2. This procedure is prepared in order to implement the CERC REC Regulations exercising its powers conferred under sub-section (1) of Section 178 and Section 66 read with clause (y) of sub-section (2) of Section 178 of the Electricity Act, 2003 and all other powers enabling it in this behalf, to facilitate development of market in power from renewable energy sources by issuance of ‘**Renewable Energy Certificates (REC)**’.
- 1.3. Words and expressions used in these Procedures and not defined herein but defined in the Act, the CERC REC Regulations or any other Regulations issued by the Central Commission shall have the same meaning assigned to them respectively in the Act, the CERC REC Regulations or such other Regulations issued by the Commission.

2. APPLICABILITY AND SCOPE

- 2.1. This procedure shall be applicable to all the generating companies engaged in generation of electricity from renewable energy sources such as small hydro, wind, solar including its integration with combined cycle, biomass, bio fuel cogeneration, urban or municipal waste and such other sources as recognised or approved by Ministry of New and Renewable Energy for their

Renewable Energy Power Projects subject to fulfilment of eligibility conditions for participating in REC mechanism on or after April 1, 2010 in accordance with the provisions stipulated under the CERC REC Regulations.

- 2.2. The State Agencies, as may be designated by the State Electricity Regulatory Commission to act as agency for accreditation and recommending the renewable energy projects for registration, shall follow this procedure for accreditation of Renewable Energy Generating Company for their Renewable Energy Power Projects subject to fulfilment of eligibility conditions for participating in REC mechanism on or after April 1, 2010 in accordance with conditions outlined under the CERC REC Regulations.
- 2.3. The State Agency shall undertake the accreditation of any renewable energy generation project of the generating company not earlier than six months prior to the proposed date of commissioning of such RE generation project. For existing eligible RE Generation Project not tied up in long term power purchase agreement, the State Agency shall undertake the accreditation of the RE Generation Project as and when the RE Generating Company makes an application for accreditation.
- 2.4. The permission granted by the State Agency in the form of accreditation certificate to the Generating Company for the accredited RE Generation Project shall be valid for a period of five years from the date of accreditation certificate unless otherwise revoked prior to such validity period in pursuance of conditions for revocation as outlined under this Procedure.

3. STEP-WISE DESCRIPTION OF THE PROCEDURE

The basic procedure for accreditation of the RE generation project shall cover following steps:

- 3.1. **STEP 1:** An application for availing accreditation shall be made by the generating company to the host State Agency, as defined under Clause 2(1) (n) of the CERC REC Regulations. The applicant shall apply for Accreditation on the Web Based Application and shall also submit the same information in physical form with the State Agency. The application for accreditation 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 (STU/DISCOM), (v) metering details, (vi) Statutory Clearance details, (vii) Undertaking of not having entered into PPA on preferential tariff for the capacity for which participation in REC scheme is sought as per the CERC REC Regulations and (viii) any other relevant information as per the enclosed format (**FORMAT- 1.1** : Application for Accreditation of RE Generation Project). In case, the Applicant has multiple RE generation projects then, separate Applications will have to be submitted by the Applicant for each RE generation project. Accreditation of each RE generation project shall be carried out separately. The RE Generation Project shall comply with the requirements of Connectivity standards for Grid Connectivity at particular injection voltage/grid interface point as specified by State Transmission Utility or concerned Distribution Licensee, as the case may be. The Application made for accreditation of RE generation project 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 from time to time.

3.2. STEP 2: The State Agency shall assign a unique acknowledgement number¹ to the Applicant for each application for accreditation of its RE generation project, for any future correspondence.

3.3. STEP 3: After receipt of application in physical form for accreditation, the State Agency shall conduct a preliminary scrutiny to ensure Application Form is complete in all respect along with necessary documents and applicable processing fees and accreditation charges. The State Agency shall undertake preliminary scrutiny of the Application within 5 working days from date of receipt of such Application.

3.4. STEP 4: After conducting the preliminary scrutiny, the State Agency shall intimate in writing to the Applicant for submission of any further information, if necessary, to further consider the application for accreditation or reject application. The reasons for rejecting the application for accreditation

¹ The applicant shall be given a User ID and a password, for the purpose of submitting the information in a web based application system, which shall be valid for 15 days.

shall be recorded and intimated to Applicant in writing within 2 working days from date of receipt of the completed application by State Agency.

3.5. STEP 5: While considering any application for accreditation of RE generation project, the State Agency 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 or the concerned Distribution Licensee, as the case may be
- c) Confirmation of Metering Arrangement and Metering Location
- d) Date of Commissioning of RE project for existing eligible RE Project or Proposed Date of Commissioning for new RE for accreditation
- e) Undertaking regarding Off-take/Power Purchase Agreement
- f) Proposed Model and Make for critical equipment (say, WTG, STG, PV Module) for the RE Project. 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
- h) Details of application processing fees/accreditation charges

3.6. STEP 6: The State Agency, after duly inspecting/verifying conditions elaborated in Step 5, shall grant 'Certificate for Accreditation' to the concerned Applicant for the proposed RE Generation project and assign a specific project code number to that effect which shall be used by the such Applicant (Eligible Entities) for all future correspondence with the State Agency. The process of accreditation shall normally be completed within 30 days from date of receipt of complete information by State Agency. In case accreditation is not granted at this stage, the reasons for rejecting the application for accreditation shall be recorded and intimated to Applicant in writing.

3.7. STEP 7: If accreditation is granted, the State Agency shall also intimate accreditation of particular RE generation project to the following entities,

- a. The Central Agency, as defined under Clause 2(1) (b)
- b. The host State Load Despatch Center
- c. The distribution company in whose area the proposed RE generation project would be located.

