

No. 283/54/2018-GRID SOLAR

भारत सरकार / Government of India

नवीन और नवीकरणीय ऊर्जा मंत्रालय/ Ministry of New & Renewable Energy (MNRE)

ग्रिड सौर ऊर्जा प्रभाग / Grid Solar Power Division

ब्लॉक संख्या 14, केंद्रीय कार्यालय परिसर,

लोदी रोड, नई दिल्ली - 110003

Block No. 14, C.G.O. Complex,
Lodi Road, New Delhi – 110003

Date: 28th March, 2019

OFFICE MEMORANDUM

Subject:- Guidelines for enlistment under “Approved Models and Manufacturers of Solar Photovoltaic Modules (Requirements for Compulsory Registration) Order, 2019.

1. Background

- 1.1 The Ministry of New & Renewable Energy has issued Approved Models and Manufacturers of Solar Photovoltaic Modules (Requirements for Compulsory Registration) Order (ALMM) dated 2nd January, 2019.
- 1.2 The order provides for LIST-I, specifying models and manufacturers of Solar PV Modules and LIST-II, specifying models and manufacturers of Solar PV Cells.
- 1.3 These Guidelines are being issued to provide procedural framework for the implementation of MNRE’s “Approved Models and Manufacturers of Solar Photovoltaic Modules (Requirements for Compulsory Registration) Order, 2019.
- 1.4 Before inclusion in the ALMM List, a team of Ministry of New and Renewable Energy or any agency authorised for this purpose has to conduct an inspection of the manufacturing facility of the manufacturers whose models have been registered/certified by BIS as per the “Solar Photovoltaics, Systems, Devices and Components Goods (Requirements for Compulsory Registration) Order, 2017”, or any amendment thereof, or any order issued in supersession of this order. During the inspection, the team has to examine the production and sale records of the company to ensure that the solar cells and modules being supplied are indeed made in the unit. The inspection team will also ascertain, as far as possible, that there are no contractual violations on part of the applicant in supply of solar PV cells/ modules.

2. Implementation Support Agency

- 2.1 National Institute of Solar Energy (NISE), [Address: Gurgaon - Faridabad Highway, Gwal Pahari, Gurgaon - 122 003, Haryana, India], an autonomous body under Ministry of New & Renewable Energy and the apex national R & D institute in the field of Solar Energy, shall be the Implementation Support Agency, entrusted with processing of applications, carrying out inspections, verifications and quality checks on behalf of MNRE.
- 2.2 All the ALMM related work in NISE shall be dealt by an ALMM CELL in NISE. The ALMM Cell under NISE would be kept at an arms distance to the division in NISE in charge of testing of solar equipment, so as to avoid conflict of interest.



- 2.3 The ALMM related inspections shall be carried out by NISE, and the inspection team may comprise of officials from NISE, MNRE and any other agency as required from time to time.
- 2.4 In case of applicants, where the NISE lab facilities have been used for the purpose of testing of modules, as required under BIS, then in order to avoid any conflict of interest, the inspection team for such modules under ALMM Order, may not have officials from NISE.

3. Application Fees

- 3.1 The application fee for one model of module /cell shall be Rs. 5,000/- per MW of the total installed manufacturing capacity for solar PV modules and Rs. 5,000/- per MW of the total installed manufacturing capacity for solar PV cells, of the applicant.
- 3.2 The "model" as mentioned in (3.1) above, refers to modules / cells of same nominal power output rating. All BIS approved modules/ cells of the applicant with same nominal power output rating shall be treated as one model.
- 3.3 In case the application consists of multiple models, the application fee shall be as per 3.1 above for one model and additional 10% of this for every additional model.

