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CE (SPD)/ RTS/ National Portal/ 03111

Date: 03.02.2023

To,

All Chief Engineer (O&M), MSEDCL

All Superintending Engineers (O&M) MSEDCL.

Sub: Consolidated Guidelines for procedure to be completed for applications registered on National Portal for rooftop Solar Programme Ph-II.

Ref: 1) RFP No: MSEDCL/COMM/2021/PHASE-II RTS/T-01 dtd.13-10-2021(Version-3)
2) MNRE/Office Memorandum F. No. 318/6/2022-GCRT dtd.10-06-2022
3) TOL no.CE(SPD)/ RTS/24904 dtd. 23.09.2022,
4) TOL no.CE(SPD)/ RTS/24904 26136 dtd. 04.10.2022and 27293 dtd. 18.10.2022
5) MNRE OM 318/6/2022-GCRT dtd. 29.11.2022
6) MNRE OM 318/6/2022-GCRT dtd. 19.12.2022

Guidelines for implementation of Simplification of Procedure for Rooftop Solar Programme Ph-II for newly Launched National Portal regarding Empanelment of agency, Bank Guarantee requirement, Application for RTS, Quality Assurance, Eligibility of Consumer etc. already issued vide letter under Ref. No. (3). Also Guidelines for procedure to be completed on National Portal for rooftop Solar Programme Ph-II for Login /approvals are issued vide letters under ref no. (4).

It has been observed that guidelines are not being followed by some offices in sequence. Hence, the consolidated guidelines to be followed for technical feasibility approval and Inspection approval on National portal for solar rooftop are again issued as below:

The development for integration with National portal is under process.

- Login ID of all Circles, Division and Sub-divisions have been created on National Portal and conveyed to all concerned.
- Till Integration of MSEDCL i-smart portal and National portal, Consumer has to re-apply on MSEDCL www.mahadiscom.in/ismart at 'Applied at National Portal Tab'. The applicant has to quote the reference code of National Portal on MSEDCL portal.
- It should be ensured that the applicant has applied on National Portal first and then on MSEDCL portal under tab 'Applied at National Portal'.
- First technical feasibility is to be approved on MSEDCL portal under 'Applied at National Portal' tab. After its approval only, technical feasibility to be approved on National portal for solar rooftop for this scheme only.

- After receipt of Installation of plant from consumer/vendor, MSEDCL officer will inspect system in accordance with technical criterion submitted by MNRE. Upon successful inspection, Net meter would be installed.
- Once the Net meter is installed, meter assignment to be approved by concerned officer on MSEDCL NC Portal.
- After approval on MSEDCL portal, MSEDCL officer will approve the installation details on National portal for concerned solar rooftop application.
- If consumer has applied at MSEDCL www.mahadiscom.in/ismart on Regular Non Subsidize or MNRE RTS Ph-II Subsidy tab for same capacity of RTS, its technical feasibility should not be approved on 'Applied at National Portal Tab' of MSEDCL Portal and should be rejected on National portal for solar rooftop.
- It should be ensured that for same consumer with same details of RTS should be processed for technical feasibility and Inspection approvals on only one subsidy scheme i.e. i) 50 MW tender or ii) National Portal for rooftop with initial approval on 'Applied at National Portal' tab in MSEDCL portal.
- It should be ensured that only those applications which are approved on 'Applied at National Portal' tab in MSEDCL portal are approved on National Portal. Other applications should not be approved on National Portal under any circumstances.

Additional information and instructions are as under:

- If it is observed that double subsidy (CFA) is disbursed to same consumer with same capacity, disciplinary action will be initiated along with recovery of subsidy(CFA) amount with penal interest.
- MNRE vide OM dated 29.11.2022 instructed that if at any stage it is observed that CFA has been released to a false/fake/non eligible consumer based on approval of DISCOM officers, the concerned DISCOM authorities will be advised to take appropriate action in such cases including recovery of entire CFA amount along with penal interest.
- All MSEDCL officers involved in the approval process on national portal are instructed not to share their user ID and password with anyone.
- Electricity (Right of consumer) Rules, 2020, notified by Ministry of Power, Govt. of India on 31.12.2020 and amendment in the rules issued on 28.06.2021. These rules mandates that the technical feasibility for installation of RE Plant have to be provided by the licensee within time period specified by respective state commission not exceeding 20 days. These rules also mandate that the metering and successful commission of RE Plant shall be done within the time line specified by the commission not exceeding 30 days from the submission of installation intimation by Prosumer (Consumer). Further, in case of delay on part of the licensee without any reasonable cause, the licensee is liable to pay compensation to the consumer at a rate which shall not be less than Rs. 500 per day for each the default.
- Several project applications have been approved/showed commissioned in the national Portal, wherein either the project has been installed before the launch of national Portal or the feasibility was approved way before the launch of National Portal. Details of such doubtful applications are returned by MNRE to concerned officer directly on national portal. These cases can be seen at "**returned installation application by MNRE**" under "**Solar Request**" tab at home page (**after DISCOM login**) of the National Portal.