4. FUNCTIONS, ROLES AND RESPONSIBILITIES OF ENTITIES INVOLVED

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

4.1. Generating Company (Eligible Entity)

- a. The Generating Company shall apply for the accreditation of its RE generation project facility as per **FORMAT-1.1: "Application for Accreditation of RE Generation Project for REC Mechanism"** enclosed to this Procedure.
- b. The Generating Company shall coordinate with the State Agency and shall be responsible for submitting the information in a timely manner so as to enable State Agency to comply with requirements outlined under this Procedure for Accreditation.
- c. Pay one time non-refundable application processing fees and annual charges towards Accreditation as determined by the Appropriate State Electricity Regulatory Commission from time to time.
- d. Submit a declaration or undertaking that
 - i. It does not have and shall not have any power purchase agreement for the capacity related to such generation to sell electricity at preferential tariff determined by the Appropriate Commission. and,
 - ii. It shall immediately notify the State Agency if any power purchase agreement for sale of electricity at preferential tariff, as determined by the Appropriate Commission, is executed.
 - iii. It shall sell the electricity generated either to the distribution licensee at a price not exceeding the pooled cost of power purchase of such distribution licensee or to any other trading licensee or to an open

access consumer at a mutually agreed price, or through power exchange.

- e. Install special energy meters for the purpose of metering of energy injection into the electricity grid.
- f. 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. Apply for revalidation or extension of validity of existing accreditation at least three months in advance prior to expiry of existing Accreditation.
- h. Whenever there is a change in the legal status of the eligible entity (e.g. change from partnership to a company etc.), the eligible entity shall immediately intimate the concerned State Agency and the Central Agency about the said change and apply afresh for Accreditation by the concerned State Agency and Registration by the Central Agency. In all other cases involving a change in the name of the eligible entity, only the name of the entity shall be updated with the records of the State Agency and the Central Agency based on the intimation (supported by relevant documents) given by the eligible entity.

4.2. State Agency

- a. Comply with the directions issued by the State Electricity Regulatory Commission from time to time.
- b. Adopt the procedure contained herein for Generator Accreditation.
- c. To scrutinise and verify the documents and all other steps as may be necessary prior to the Accreditation of RE generation project. Prior to accreditation, the activities to be undertaken by State Agency shall include but not limited to following:
 - Verification of Application
 - ❖ Review of information submitted in the application by the generating company for its completeness and accuracy
 - ❖ Independent verification of the information submitted by the Applicant

- Review of information available with regards to the similar renewable energy projects registered with the Central Agency, if necessary.
- d. Submit recommendation for registration or reasons of rejection
 - e. Extension of validity of existing accreditation upon following due process.
 - f. Revocation of accreditation, upon following due process for revocation.
 - g. Intimate accreditation of generating company to the following,
 - Central Agency, (as defined under Clause 2(1) (b))
 - Concerned State Load Despatch Center
 - The distribution company in whose area the proposed RE generation project would be located.

5. INFORMATION REQUIREMENT - APPLICATION FORM & CONTENT

For the purpose of accreditation of its RE Generation project, the generating company shall furnish information to the State Agency in the format as elaborated in **FORM-1.1** comprising following details.

- a) Section-A: Owner Details
- b) Section-B: Operator Details
- c) Section-C: RE Generating Station details
- d) Section-D: Connectivity Details with Concerned Licensee (STU/DISCOM)
- e) Section-E: Metering Details
- f) Section-F: Statutory Clearance Details
- g) Section-G: General Details
- h) Section-H : Details of Fee & Charges
- i) Section-I: Declaration

6. REPORT: FORMAT FOR ACCREDITATION CERTIFICATE

The State Agency shall grant 'Certificate of Accreditation' to the Applicant fulfilling all requirements of accreditation in the format as elaborated in the **FORMAT-1.2**.

7. TIMELINES

- 7.1. The State Agency 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.
- 7.2. Once received, the State Agency shall inform the applicant with regard to the incompleteness of the application within 5 working days.
- 7.3. The Applicant shall furnish the details as requested by the State Agency within 7 working days so as to enable State Agency to undertake the accreditation of the generating facility.
- 7.4. In case the applicant fails to furnish the information requested by the State Agency within the stipulated time frame, the State Agency shall abandon the accreditation and retain the processing fees.
- 7.5. The process of accreditation by the State Agency shall normally be completed within 30 working days from the date of receipt of complete information by State Agency.
- 7.6. The Eligible Entity shall apply for revalidation or extension of validity of existing accreditation at least three months in advance prior to expiry of existing Accreditation.

8. FEES AND CHARGES

The fees and charges² towards processing of application and undertaking accreditation shall be as mentioned below,

- One time Application Processing Fees: Rs. _____/- per application shall be payable at the time of submitting application for accreditation to State Agency.
- One time Accreditation Charges: Rs. _____/- per application shall be payable to the State Agency upon grant of accreditation.

² The Fees and Charges should be as per the Model Guidelines to be notified by the Central Electricity Regulatory Commission from time to time.

- Annual Charges for Accreditation: Rs. _____/- per annum per application shall be payable by April 10, for each fiscal year (or each anniversary date for date of initial accreditation).
- Accreditation Charges for Revalidation/extension of validity: Rs. _____/- per application shall be payable at the time of revalidation/extension of validity of existing accreditation at the end of five years.

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).

9. 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:

- 9.1. Non-payment or delay in payment of annual Accreditation charges by Eligible Entity beyond 15 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, so long as such directives are not inconsistent with any of the provisions of CERC REC Regulations or State RPO/REC Regulations and in accordance with the Functions and within the Powers outlined for State Agency, shall constitute an event of default by that Eligible Entity.

Consequences for Event of default:

- 9.4. Occurrence of any of the event of default by Eligible Entity shall result into revocation of Accreditation granted to such Eligible Entity for that RE Generation Project.

- 9.5. However, the State Agency 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.
- 9.6. In case Eligible Entity fails to address/rectify the default expressed by the State Agency in the Notice within stipulated time period of 14 days, the State Agency shall proceed with revocation of Accreditation granted to such Eligible Entity.
- 9.7. Upon revocation of accreditation, the State Agency 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.

10. POWERS TO REMOVE DIFFICULTIES

- 10.1. If any difficulty arises in giving effect to any provision of these Procedures or interpretation of the Procedures, the Central Agency may make such provisions or propose amendments, not inconsistent with the provisions of CERC REC Regulations, upon seeking due approval from Central Commission, as may appear to be necessary for removing the difficulty.