(eg. If an applicant having total installed manufacturing capacity of solar PV modules as 100MW, applies for enlistment of its 3 different models of modules, the application fee shall be $5,000 \times 100 + 5,000 \times 100 \times 0.1 + 5,000 \times 100 \times 0.1 = \text{Rs. } 6,00,000/-$)

- 3.4 In case, an applicant is already enlisted, for a particular model of solar PV module/cell and applies for enlistment of another model of Solar PV module/cell, then the application fee for such additional models shall be 10% of the prevailing normal application fee. However, the enlistment of additional models shall not have any effect on the validity of original enlistment/renewal thereof. The validity of enlistment shall expire on the same date for all the models of an applicant.
- 3.5 The application fees can be paid to the account of National Institute of Solar Energy (NISE), in the A/C No., as specified by NISE, by way of NEFT/ RTGS, net-banking or any other permitted modes of online payment.

4. Inspection Fees

- 4.1 In addition to the application fees, the applicant is also required to pay the charges for inspection of the Applicant's premises, by way of an inspection fee, for covering the cost of travel, accommodation and other allowances, as per GOI rules for both domestic and international deputation of the inspection team. The inspection fee shall be payable before the actual inspection, as and when informed by the ALMM Cell to the applicant.
- 4.2 The Quantum of Inspection Fees, for each inspection, shall be as follows:

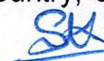


LOCATION OF MANUFACTURING SITE	INSTALLED CAPACITY (MW)	INSPECTION FEE (Rs.)
For units situated in SAARC (South Asian Association for Regional Cooperation) countries:	Upto 100 MW	5 Lakhs
	More than 100 MW & upto 250 MW	10 Lakhs
	More than 250 MW	15 Lakhs
For units situated in Non SAARC countries	For all capacities	30 Lakhs

- 4.3 In case, the applicant has multiple manufacturing sites, or that the applicant is sourcing his finished product (cells / modules for which the application has been made) from some other manufacturer(s) and selling the same under his own brand name, in all such cases, all the manufacturing sites including the applicant's own manufacturing site(s), shall be subjected to inspection. The inspection fee, for one site shall be as per para 4.2 above and for each additional site, the inspection fee shall be 50% of that mentioned in para 4.2 above for each site, for all such sites in the same country. In case the additional site(s) are in different countries then the inspection fee for such sites shall be as per para 4.2 above, for each site to be inspected.
- 4.4 In cases involving preliminary inspections, the inspection fees, as per 4.2 & 4.3 above, is to be paid separately for preliminary inspection and the final inspection.
- 4.5 The inspection fees can be paid to the account of National Institute of Solar Energy (NISE), in the A/C No., as specified by NISE, by way of NEFT/ RTGS, net-banking or any other permitted modes of online payment.

5. Procedure

- 5.1 The applications for inclusion/ renewal in ALMM have to be submitted to ALMM Cell, Ministry of New & Renewable Energy (MNRE), Block-14, C.G.O. Complex, Lodi Road, New Delhi-110003, INDIA.
- 5.2 While applying, the Applicant manufacturers have to submit, apart from applicable fee, documentary evidence of their financial and physical manufacturing capabilities, ranging over the previous three years, or the period of existence of such units, whichever is less. The evidence would include the details of purchase of raw materials, production & sales details, profit & loss account, statement of assets & liabilities etc.
- 5.3 The applications along with the applicable fees (or the acknowledgement of having paid the applicable fees) and the documents submitted with the application shall be transferred to ALMM cell of the Implementation Support Agency for further processing.
- 5.4 Wherever such details as required at Para 5.2 above, are also required to be submitted as statutory requirements under different laws/regulations in the Country (eg. Company's Act, Income Tax Act, GST Act etc.), and are already being subjected to scrutiny, such documentary evidence may be taken as sufficient for the purpose of preliminary assessment.
- 5.5 Wherever such details, as required at Para 5.2 above, are not being submitted as statutory requirements under different laws/regulations in the Country, or that these



units are operating beyond the jurisdiction of Indian Laws, where necessary documentary evidence may not be available for the purpose of preliminary assessment, in all such cases, the applicant's unit(s) shall be first subjected to Preliminary Inspection by the Implementation Support Agency, on payment of necessary inspection charges as stipulated in Para 4 above.