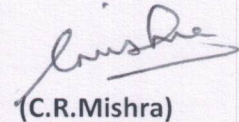
- The concerned MSEDCL officer should examine the authenticity of the cases returned to them as per the MNRE guidelines of simplified procedure/National Portal. The ineligible/test/false cases can be directly rejected by the MSEDCL officers through the option given in their National Portal account. MSEDCL officers have also been given an option to resubmit the genuine cases to MNRE, along with their comments/remarks, for further processing. These options can be accessed by clicking the “**view details**” tab of each application.

Further, for any difficulty in implementation of the scheme please contact, Chief Engineer (SPD) on certsho.msedcl@yahoo.com.

The above guidelines are to be followed scrupulously.

All Superintending Engineer (O&M) should convey the above guidelines to all concerned.

Encl : As above



(C.R.Mishra)
Chief Engineer (SPD)

Copy s.w. r. to:

- 1) The Director (Projects/Operations), Corporate Office Mumbai.
- 2) The Executive Director (Infra/Dist/IT&BR), Corporate Office Mumbai.
- 3) The Jt. MD / Regional Director, Aurangabad/Konkan/Nagpur/Pune.

F. No. 318/6/2022-GCRT
Government of India
Ministry of New and Renewable Energy

Atal Akshay Urja Bhawan,
Opp. CGO Complex, Lodhi Road,
New Delhi-110003
Dated 29th November 2022

Office Memorandum

Subject: Simplification of Procedure - Rooftop Solar Programme Ph-II.

This is in continuation to this Ministry's OM of even no. dated 02.02.2022 and 10.06.2022, vide which methodology for implementation of simplified procedure for installation of rooftop solar plants in the residential sector under Rooftop Solar Program Ph-II was conveyed.

2. Ministry has already started releasing applicable Central Financial Assistance (CFA) to the residential consumers for the rooftop solar plants installed under simplified procedure through National Portal www.solarrooftop.gov.in. Sample checking of the claims received on the National Portal has revealed following issues/discrepancies:

- a. The uploaded image of the electricity bills is distorted/blurred/non-legible and in some cases false electricity bill/other documents have been uploaded against the electricity bill still such applications have been approved by the DISCOM officials and reached to the CFA claim stage.
- b. Test/False applications have been submitted on the portal and such applications have been approved by the DISCOM officials and reached to the CFA claim stage.
- c. Name of the applicant does not match with the consumer's name mentioned in the electricity bill.
- d. The bank account details submitted for receiving CFA do not match with the name of the applicant.
- e. A number of rooftop solar plants installed either on the day of technical feasibility or within a day or two of issuance of technical feasibility.

3. As several test/false claims have been observed, Ministry has mailed the details of all claims received on the National Portal to the respective DISCOMs for confirmation on the authenticity of the claims and will be processed further for release of applicable CFA only after receipt of confirmation from the concern DISCOMs.

4. In this regard, all DISCOMs are hereby instructed to sensitize the field officers, responsible for issuing technical feasibility approvals, inspection of rooftop solar plants and issuing orders for net-metering, to ensure proper due-diligence before approving any process on the National Portal. The field officers/DISCOMs shall not submit and approve any test/fake cases on the National Portal. If it is observed, at any stage, that CFA has been released to a false/fake/non eligible consumer based on approval of DISCOM officers, the concerned DISCOM authorities will be advised to take appropriate action in such cases including recovery of entire CFA amount along with penal interest. All concerned officers of DISCOMs involved in the approval process on National Portal are also advised not to share their user ID &

passwords with anyone. In order to assist the field officers of DISCOMs, a stage wise checklist has been prepared and is attached as Annexure-I.

5. The DISCOMs would be eligible to claims service charges to the tune of 1% of total CFA released under simplified procedure of Rooftop Solar Programme Ph-II to the consumers of their operating area, at the end of each calendar year.


(J.K Jethani)
Sr. Director/ Scientist 'F'

To

1. CMD/MD/CEO, all DISCOMs
2. Uploading on National Portal

Copy to:

1. ACS/ Principal Secretary (Renewable Energy/Energy/Power), all States/UTs
2. Secretary, all SERCs/JERCs
3. Electricity Departments of Arunachal Pradesh/Nagaland/Mizoram/Sikkim/UTs
4. NIC, MNRE – for uploading on MNRE website

DISCOM Checklist for processing applications on National Portal

A. For issuance of Technical Feasibility Approval

1. Electricity bill should not be more than 6 months old as on the date of submission of online application and should be in the name of the applicant.
2. The uploaded image of electricity bill should be clear and legible. In case the uploaded image is distorted/mutilated/blurred, the applications shall be returned for correction.
3. The rooftop solar plant should not have been installed prior to the issuance of technical feasibility approval.
4. Any other document specified by the DISCOM in the National Portal.