FORMAT- 1.1

APPLICATION FOR ACCREDITATION OF RE GENERATION PROJECT

Section A: Owner Details

Name of the Applicant	
Type of the Applicant <i>(Individual/HUF/Partnership/Ltd Co. /Pvt. Ltd. Co. /Public Ltd. Co.)</i>	
Postal Address of the Applicant	
Town/Suburb	
State	
Postal Code	
Primary Contact Name³ <i>(Name of Authorised Signatory)</i>	
Position	
Phone	
Fax	
Mobile	
E-mail Address	
Appointed Person's Detail <i>(In case Owner is Appointed Person)</i>	

Are Owner and Operator of the Generating Facility the same legal entity?

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

³ *If the owner is proposed act as the 'Appointed Person' for the Generating facility, ensure that this is identical to the name in which Renewable Energy Certificates to be issued by the Central Agency.*

Section B: Operator Details

Name of the Applicant	
Type of the Applicant <i>(Individual/HUF/Partnership/Ltd Co. /Pvt. Ltd. Co./Public Ltd. Co.)</i>	
Postal Address of the Applicant	
Town/Suburb	
State	
Postal Code	
Primary Contact Name⁴ <i>(Name of Authorised Signatory)</i>	
Position	
Phone	
Fax	
Mobile	
E-mail Address	
Appointed Person's Detail <i>(In case Operator is Appointed Person)</i>	

⁴ *If the operator is proposed to act as the 'Appointed Person' for the Generating facility, ensure that this is identical to the name in which Renewable Energy Certificates to be issued by the Central Agency.*

Section C: RE Generating Station Details

Name of Power Station	
Physical Address of the RE Generating Station	
Town/Suburb	
State	
Postal Code	
Category of Land ⁵ <i>(Govt. Land/Private Land)</i>	
Land Lease ⁶ <i>(Leased/Owned)</i>	
Total Installed Capacity of RE Generating Station (in kW)	
Total Number of Units	
Which Renewable Energy Resources is/are utilised by the RE Generating Station	
Number of units for which Accreditation is sought	
Unit Number, Corresponding Capacity and Date of Commissioning (dd-mm-yyyy)	
Planned usage of Fossil Fuel ⁷ <i>(Provide Detail Description of type and amount of fossil fuel usage planned)</i>	
Connectivity Diagram ⁸	(Diagram Enclosed)
Proposed Gross Generation by units proposed for Accreditation (kWh)	

⁵ Enclose Necessary Documents

⁶ Enclose Certified Copy of the Registered Lease/Sale Deed

⁷ Demonstrate Compliance with the Eligibility Conditions as prescribed by MNRE/Competent Authority

⁸ Enclose Connectivity Diagram/Single Line Diagram of the Station clearly Identifying the units to be considered for Accreditation and showing the Metering Arrangement

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

Name of the Concerned Licensee under whose jurisdiction the entity is located	
Address of the Concerned Licensee	
State	
Postal Code	
Interconnection of Power ⁹ Station with the network	S No. Line From _____ to _____ Voltage Level:

⁹ 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

Describe the Meter Details¹⁰

Describe the Metering Points¹¹

What is the voltage at which electricity is generated and how the voltage is stepped up or down before use

¹⁰ Enclose Meter Type, Manufacturer, Model, Serial Number, Class and Accuracy etc.

¹¹ Describe the location of meters with single line diagram

Section F: Statutory Clearance Details

Statutory Clearances obtained by the RE Generating Station including Environmental Clearances¹²



¹² *Attach the Copy of Clearances/Approvals*

Section G: General Details

Nature and Activities of the Applicant	
Furnish list of Directors/Partners of the Organisation	
Income Tax PAN Details of the Applicant	
Details of the Earlier RE Project setup by the Applicant	
Basic Documents of the Company ¹³	
Net Worth of the Company <i>(Enclose Certified true copies of financial statements)</i>	
Estimated cost of the proposed project (in Rs Lakh)	

¹³ 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/ Appointment of Statutory Auditor

Section H: Details of Fee& Charges

Name of the Bank:

Bank Draft Number/ECS Reference Number:

Date of Transaction:

Details of Amount Paid:

Processing Fees: Rs.

Section I: Declaration

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,

- (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 'no' Power Purchase Agreement has been or shall be signed to sell electricity generated from the proposed renewable energy generating station at preferential tariff determined by the Appropriate Commission for ____MW of the capacity and for the period_____ during which participation in REC scheme is availed.

I/We hereby also confirm that the electricity generated from the proposed renewable energy generating station shall be sold either to the distribution licensee at a price not exceeding the pooled cost of power purchase of such distribution licensee or to any other trading licensee or to an open access consumer at a mutually agreed price, or through power exchange.

Signature of the applicant
(Seal of the Company)

Date:

Place:

FORMAT - 1.2

CERTIFICATE OF ACCREDITATION

This is to certify that _____ (*Name of the Applicant*) having/proposing to install it's RE generating station at _____ (*Proposed Location, Physical Address*) with Capacity ___MW, 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.

The validity of this certificate is mandated through ongoing surveillance.

Issue Date

Expiration Date

Certificate Number

Authorised Signatory of the Accreditation Agency

(Name and Address of the State Agency)

PROCEDURE FOR REGISTRATION OF RENEWABLE ENERGY GENERATION PROJECT BY CENTRAL AGENCY

1. OBJECTIVE

1.1. This procedure shall provide guidance to the entities to implement Renewable Energy Certificate mechanism as envisaged under Central Electricity Regulatory Commission (Terms and Conditions for recognition and issuance of Renewable Energy Certificate for Renewable Energy Generation) Regulations, 2010 notified by CERC, (hereinafter referred to as “**the CERC REC Regulations**”). This procedure shall be called ‘*Procedure for Registration of a Renewable Energy Generator as Eligible Entity*’.

1.2. This procedure is issued in compliance to the Regulation 3(3) of the CERC REC Regulations and prepared in order to implement the CERC REC Regulations to facilitate development of market in power from renewable energy sources by issuance of ‘**Renewable Energy Certificates (REC)**’.

