

From

The Director
Renewable Energy Department, Haryana
Akshay Urja Bhawan, Institutional Plot No.1,
Sector-17, Panchkula

To

The Additional Deputy Commissioner-
Cum-Chief Project Officer
Ambala, Bhiwani, Faridabad, Fatehabad, Gurgaon,
Hisar, Jind, Jhajjar, Karnal, Kaithal, Kurukshetra,
Narnaul, Mewat, Panchkula, Panipat, Rohtak, Rewari,
Sirsa, Sonapat, Palwal, Yamuna Nagar & Charkhi Dadri

Memo No. DRE/2017/ **4690-4712**
Dated Panchkula, the **27.12.2017**

Subject: Guidelines regarding installation of the grid connected solar power plant in the State (2017-18).

These guidelines supersede the guidelines dated 01.06.2017 and implemented w.e.f. date of issue.

The Ministry of New and Renewable Energy (MNRE), GOI vide its letter dated 04.03.2016 (Annexure-I) and 02.09.2016 (Annexure-II) has issued guidelines for the eligibility of the Central Financial Assistance (CFA) for installation of grid connected rooftop solar power plant, of the capacity 1 kWp to 500 kWp, to the users of all types of residential, Institutional & Social sector excluding government sector and the Commercial & Industrial establishment in private sector.

Therefore, in the State, for the installation of Grid Connected Solar Power Plants, with or without net-metering facility, without battery bank (optional with small/least battery bank) as per technical specifications/standards of MNRE, Govt. of India/HAREDA, guidelines are as under:

1. Following categories are eligible for the subsidy:

Sl.	Category	Covering of Buildings	Eligible for Subsidy or Not
I	Residential	All types of residential Buildings	Eligible
ii	Institutional	Schools, Health Institutions including Medical Colleges & Hospitals, Universities, Educational Institutions etc. [including those registered under the Society Registration Act 1860 and the Indian Trust Act 1882].	Eligible
iii	Social Sector	Community Centres, Welfare Homes, Old Age Homes, Orphanages, common service centres, common workshops for artisans & craftsman, facilities for use of community, Trust/ NGOs/ Voluntary	Eligible

		Organisations/ Training Institutions, any other establishments for common public use etc. [including those registered under the Society Registration Act 1860 and the Indian Trust Act 1882].	
iv	Private, Commercial & Industrial Sector	<ul style="list-style-type: none"> a) Companies registered under Company Act 1956/2013 other than under section 25/8. b) Company/firms registered with central/state government authority (SIDC,DIC). c) Company registered under Limited Liability Partnership (LLPs) Act 2008. d) Shops and Establishment Act. e) Multi State Cooperative Society Act. f) SSI (Small Scale Industries g) Partner Firms 	Not Eligible

2. The Government is providing Financial Assistance for the installation of Grid Connected Rooftop Solar Power Plants at rate of 30% of the benchmark cost (including the Central Financial Assistance (CFA) of MNRE, if available) or Rs. 20000/- per kWp, whichever is less, for installation of the power plant ranging from 1 kWp to 500 kWp to the users of all eligible categories of users. The bench mark cost shall be taken as the prevailing cost of the system finalized by High Powered Purchase Committee for installation of the grid connected rooftop SPV power plants for government sector buildings or benchmark cost fixed by MNRE, GoI, whichever is lower and shall be conveyed to the District Offices from time to time.
3. All eligible users shall apply online on the portal www.hareda.gov.in of the New & Renewable Energy Department for installation of the grid connected rooftop Solar Power Plant, at specific site. After sanctioning of the project by Addl. Deputy Commissioner & Chief Project Officer of concerned District, the applicant may install the system from any Company or a body incorporated in India under the Companies Act, 1956 or 2013 including any amendment thereto or proprietary/partnership firm. The company or the body must be registered for business associate in solar sector. A copy of certificate of incorporation shall be furnished along with the Project Completion Report.

The Company or the body should have not been debarred/blacklisted by any Govt. Deptt's / organization/ PSU's / institutions/ agencies/ autonomous Organizations/Ministry of Corporate Affairs.

The Company or the body should have valid GST registration certificate.