B. For issuance of Commissioning Certificate after inspection and installation of Net-meter

1. Consumer-vendor agreement should be uploaded by the applicant while submitting online request for net-metering/inspection.
2. The name of vendor mentioned in the agreement shall be one of the registered vendors of DISCOM.
3. The solar modules used in the plant shall be one of the manufacturer in the updated ALMM list is available on National Portal.
4. Vendor has unloaded the Domestic Content Requirement (DCR) declaration from.
5. At the time of inspection, the presence of the vendor shall be ascertained.
6. The plant should have been installed as per the technical specification issued by MNRE. The specifications are available on National Portal.
7. The total capacity of solar module and solar inverter shall be same as mentioned in the online PCR submitted by the consumer.
8. Any previous RTS capacity installed in the same premises shall also be noted during inspection.
9. The uploaded image of the plant and beneficiary should be as per the sample/specimen available on the National Portal.
10. Any other document specified by the DISCOM

F. No. 318/6/2022-GCRT
Government of India
Ministry of New and Renewable Energy

Atal Akshay Urja Bhawan
Opp. C.G.O Complex, Lodhi Road,
New Delhi-110003
Dated 19 December 2022

Office Memorandum

Subject: Installation of Rooftop Solar - Compliance of Electricity (Right of Consumers) Rules, 2020 reg.

This refers Electricity (Right of Consumers) Rules, 2020, notified by the Ministry of Power, Government of India on 31.12.2020 and further amendments in the Rules issued on 28.06.2021 (copy enclosed).

2. According to these Rules, a consumer has right to set up Renewable Energy (RE) generation systems including Rooftop Solar (RTS) Photovoltaic Systems and become Prosumer. The Rules also provide for Distribution Licensee to facilitate the process for setting up a RE generation system at Prosumer's premises for which the Licensee has to create an online portal and mobile app providing detailed information of the complete process with application tracking mechanism. These Rules mandate that the technical feasibility for installation of RE plant have to be provided by the Licensee within time period specified by the respective State Commission, not exceeding 20 days. These Rules also mandate that the metering and successful commissioning of the RE plant shall be done within the timeline specified by the commission, not exceeding 30 days from the submission of installation intimation by the Prosumer. Further, in case of delay on part of the Licensee without any reasonable cause, the Licensee is liable to pay compensation to the consumer at a rate which shall not be less than Rs.500 per day for each day of default. In addition, the Licensee will have to pass on the financial incentives to the Prosumers, as being provided under various schemes and programmes of the Central/State Government.

3. These Rules also mandates the respective State/UT Electricity Regulatory Commission to notify the Standards of Performance (SOPs) and determine the compensation amount to be paid to the consumers by the Licensees for violation of SOPs as per sub-section (2) of Section 57 of the Electricity Act, 2003 and notify the regulations for compensation mechanism within six months from the notification of Rules.

4. Ministry of New and Renewable Energy has issued simplified procedure for installation of Rooftop Solar in the residential consumer premises. To implement this simplified procedure, a National Portal has been developed, which was launched by Hon'ble Prime Minister on 30.07.2022. The process flow adopted in National Portal is in line with the Electricity (Right of Consumers) Rules, 2020. The National Portal has facility to track the complete process from application registration to release of subsidy for installation of rooftop solar system by an individual household or group housing society/residential welfare association. Since launch of the

Portal more than 79000 residential consumers have registered on the portal and more than 31000, consumers have applied for installation of rooftop solar in the residential sector. It has been observed that against these more than 31000 applications received on National Portal, technical feasibility approval has been given to only around 6500 consumers. It has been observed that contrary to provision in the Rules of providing technical feasibility within 20 days, some Distribution Licensees are yet to initiate the technical feasibility approval process and the applications received on the National Portal are pending for more than 2-3 months. Such delays are not only de-motivating the consumers willing to contribute in the national goal of achieving 500 GW capacity in India from non-fossil sources by 2030 but are also contrary to the provisions of Electricity (Right of Consumers) Rules, 2020.

5. In view of the above, respective State/UT Electricity Regulatory Commission are requested to notify SOPs and regulations as required under the Rules and mentioned at para 3 above. The Distribution Licensee are requested to issue suitable directions to all field officers ensuring technical feasibility approval and metering of the rooftop solar plant within the specified timelines and also fix responsibilities of officers in case of noncompliance of SOPs and regulations notified as per provisions of these Rules.

Enclosed: As above.


(J.K. Jethani)
Scientist-F/Senior Director

To

1. Secretary, SERCs of all States/UTs
2. CMDs/MDs/CEOs/Heads of DISCOMs/Electricity Departments of all States/UTs

Copy to

1. Secretary, Ministry of Power, Government of India, SS Bhawan, New Delhi-110001
2. Chairman, Forum of Regulators, CERC, 3rd & 4th Floor, Chanderlok Building, 36, Janpath, New Delhi- 110001
3. Chairman, Central Electricity Authority, Sewa Bhawan, R K Puram, New Delhi -110066
4. ACS/Principal Secretary (Renewable Energy/Energy/Power) of all States/UTs