1.3. Words and expressions used in these Procedures and not defined herein but defined in the Act, the CERC REC Regulations or any other Regulations issued by the Central Commission shall have the same meaning assigned to them respectively in the Act, the CERC REC Regulations or such other Regulations issued by the Commission.

2. APPLICABILITY AND SCOPE

2.1. This procedure shall be applicable to all RE Generating Companies who have received ‘certificate of accreditation’ for their RE Generation Project from the concerned State Agency, as may be designated by the State Commission from time to time.

2.2. The Central Agency shall undertake the registration of any RE Generating Company as ‘Eligible Entity¹’ for its RE generation project not earlier than three months prior to the proposed date of commissioning of such RE generation project. For an existing RE Generation Project, the Central Agency shall undertake the registration

¹ The Eligible Entity shall have the same meaning as defined under clause 2 (1) (e) of the CERC REC Regulations

after receipt of the 'Certificate of Accreditation' for the RE Generation Project from the concerned State Agency.

- 2.3. The registration granted by the Central Agency to the Generating Company as Eligible Entity shall remain valid for a period of five years from the date of registration certificate unless otherwise revoked prior to such validity period in pursuance of conditions for revocation as outlined under this Procedure.

3. STEP-WISE DESCRIPTION OF THE PROCEDURE

The basic procedure for registration of the generating company, 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:

- 3.1. **STEP 1:** An application for availing registration shall be made by the RE Generating Company to the Central Agency, as defined under Clause 2(1) (b) of the CERC REC Regulations. The applicant shall apply for Registration on the Web Based Application and shall also submit the same information in physical form with the Central agency. The application for registration shall contain the following information as submitted for Accreditation of the RE Generation project: (i) Owner details (ii) RE Generating Station details, (iii) certificate of accreditation by the State Agency, (iv) generating facility commissioning schedule (v) any other relevant information as per the enclosed format (**FORMAT- 2.1** : Application for Registration of Eligible Entity). The Application made for registration of RE Generating Company with the Central Agency as Eligible Entity shall be accompanied by a non-refundable registration fees/charges and annual fee/charges as determined by the Central Electricity Regulatory Commission, by order, from time to time. In case, the Applicant has multiple RE generation projects then, separate Applications will have to be submitted by the Applicant for each RE generation project.

- 3.2. **STEP 2:** The Central Agency shall assign a unique acknowledgement number² to the Applicant for each application for

² **The applicant shall be given a User ID and a password, for the purpose of submitting the information in a web based application system, which shall be valid for 15 days.**

registration of its RE generation project, for any future correspondence. While registration of each RE generation project shall be carried out separately, unique number once assigned for a particular Eligible Entity shall remain same for all RE generation projects of the said Eligible Entity to be registered with Central Agency. A sequential number series shall be followed for distinguishing each RE generation project of the Eligible Entity to be registered under the unique number assigned to particular Eligible Entity

3.3 STEP 3: After receipt of application in physical form for registration, the Central Agency shall undertake preliminary scrutiny to ensure Application Form is complete in all respect along with necessary documents and applicable registration fees and charges. The Central Agency shall undertake preliminary scrutiny of the Application within 2 working days from date of receipt of such Application.

3.4. STEP 4: 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 2 working days from date of receipt of the completed application by Central Agency.

3.5. STEP 5: While considering any application for Registration, the Central Agency shall verify and ascertain availability of following information:

1. A Valid Certification of Accreditation by State Agency
2. Date of Commissioning or Proposed date of Commissioning or Commissioning Schedule for new projects.
3. Undertaking that it has not entered into any Power Purchase Agreement at preferential tariff as may be determined by the Appropriate Commission
4. Details of payment of registration fees/charges

3.6. STEP 6: The Central Agency, after duly inspecting/verifying conditions elaborated in Step 5, shall grant 'Certificate for Registration' to the concerned Applicant as 'Eligible Entity' confirming its entitlement to receive Renewable Energy Certificates for the proposed RE Generation project and assign a specific entity-wise and project-wise code number to

that effect 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 by 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.

3.7. STEP 7: If registration to Eligible Entity is granted, the Central Agency shall also intimate registration of Eligible Entity for particular RE generation project to the following entities,

- a. The host State Agency
- b. The host State Load Despatch Center
- c. The Power Exchanges, as defined under Clause 2(1) j of the CERC REC Regulations

4. FUNCTIONS, ROLES AND RESPONSIBILITIES OF ENTITIES INVOLVED

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

4.1. Generating Company/Eligible Entity

- a. The generating company shall apply for registration as eligible entity for receiving renewable energy certificates as per **FORMAT-2.1: "Application for Registration of Generating Company"** enclosed to this Procedure.
- b. The generating company 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 CERC REC Regulations.
- c. Pay one time non-refundable registration fee and annual charges as determined by the CERC from time to time.
- d. Comply with the duties and obligations specified by the Central Agency.
- e. Follow directions given by any other competent authority from time to time.
- f. Apply for revalidation or extension of validity of existing Registration at least three months in advance prior to expiry of existing Registration.

g. Whenever there is a change in the legal status of the eligible entity (e.g. change from partnership to company), the eligible entity shall immediately intimate the concerned State Agency and the Central Agency about the said change and apply afresh for Accreditation by the concerned State Agency and Registration by the Central Agency. In all other cases involving a change in the name of the eligible entity, only the name of the entity shall be updated with the records of the State Agency and the Central Agency based on the intimation given by the eligible entity.

4.2. Central Agency

- a. 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:
 - Verification of Application including review of information submitted in the application by the Generating Company for its completeness and accuracy
 - Review of information about Eligible Entity from the records in case same Entity has registered any other renewable energy project with the Central Agency, if applicable.
- c. Confirm registration of generating company as Eligible Entity in a timely manner upon due processing of application for registration.
- d. In case of rejection, indicate reasons of rejection for undertaking registration, in a timely manner.
- e. Intimate registration of generating company as eligible entity to the following,
 - Concerned State Agency
 - Concerned State Load Despatch Centre
 - Power Exchanges, as defined under Clause 2(1) j of the CERC REC Regulations
- f. Follow the directions of CERC to initiate enquiry and/or process for revocation of registration granted to Eligible Entity upon due process.