- 5.6 In cases involving preliminary inspection, after satisfactory verification of the physical establishment and operations of the unit, the applicant shall be required to submit details, on monthly basis, for the next one year, of purchase of raw materials, production & sale of finished goods, bank statement(s) reflecting such transactions of sale and purchase, satisfactory performance recommendation certificate(s) from their buyer(s) and also solvency certificate from their banks.
- 5.7 All such units where the preliminary assessment has been done, and where it is found that there are no major operational issues, performance related defaults or breach of contractual obligations, the units shall qualify for site inspection. The applicant's unit(s) shall then be subjected to Inspection by the Implementation Support Agency, on payment of necessary inspection charges as stipulated in Para 4 above.
- 5.8 The manufacturers, willing for enlistment, shall apply for the same in the prescribed Application Format. Separate applications to be submitted for each model.
- 5.9 The processing of applications and inspection/pre-inspection shall be as per the ALMM Order.
- 5.10 In order to bring in speed and transparency, the application should be submitted online through dedicated portal along with hard copy of documents submitted separately. Till the time, such portal is not developed, the receiving and transferring of applications may be based on hard copies.
- 5.11 The following certified documents/ information, duly signed by Authorised Signatory, shall be provided with the Application.
- i. Copy of Certificate of Incorporation.
 - ii. Document authorising the Signatory to sign the Application.
 - iii. Copy of BIS registration/ certification, as applicable.
 - iv. Copy of Certificates declaring Standards from Accredited Labs of BIS.
 - v. Affidavit and Indemnity Bond in the prescribed format signed by Authorised Signatory and attested by Judicial Magistrate or Executive Magistrate or Notary Public.
 - vi. Documents as required at 5.2 above.
- 5.12 The approved list of Models and Manufacturers (LIST-I & LIST-II) will be uploaded on the MNRE website and will be quarterly updated.
- 5.13 The enlistment shall be valid for a period of two years from the date of enlistment and can be renewed thereafter following the procedure laid down in these Guidelines.

6. Quality Checks

- 6.1 The models and the manufacturers so enlisted, shall be subjected to random quality checks/ tests, including inspection of manufacturing premises and in case of any failure or non-compliance by the enlisted manufacturer, they shall be removed from the Approved List of Models and Manufacturers (ALMM).



6.2 The inspection / examination of the production and sale records of the enlisted units may also be carried out, if required, to check any complaints. In such cases, the cost incurred in carrying out such inspection/audit have to be reimbursed by the enlisted unit within one month of such inspection/ audit, failing which the unit shall be removed from the ALMM lists.

7. Renewal of enlistment in ALMM.

7.1 The renewal of enlistment in ALMM shall follow the same procedure as required for fresh enlistment. While the renewal fee has been kept at 50% of the prevailing application fee for fresh enlistment, all other conditions, procedures, inspection fee, etc. applicable for fresh enlistment shall be applicable for renewal.

7.2 While applying for renewal, the applicant manufacturers have to submit, apart from renewal applicable fee, all other relevant documents that are required for fresh application for enlistment.

7.3 After renewal, the enlistment is extended by another two years. In line with para 3.4 above, any enlistment or renewal of additional models shall have no bearing on this validity.

8. Standard Application Format and Standard Inspection Report Format.

8.1 These can be downloaded from website of NISE.



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To: All concerned

Copy to: Director (Technical), NIC, MNRE, for uploading on MNRE Website

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Block No. 14, C.G.O. Complex,
Lodi Road, New Delhi – 110003

Date: 12th June, 2019

OFFICE MEMORANDUM

Subject:- Guidelines for enlistment under “Approved Models and Manufacturers of Solar Photovoltaic Modules (Requirements for Compulsory Registration) Order, 2019: Amendment – reg.