The system shall strictly meet out the minimum technical specifications prescribed by MNRE/DNRE from time to time. The MNRE approved components shall be used in the plant. Minimum Technical Specifications are enclosed herewith. No any processing fee or security shall be deposited by the user along with the application. No application shall be entertained offline.

4. Solar Power Plants which have been installed prior to the site visit of Project Officer of concerned district are not eligible for availing subsidy.
5. Following is the benchmark cost for releasing the subsidy to the projects installed after 17.3.2017:

Sl.	Category of GCRT plants having	Benchmark cost for the projects installed after 17.3.2017 (Rs. Per watt)
1	Capacity 1-10 kWp	70.00
2	Capacity 11-50 kWp	65.00
3	Capacity 51-100 kWp	60.40
4	Capacity 101-500 kWp	60.00

(Note: Benchmark cost may change without any notice to the public)

6. If the applicant has applied for the installation of GCRT projects without net meter, the project is eligible for CFA but with the Project Completion Report an undertaking is to be given by the User and the Supplier that the solar power generated will not be injected into the grid. Also, at the time of application the user has to give in writing that the solar power generated will not be injected into the grid.
7. If more than one user (project) are connected to a common energy meter then a Joint Undertaking (Copy attached) is to be provided allowing to connect more than one plant with the same energy meter. Such projects (if under eligible categories of users) are also eligible for the CFA on submitting the Joint Undertaking by the applicant and owner of the energy meter.
8. For completion of the project, five months time (150 days) shall be given while issuing the online sanctions. However, if the Applicant fails to install the plant within five months, then the sanction issued will be treated as cancelled. No request for extension of time period shall be entertained.

Project Completion Reports are to be uploaded within two months of expiry of the project completion period of 150 days and if the PCR is not uploaded then after passing of 60 days of the expiry of the period of completion, the sanction will get automatically cancelled.

9. If the applicant fails to install the sanctioned project and sanction gets cancelled, then he will not be eligible for installation of the plant again upto one year of cancellation of the project.
10. The date of installation of the power plant, pending the installation of the net meter, may be treated as the date of installation for the purpose of calculation of subsidy.
11. The installation of the systems in Govt. buildings/institutions shall be got done through the rate contract finalized through High Power Purchase Committee of the State Govt. by the DNRE. For this all the departments shall send their requirements, on the prescribed format, to the DNRE. On finalization of the Rate Contract the copy of the same along with the detailed specifications shall be sent to the respective departments by NRE Department. The New & Renewable Energy Department will allot the project to firms on Rate Contract and work order shall be placed by the user department/organization to the firms allotted. The user department/organization shall submit the Project Completion Report on commissioning of the system. However, the Renewable Energy Department shall provide all necessary technical support to the Govt. Departments/Organizations in preparation of project proposal, cost estimates, installation of the plants. The achievement linked incentive amount, if received from MNRE, GOI, shall be released to concerned department/organization after due verification.
12. After completion of the project the user shall submit the project completion report online and upload relevant document. The Committee of Project Officer and APO/TA or as nominated by Additional Deputy Commissioner-cum-Chief Project Officer of respective district shall verify the commissioning of the system and technical specifications of the system and issue provisional commissioning certificate for the purpose of installation of Bi-Directional meter and after installation of the Bi-directional Meter Joint Commissioning Report shall be issued on verifying the commissioning of the system, performance of the system and technical specifications of the system. The concerned Project Officer shall upload the Final JCR online before recommendation of the project for release of subsidy.
13. The cases where electric connection is in the name of Father/Son/Daughter/Mother/Spouse of applicant and the project is to be

installed or installed by the Son/Daughter/ Father/Mother/Spouse, release of subsidy may also be allowed.