5. INFORMATION REQUIREMENT - APPLICATION FORM & CONTENT

For the purpose of registration of the RE Generating Company as Eligible Entity, the Applicant shall furnish information to the Central Agency in the format as elaborated in **FORMAT-2.1** comprising following details.

- a) Section-A: Owner Details
- b) Section-B: RE Generating Station details
- c) Section-C: Certificate of Accreditation
- d) Section-D: Commissioning Schedule
- e) Section-E: Details of Fee & Charges
- f) Section-F: Declaration

6. REPORT: FORMAT FOR REGISTRATION CERTIFICATE

The Central Agency shall grant 'Certificate of Registration' to the RE Generating Company as Eligible Entity to receive renewable energy certificates in the format as elaborated in the **FORMAT 2.2**.

7. TIMELINES

7.1. The Central Agency shall grant/undertake registration of those generating facilities which are proposed to be commissioned within period not exceeding 3 months from the date of 'Application for Registration' made by the applicant.

7.2. Once received, the Central Agency shall inform the applicant with regard to the incompleteness of the application within 2 working days.

7.3. The applicant shall furnish the details as requested by the Central Agency within 7 working days so as to enable Central Agency to undertake the registration of the generating facility.

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

7.5. The process of registration by the Central Agency shall normally be completed within 15 working days from the date of receipt of complete information by Central Agency.

7.6. Upon grant of registration, the Applicant shall pay the applicable charges for Registration within period of 15 days from date of grant of Registration.

8. FEES AND CHARGES

The fees and charges³ towards processing of application and undertaking registration shall be as mentioned below,

- One time Registration Processing Fees: Rs._____/ - per application shall be payable at the time of submitting application for registration to Central Agency.
- One time Registration Charges: Rs._____/ - per application shall be payable upon grant of registration.
- Annual Charges for Registration: Rs._____/ - per annum per application shall be payable by April 10, for each fiscal year (or each anniversary date for date of initial registration).
- Registration Charges for Revalidation/extension of validity: Rs._____/ - per application shall be payable at the time of revalidation/ extension of validity of existing registration at the end of five years.

All fees and charges shall be payable by way of Demand Draft or through Electronic Clearing System drawn in favour of _____(Name of Central Agency) payable at New Delhi.

9. 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,

- 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 CERC REC Regulations;
- 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;
- where the Eligible Entity fails within the period required in this behalf by the Central Agency -

³ As notified by the Central Electricity Regulatory Commission from time to time

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

Consequences for Event of default:

9.2. Occurrence of any of the event of default by Eligible Entity shall result into revocation of Registration granted to such Eligible Entity for that RE Generation Project.

9.3. 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.

9.4. 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 RE Generation Project.

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

9.6. 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. POWERS TO REMOVE DIFFICULTIES

10.1. If any difficulty arises in giving effect to any provision of these Procedures or interpretation of the Procedures, the Central Agency may make such provisions or propose amendments, not inconsistent with the provisions of CERC REC Regulations, upon seeking due approval from Central Commission, as may appear to be necessary for removing the difficulty.

FORMAT 2.1

**APPLICATION FOR REGISTRATION OF RE GENERATING COMPANY AS
'ELIGIBLE ENTITY'**

Section A: Owner Details

Name of the Applicant

Type of the Applicant

*(Individual/HUF/Partnership/Ltd Co.
/Pot. Ltd. Co./Public Ltd. Co.)*

Postal Address of the Applicant

Town/Suburb

State

Postal Code

Primary Contact Name

(Name of Authorised Signatory)

Position

Phone

Fax

Mobile

E-mail Address

Appointed Person's Detail

(In case Owner is Appointed Person)

(This is generated automatically by the Online Application System)

Section B: RE Generating Station Details

Proposed Name of
Power Station (Unique Number)

Location of Power Station

Physical Address of the RE
Generating Station

Town/Suburb

State

Postal Code

Capacity of RE Generating Station (in
kW)

Configuration & number of units

Which Renewable Energy Resources
is/are utilised by the RE Generating
Station

Planned usage of Fossil Fuel ⁴
*(Provide Detail Description of type and
amount of fossil fuel usage planned)*

(This is generated automatically by the Online Application System)

⁴ *Demonstrate Compliance with the Eligibility Conditions as prescribed by MNRE/Competent Authority
Procedure For Registration Of Renewable Energy Generation Project By Central Agency*

Section C: Copy of Certificate of Accreditation from State Agency

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 Capacity ___MW, 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.

The validity of this certificate is mandated through ongoing surveillance.

Issue Date

Expiration Date

Certificate Number

Authorised Signatory of the Accreditation Agency
(Name and Address of the State Agency)

Section D: Commissioning Schedule

Date of Commissioning
(dd-mm-yyyy)
(or proposed RE Generation
Project, Commissioning Schedule)

Section E: Details of Fee& Charges

Name of the Bank:

Bank Draft Number/ECS Reference Number:

Date of Transaction:

Details of Amount Paid (Processing Fees):

FORMAT - 2.2

CERTIFICATE OF REGISTRATION

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, utilising _____ (*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

Authorised Signatory of Central Agency
(Address of the Central Agency)

**PROCEDURE FOR ISSUANCE OF RENEWABLE ENERGY
CERTIFICATE TO THE ELIGIBLE ENTITY BY
CENTRAL AGENCY**

1. OBJECTIVE

- 1.1. This procedure shall provide guidance to the entities to implement Renewable Energy Certificate mechanism as envisaged under Central Electricity Regulatory Commission (Terms and Conditions for recognition and issuance of Renewable Energy Certificate for Renewable Energy Generation) Regulations, 2010 notified by CERC, (hereinafter referred to as “**the CERC REC Regulations**”). This procedure shall be called ‘*Procedure for Issuance of Renewable Energy Certificates to the Eligible Entities*’.
- 1.2. This procedure is issued in compliance to the Regulation 3(3) of the CERC REC Regulations and prepared in order to implement the CERC REC Regulations to facilitate development of market in power from renewable energy sources by issuance of ‘**Renewable Energy Certificates (REC)**’.
- 1.3. Words and expressions used in these Procedures and not defined herein but defined in the Act, the CERC REC Regulations or any other Regulations issued by the Central Commission shall have the same meaning assigned to them respectively in the Act, the CERC REC Regulations or such other Regulations issued by the Commission.