The undersigned is directed to refer to this Ministry’s Guidelines dated 28.03.2019, for enlistment under “Approved Models and Manufacturers of Solar Photovoltaic Modules (Requirements for Compulsory Registration) Order, 2019, and to state that para 3 thereof stands modified as follows:

Existing Provision	Modified Provision
<p>3. Application Fees</p> <p>3.1 The application fee for one model of module /cell shall be Rs. 5,000/- per MW of the total installed manufacturing capacity for solar PV modules and Rs. 5,000/- per MW of the total installed manufacturing capacity for solar PV cells, of the applicant.</p> <p>3.2 The “model” as mentioned in (3.1) above, refers to modules / cells of same nominal power output rating. All BIS approved modules/ cells of the applicant with same nominal power output rating shall be treated as one model.</p> <p>3.3 In case the application consists of multiple models, the application fee shall be as per 3.1 above for one model and additional <u>ten percent (10%)</u> of this for every additional model.</p> <p>(eg. If an applicant having total installed manufacturing capacity of solar PV modules as 100MW, applies for</p>	<p>3. Application Fees</p> <p>3.1 The application fee for one model of module /cell shall be Rs. 5,000/- per MW of the total installed manufacturing capacity for solar PV modules and Rs. 5,000/- per MW of the total installed manufacturing capacity for solar PV cells, of the applicant.</p> <p>3.2 The “model” as mentioned in (3.1) above, refers to modules / cells of same nominal power output rating. All BIS approved modules/ cells of the applicant with same nominal power output rating shall be treated as one model.</p> <p>3.3 In case the application consists of multiple models, the application fee shall be as per 3.1 above for one model and additional <u>one percent (1%)</u> of this for every additional model.</p> <p>(eg. If an applicant having total installed manufacturing capacity of solar PV modules as 100MW, applies for</p>



Existing Provision	Modified Provision
<p>enlistment of its 3 different models of modules, the application fee shall be $5,000 \times 100 + 5,000 \times 100 \times 0.1 + 5,000 \times 100 \times 0.1 = \text{Rs. } 6,00,000/-$</p>	<p>enlistment of its 3 different models of modules, the application fee shall be $5,000 \times 100 + 5,000 \times 100 \times 0.01 + 5,000 \times 100 \times 0.01 = \text{Rs. } 5,10,000/-$</p>
<p>3.4 In case, an applicant is already enlisted, for a particular model of solar PV module/cell and applies for enlistment of another model of Solar PV module/cell, then the application fee for such additional models shall be 10% of the prevailing normal application fee. However, the enlistment of additional models shall not have any effect on the validity of original enlistment/renewal thereof. The validity of enlistment shall expire on the same date for all the models of an applicant.</p>	<p>3.4 In case, an applicant is already enlisted, for a particular model of solar PV module/cell and applies for enlistment of another model of Solar PV module/cell, then the application fee for such additional model shall be 10% of the prevailing normal application fee. <u>However, if in such subsequent application, there are multiple models, then the fees shall be 10% of the prevailing normal application fee for one model and 1% for every additional model. (e.g If in the subsequent application, two no. models are there, the application fee shall be 10+1 = 11% of the prevailing normal application fee).</u> However, the enlistment of additional models shall not have any effect on the validity of original enlistment/renewal thereof. The validity of enlistment shall expire on the same date for all the models of an applicant.</p>
<p>3.5 The application fees can be paid to the account of National Institute of Solar Energy (NISE), in the A/C No., as specified by NISE, by way of NEFT/ RTGS, net-banking or any other permitted modes of online payment.</p>	<p>3.5 The application fees can be paid to the account of National Institute of Solar Energy (NISE), in the A/C No., as specified by NISE, by way of NEFT/ RTGS, net-banking or any other permitted modes of online payment.</p>

This issues with the approval of Hon'ble Minister (NRE).



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