14. For best synchronization of the GCRT solar power plant with the grid power, three phase solar inverter shall be installed with the solar power plant if synchronized with the three phase grid supply. Similarly, single phase solar inverter shall be installed with the solar power plant if synchronized with the single phase grid supply. The Rated Capacity of the Inverter/PCU shall not be less than the solar PV array capacity subject to variation of 5%.
15. On recommendation of the project & uploading the final JCR, the Additional Deputy Commissioner-cum-Chief Project Officer of respective district shall sanction the release of subsidy. Thereafter the subsidy shall be released through NEFT/RTGS in the account of the user.
16. Following time lines shall be adhered for taking actions by various officers:

Sl.	Action	Time Line
1	Concerned Project Officer has to visit the site and to recommend/non-recommend the project online and to submit it on file to the ADC-CPO for sanction of subsidy	<i>Within 7 working Days of submitting application by the applicant.</i>
2	Concerned ADC-CPO has to sanction the project online.	<i>Within 3 working Days of submitting the file by PO for the sanction.</i>
3	After installation/commissioning of the system the User has to upload the Project Completion Report within specified time	<i>Within four months of the date of sanction.</i>
4	Concerned Project Officer has to visit the site and to recommend/non-recommend the PCR online after signing JCR. Thereafter, PO of concerned district has to submit it on file for sanction the release of subsidy.	<i>Within 10 working Days of submitting PCR by the user.</i>
5	Concerned ADC-CPO has to sanction/non-recommend the project online.	<i>Within 3 working Days of recommendation of PO.</i>
6	After approval of the ADC on file, Distt. PO/ Accounts Officer has to transfer the amount of subsidy in the bank account of user through RTGS/NEFT.	<i>Within 3 working days of sanction accorded by ADC on file.</i>

17. The scheme shall be implemented online to maintain full transparency, the subsidy shall be released online through NEFT/RTGS in the account of the user after verification of the performance of the plant after commissioning of the plant.

18. These guidelines are applicable for projects applied under subsidy programme.
19. Wide publicity shall be given for the scheme.

SE(A)
for Director General, New & Renewable Energy
Deptt., Haryana, Panchkula

ANNEXURE-A

**Format for Joint Undertaking for Grid Connectivity of Rooftop Solar Power Plant through
a Common Energy Meter**

(To be furnished on Stamp Paper of appropriate value)

I/Weas Secretary/ Director /Managing Trusty
(in case of trust) of(Name of Society)[**Owner**],
registered under the Section of The State/Central Societies Registration
Acthaving electricity connection under the ambit (Name of
distribution company) bearing Customer Account No[**Annexure-I**] at
.....(Address)[**Premises**]do hereby solemnly affirm and declare
as under:

- 1) That I am/We are the legal heir of the above said premises and have entered into a
lease agreement with (Name of Beneficiary) for
a period of years upto(Date of Termination);
- 2) We understand that the(Name of State
Nodal Agency) has sanctioned Financial Assistance [including assistance from The
Ministry of New and Renewable Energy and Govt. of(Name of the State)]
for installation of Grid Connected Rooftop Solar Photovoltaic Power Plant of
..... KWp capacity at the above said premises. The Financial Assistance has
been sanctioned in the name of(Name of Beneficiary);
- 3) We, hereby submit our undertaking that the referred Grid Connected Rooftop Solar
Power Plant [RTS] can be connected to the Energy Meter/ Bi-directional Energy Meter
bearing Consumer Account No..... Any benefit availed from the
excess solar energy exported through the Bidirectional Energy Meter to the grid as per
the Net-Metering regulation of Central/State Electricity Regulatory Commission, can be
claimed by (Name of Beneficiary);
- 4) It is certified that the Financial Assistance sanctioned by
.....(Name of State Nodal Agency) to
..... (Name of Beneficiary) for the installation of
referred RTS is not transferred to the Owner;
- 5) It is stated that following are also connected to the same Energy Meter/ Bi-Directional
Energy Meter bearing Consumer Account No.:

1.
2.
3.

This undertaking is being given for submission to MNRE &(Name of the DISCOM) in compliance to the norms set for Grid Connectivity of our Grid Connected Rooftop Solar Power Plant.

Signature	Signature
(_____)	(_____)
Name of the Owner/ Signing Authority	Name of Beneficiary

Date:
Place:

Accepted By:
(witness with name, address & signature)

For(1) Signature (_____)	For(2) Signature (_____)	For(3) Signature (_____)
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ANNEXURE-I

Copy of latest electricity bill to be enclosed