2. APPLICABILITY AND SCOPE

- 2.1. This procedure shall be applicable to all Eligible Entities, who have received ‘Certificate of Registration’ from the Central Agency, and shall be eligible to avail Renewable Energy Certificates.
- 2.2. This procedure shall be applicable to the Central Agency while issuing the Renewable Energy Certificates to the Eligible Entities.

3. STEP-WISE DESCRIPTION OF THE PROCEDURE

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

3.1. Step-1: An application for issuance of Renewable Energy Certificate 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 and shall also submit the same information in physical form with the Central Agency. The application for issuance of certificate shall include (i) Energy Injection* Report duly certified by the concerned State Load Despatch Centre (ii) Registration Certificate and shall be made in the specified format (**FORMAT-3.1: “Application for Issuance of Renewable Energy Certificates to the Eligible Entities”**). The application shall be accompanied by applicable fee & charges towards issuance of certificates as determined by CERC from time to time. While making application for issuance of RECs, the Applicant (Eligible Entity) shall quote the unique Registration Number assigned to it by Central Agency at the time of registration.

Note :- Injection shall include self consumption of the Captive Power Plant if it is separately metered and measurable

3.2. Step-2: The Central Agency shall assign an acknowledgement number to the Eligible Entity for its registered application request for issuance of Renewable Energy Certificates, referring to Unique Number assigned to the concerned Eligible Entity at the time of registration, for any future correspondence.

3.3. Step-3: After receipt of application in physical form for issuance of renewable energy certificates from the Eligible Entity, the Central Agency shall undertake a preliminary scrutiny within 2 working days to ensure that the Application Form is complete in all respect along with necessary documents and applicable fees and charges. As part of preliminary scrutiny, the Central Agency shall ensure fulfilment of following conditions:

- a) The application is made in the format specified by the Central Agency from time to time.
- b) The status of Accreditation of the Eligible Entity with the Central Agency has not expired.

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- c) The status of Registration of the Eligible Entity with the Central Agency has not expired.
 - d) The duly certified Energy Injection report by the concerned State Load Despatch Centre is attached for the same period for which application is made towards issuance of Renewable Energy Certificate by the Eligible Entity.
 - e) The application is accompanied with fees & charges.

3.4. Step-4: After conducting the preliminary scrutiny, the Central Agency shall intimate in writing to the Applicant for submission of any further information or seek clarification, if necessary, to further consider the application for issuance of Renewable Energy Certificates or reject application. The reasons for rejecting the application for issuance of Renewable Energy Certificates shall be recorded and intimated to Applicant in writing within 2 working days from date of receipt of the completed application by Central Agency.

3.5. Step-5: 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 in respect of concerned Eligible Entity.
- c) Details of fee & charges made for issuance of certificates.
- d) Confirmation of Compliance Auditor report, if any.

Step-6: The Central Agency shall only issue Renewable Energy Certificates to the Eligible Entity after confirming, the claims made by the Eligible Entity, with the Energy Injection Report submitted by the SLDC. In case of any

discrepancy, in the Energy Injection Report enclosed by the Eligible Entity along with Application and regular Energy Injection Report received by Central Agency from concerned State Load Despatch Centre, the information contained in regular Energy Injection Report furnished by concerned State 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 Energy Injection Report by concerned State 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 before issuance of the Renewable Energy Certificates. The denomination of each REC issued would be as per the CERC REC Regulations and 1 REC would be taken as equivalent to 1 MWh of energy 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 CERC REC Regulations.

3.6. Step-7: The Central Agency shall issue the Renewable Energy Certificates to the Eligible Entity within fifteen (15) days from the date of receipt of application form along with complete information necessary for processing of application for issuance of RECs.

3.7. Step-8: 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 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.

3.8. Step-9: Upon issuance of RE Certificates to Eligible Entity, the Central Agency shall also intimate about such issuance to the concerned State Agency.

4. FUNCTIONS, ROLES AND RESPONSIBILITIES OF ENTITIES INVOLVED

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

4.1. Eligible Entity

- a. The Eligible Entity shall apply for issuance of Renewable Energy Certificates in the format specified by the Central Agency.
- b. In case the Eligible Entity is connected with the transmission network, it shall coordinate with the concerned State Transmission Utility/State Load Despatch Centre for record of meter readings and energy injection report corresponding to electricity generated by the said renewable energy project.
- c. In case the 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 renewable energy project.
- d. Comply with the duties and obligations specified by the Central Agency.
- e. Comply with the directions, duties and obligations specified by the Appropriate Commission in this regard, from time to time.
- f. Pay fee and charges, as determined by the CERC from time to time, to Central Agency for issuing renewable energy certificates.
- g. Whenever there is a change in the legal status of the eligible entity (e.g. change from partnership to company), the eligible entity shall immediately intimate the concerned State Agency and the Central Agency about the said change and apply afresh for Accreditation by the concerned State Agency and Registration by the Central Agency. In all other cases involving a change in the name of the eligible entity, only the name of the entity shall be updated with the records of the State Agency and the Central Agency based on the intimation (supported by relevant documents) given by the eligible entity.

4.2. State Load Despatch Centre

- a. Follow Indian Electricity Grid Code and State Grid Code for the purpose of accounting renewable energy injected into the grid.

- b. In case the Eligible Entity is connected to the transmission network, maintain the record of meter readings and communicate the energy injection report for each accredited RE project of the registered Eligible Entity within State to the Central Agency on monthly basis.
- c. In case the Eligible Entity is connected to the distribution network of Distribution Utility, establish protocol for receipt of information and maintenance of the record of meter readings for such RE projects. Further, arrange to communicate injection report for each accredited RE project of the registered Eligible Entity within State to the Central Agency on monthly basis.
- d. Communicate renewable energy injected into the grid for each accredited RE project of the registered Eligible Entity within State to the State Agency.

4.3. Distribution Licensee

- a. In case of RE projects connected to the distribution network, the concerned distribution licensee shall undertake joint meter reading (along with concerned RE Generator) and maintain energy accounting information of such Renewable Energy Generator on monthly basis.
- b. In case renewable energy generator is connected with the network of the distribution licensee, submit energy injection report to the concerned SLDC on monthly basis.

4.4. Central Agency

- a. Comply with the directions issued by the Central Electricity Regulatory Commission from time to time.
- b. Verify the claim made by the Eligible Entity in its application with the energy injection report submitted by the concerned SLDC.

4.5. Compliance Auditors

- a. Comply with the duties and obligations specified by the CERC.
- b. Upon undertaking detailed investigation/audit, submit the report on revocation of Registration of the Eligible Entity, if necessary, to the Central Agency/Central Commission.

5. INFORMATION REQUIREMENT - APPLICATION FORM & CONTENT

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

- Renewable Energy Injection Report submitted by the concerned SLDC.
- 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'.
- Details of Fee and Charges
- Compliance Auditor report, if any.

6. REPORTING REQUIREMENT: FORMAT FOR RE CERTIFICATE

The Central Agency shall issue the renewable energy certificates to the Eligible Entity in the format as elaborated in the **FORMAT 3.2**.

7. TIMELINES

7.1. The Eligible Entity shall apply for issuance of renewable energy certificates within three (3) months from the month in which renewable energy was generated and injected into the electricity grid after issuance of the monthly energy injection report by the concerned SLDC.

For example, in the month of May, the applicant may apply for issuance of RECs for the months of February, March and April. However, since the monthly injection report for May would not be available with the Central Agency before month end, application for issuance of RECs against energy injected during May can be made on a fortnightly basis in the subsequent three months.

7.2. The application for issuance of Renewable Energy Certificates may be made on a fortnightly basis, i.e., on the first day of the month or on the fifteenth day of the month.

7.3. The Central Agency shall issue the renewable energy certificates to the Eligible Entities within fifteen (15) days from the date of 'application for issuance' made by the Eligible Entity along with requisite information complete in all respect.

7.4. The Central Agency shall inform the applicant with regard to the incompleteness of the application within two working days.

7.5. The Eligible Entity shall furnish the additional information or respond to clarification as sought by the Central Agency within 5 working days so as to enable Central Agency to issue certificates in timely manner.

7.6. In case the Eligible Entity fails to furnish the information requested within the stipulated time frame, the Central Agency shall 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 RECs

8. FEES AND CHARGES

The fees and charges¹ towards processing of application and issuing the RE certificates shall be as mentioned below:

- Application Processing Fees: Rs. _____/- shall be payable at the time of submitting application for issuance of RECs to Central Agency.

All fees and charges shall be payable by way of Demand Draft or through Electronic Clearing System drawn in favour of _____ (Name of Central Agency) payable at New Delhi.

9. EVENT OF DEFAULT AND CONSEQUENCES THEREOF

¹ As notified by the Central Electricity Regulatory Commission from time to time

9.1. It will be the responsibility of the State Agency to ensure that the Renewable Energy Generator, registered under the REC Scheme, is abiding with the directions given to it from time to time.

9.2. Necessary penal actions or measures may be initiated by State Agency/Central Agency for revocation of accreditation/registration in such cases through separate process.

10. POWERS TO REMOVE DIFFICULTIES

10.1. If any difficulty arises in giving effect to any provision of these Procedures or interpretation of the Procedures, the Central Agency may make such provisions or propose amendments, not inconsistent with the provisions of CERC REC Regulations, upon seeking due approval from Central Commission, as may appear to be necessary for removing the difficulty.

FORMAT 3.1

APPLICATION FOR ISSUANCE OF RENEWABLE ENERGY CERTIFICATE

Section A: Energy Injection Report

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

<i>Sr. No.</i>	<i>Item</i>	<i>Data</i>
1	<i>Registration Number of the Applicant</i>	
2	<i>Name of the Applicant</i>	
3	<i>Energy Injection Period (Month & Year)</i>	<i>Month:</i> <i>Year:</i>
4	<i>Name of the concerned Licensee</i>	
5	<i>A. Total Quantity of Energy Injection (MWh) during the Month*</i>	
	<i>B. Quantum of Energy sold under preferential tariff)</i>	
	<i>C. Quantum of Energy eligible for issuance of RECs (MWh) (A - B)</i>	
	<i>D. Quantum of Energy For which RECs have been already been issued (MWh)</i>	
	<i>E. Quantum of Energy For which issuance of RECs is requested (MWh)</i>	
	<i>E. Quantum of Balance Energy (MWh) eligible for issuance of REC (C - D -E)</i>	

Date:

(Sign and Seal)

Name of the Signatory Authority:

***If RE Generating Station, has no separate metering, but has part generation tied up under preferential tariff PPA & remaining generation under REC Mechanism then the entire RE generation shall be treated on pro-rata basis.**

Section B: Registration Certificate (To ascertain validity)

CERTIFICATE OF REGISTRATION

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, utilising _____ (*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

Authorised Signatory of Central Agency

(Address of the Central Agency)

Section C: Details of Fee& Charges

Name of the Bank:

Bank Draft Number/ECS Reference Number:

Date of Transaction:

Amount Paid:

Section D: Compliance Auditor Report (if applicable)

This is to certify that _____ (*Name and Registration Number of the Applicant, if applicable*) having its RE generating station 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 Recognition and Issuance of Renewable Energy Certificate for Renewable Energy Generation) Regulations, 2010.

(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 wilful and prolonged default in activities required to be carried out by it as per CERC 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 3.2

RENEWABLE ENERGY CERTIFICATE (SAMPLE)

This certifies the issuance of One Renewable Energy Certificate to

_____ (Name of the Eligible Entity)

representing One MWh of Green Power Generated from

_____ (Location of the Plant)

Certificate Number(s) (MH-WE-0910-XXXX-YYYYABCD)



(National Load Despatch Centre)

Date of Issue : _____

Expiration Date : _____

(Name of the Signatory Authority)

PROCEDURE FOR REDEMPTION OF RENEWABLE ENERGY CERTIFICATE

1. INTRODUCTION

- 1.1. This procedure shall provide guidance to the entities to implement Renewable Energy Certificate mechanism as envisaged under Central Electricity Regulatory Commission (Terms and Conditions for recognition and issuance of Renewable Energy Certificate for Renewable Energy Generation) Regulations, 2010 notified by CERC, (hereinafter referred to as “the CERC REC Regulations”). This procedure shall be called ‘*Procedure for Redemption of Renewable Energy Certificates*’.
- 1.2. This procedure is issued in compliance to the Regulation 3(3) of the CERC REC Regulations and prepared in order to implement the CERC REC Regulations to facilitate development of market in power from renewable energy sources by issuance of ‘**Renewable Energy Certificates (REC)**’.
- 1.3. Words and expressions used in these Procedures and not defined herein but defined in the Act, the CERC REC Regulations or any other Regulations issued by the Central Commission shall have the same meaning assigned to them respectively in the Act, the CERC REC Regulations or such other Regulations issued by the Commission.

2. APPLICABILITY AND SCOPE

- 2.1. This procedure shall be applicable to the Eligible Entity that chooses to place the RECs for dealing in any of the Power Exchanges as the Certificate holder may consider appropriate.
- 2.2. This procedure shall be followed by the Central Agency and Power Exchange(s) while facilitating redemption of the renewable energy certificates.

3. STEP-WISE DESCRIPTION OF THE PROCEDURE

The basic procedure for redemption of renewable energy certificates shall include following steps:

- 3.1. STEP 1:** The Eligible Entity shall place for dealing of renewable energy certificates, both 'Solar' and 'Non-Solar' Certificates, on any Power Exchange authorised to deal in renewable energy certificates by CERC. The total quantity of Certificates ('Solar' and 'Non-Solar' separately) 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. The renewable energy certificates shall be dealt in the Power Exchange within the price band as specified by CERC from time to time.
- 3.2. STEP 2:** During the time the bidding window opens in the Power Exchange, the eligible entities shall place their offers and the buyers¹ shall place their bids through the trading platform of the respective Power Exchange.
- 3.3. STEP 3:** 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).
- 3.4. STEP 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 both 'Solar' and 'Non-Solar' 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.
- 3.5. STEP 5:** The Power Exchange(s) shall work out the Market Clearing Price and the Market Clearing Volume taking into account the advise 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.

¹ Buyers mean Obligated Entities as well as Voluntary buyers.

4. FUNCTIONS, ROLES AND RESPONSIBILITIES OF ENTITIES INVOLVED

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

4.1. Eligible Entity

- a. Comply with the duties and obligations specified by the Central Agency.
- b. Follow directions given by the Appropriate Commission from time to time.
- c. Place for dealing of renewable energy certificates to Power Exchange(s) in timely manner.

4.2. Power Exchange

- a. Accept RE certificates for dealing on Power Exchange.
- b. Issue Rules & Byelaws for dealing of RECs on Power Exchange subject to due approval from CERC.
- c. Propose mechanism for price discovery for RECs on Power Exchange and seek Approval of CERC for the same.
- d. Collect proceeds from the sale of certificates if and as directed by CERC, for the purpose of capacity building of State Agency, and transfer to the CERC or any such agency as may be directed by the CERC.
- e. Issuance of Certificate for purchase of REC to the buyers.

4.3. Central Agency

- a. Formulate protocol for sharing of information related to renewable energy certificate transactions in 'electronic form' with Power Exchange(s)
- b. Maintain records and settlement accounts with respect to renewable energy certificate transactions based on information received from Power Exchange(s).
- c. Maintain record of REC issuance and sale for each registered Eligible Entity.
- d. Act as a depository for transactions of RE certificates.

5. INTERFACING AND INFORMATION EXCHANGE

- Various activities outlined under this Procedure shall be undertaken on 'Electronic Form' to the extent feasible. It is envisaged that Central Agency shall devise appropriate information sharing protocol for sharing/exchange of information with State Agency, Power Exchange(s), Eligible Entities, as may be necessary for implementation of this Procedure. Data exchange between the Central Agency and the Power Exchange(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.
- Power Exchange(s) will issue a Certificate of purchase of REC.

6. TIMELINES

- 6.1. For the purpose of dealing of RECs on Exchanges, Power Exchanges shall consider all RE certificates issued by Central Agency and valid for period of 365 days from date of issuance..
- 6.2. In accordance with the Rules/Byelaws approved by the CERC, monthly auction of RECs shall be undertaken for discovery of Price on Power Exchange. All valid and eligible offers for RECs received for dealing on Power Exchange shall be considered for Auction purpose to be carried out on the last Wednesday of every month. The frequency of auctioning may be reviewed and changed from monthly to fortnightly or weekly basis in due course depending on volume of REC transactions/number of participants on Power Exchange.
- 6.3. 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 auction.

- 6.4. 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.
- 6.5. 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 both 'Solar' and 'Non-Solar' 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.
- 6.6. 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 by 17:00 Hrs.
- 6.7. 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. FEES AND CHARGES

The fees and charges towards transaction of RE certificate on the Power Exchange to be collected by Power Exchange(s) shall be as mentioned below,

- Fee towards transaction of Renewable Energy Certificates on Power Exchange: Rs. _____ per RE Certificate.

All fees and charges shall be payable by way of Demand Draft/ECS drawn in favour of _____ (Name of Central Agency) payable at New Delhi.

8. EVENT OF DEFAULT AND CONSEQUENCES THEREOF

- 8.1. An event of default would be deemed 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.

- 8.2. 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.
- 8.3. 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.
- 8.4. 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. POWERS TO REMOVE DIFFICULTIES

- 9.1. If any difficulty arises in giving effect to any provision of these Procedures or interpretation of the Procedures, the Central Agency may make such provisions or propose amendments, not inconsistent with the provisions of CERC REC Regulations, upon seeking due approval from Central Commission, as may appear to be necessary for removing the difficulty.