

**Renewable Energy Department Haryana/HAREDA  
Grid Connected Rooftop SPV Power Plants**

**PROJECT COMPLETION REPORT**

<b>Sl.</b>	<b>Particulars</b>	<b>Observations</b>
1	Capacity of the SPV Power Plant Installed (KWp)	
2	Sanction Load for the building/ complex (KW/KVA)	
3	Name of the Applicant/Applicant Organization Contact No.	
4	PAN/TAN	
5	ADHAAR No. (Desirable not mandatory)	
6	Complete Address of applicant with PIN code	
7	Complete Address of Site	
8	Contact Person (with Designation, if applicant is organization)	
9	Contact No. i. Land Line ii. Mobile iii. e-mail Address	_____ _____ _____
10	Name of Supplier i. Complete address ii. Contact no., iii. Email address	

11	Whether the supplier is the MNRE channel partner/empanelled manufacturer	
12	Whether the system comply with MNRE/HAREDA's Minimum technical requirement (Please give certification/declaration of MNRE channel partner/empanelled manufacturer in this regard)	
13	Cost of the installed system with 5 years AMC/CMC: (Attach invoice & AMC/CMC certificate)	
14	Details of SPV Power Plant	
	i. Installed Capacity	
	ii. Type of SPV Plant	Off Grid/Grid interactive/Grid Connected with net metering facility and With Battery Bank/ Without Battery Bank
	iii. Types of Module (Crystalline/ Thin Film)	
	iv. Make of modules	
	v. Rating of modules	
	vi. No. of modules	
	vii. No. of stings – a) in parallel and b) in series	
	viii. List of Sr. No.	To be attached separately
15	Details of PCU:	
	i. Type	
	ii. Capacity	
	iii. Make	
	iv. Rating	
	v. Sr. No.	

16	Units of electricity generated by the solar plant as per gross energy meter (in KWh):	
17	Grid connectivity level phase	
18	Grid connectivity level Voltage	
19	Details of Battery Bank (if installed):	
	i. Type	
	ii. Capacity	
	iii. Make	
	iv. Rating	
	v. List of Sr. No.	To be attached separately
20	Details of Bank Account of Applicant	Name of account holder _____ Account No. _____ Name of Bank: _____ Name of Branch and Address _____ IFS Code _____ 9 Digit MICR Code _____ Type of Account _____
21	Any other field	

The list of document to be attached with this application:

- a) Registration Certificate of Society/Firm/ Hotels/ Hospitals/ Commercial Buildings or Allotment letter (if construction is new) of the plot on which Building is constructed
- b) Invoice of the System
- c) List of Sr. No. of modules
- d) Warranty certificates:
  - i. of modules
  - ii. of PCU
- e) Guarantee Certificate of Complete System issued by manufacturer(s)
- f) AMC/CMC certificate issued by supplier (If not mentioned in the Invoice)

- g) Joint Commissioning Report as per format.
- h) MNRE approved channel partners certificate.
- i) Certification/Declaration by manufacturer to comply with MNRE/HAREDA minimum technical specification of the system
- j) Test Certificates (i) of PCU, (ii) Modules, (iii) Batteries(if installed)
- k) Photograph of installed system.

**Undertaking by the applicant:**

- a) I will not dismantle the system at any stage without prior written permission of Renewable Energy Department/HAREDA.
- b) I will regularly use and properly maintain the system and submit quarterly performance report for a minimum period of one year from the date of installation through Addl. Deputy Commissioner office.
- c) I have installed the system as per mandatory norms of Haryana Govt. for capacity of the system and the system comply with minimum technical specification of MNRE/HAREDA.
- d) The information given above are true and nothing has been concealed therein.

Dated:

(Signature of the Authorized Signatory)

Verified by PO of Concerned District

Signature of Project Officer  
with seal and date

**COMMISSIONING REPORT (PROVISIONAL) FOR GRID CONNECTED SOLAR  
PHOTOVOLTAIC POWER PLANT ((With Net-metering facility)  
(to be issued before installation of bi-directional and gross energy meters)**

Certified that a Grid Connected SPV Power Plant of ..... KWp capacity has been installed at the site (Address of site) .....  
.....district..... (Haryana) of  
..... (Name of Applicant/ Applicant Organization) which has been installed by M/S ..... (name of supplier) on ..... (date). The system is as per BIS/HAREDA/MNRE specifications. The system has been checked for its performance on ..... (date) (to be filled by District PO at the time of inspection) without installation of bi-directional meter and it is working satisfactorily. The system is suitable for installation of bi-directional and gross energy meters.

Signature of the beneficiary

Signature of the rep. of supplier  
With name, seal and date

Signature of the P.O./APO  
With name, **date & seal**

**JOINT COMMISSIONING REPORT OF GRID CONNECTED SOLAR PHOTOVOLTAIC  
POWER PLANT ((With Net-metering facility)**

(to be issued after installation of bi-directional and gross energy meters)

Certified that a Grid Connected SPV Power Plant of ..... KWp capacity has been installed at the site (Address of site) .....  
.....district..... (Haryana) of  
..... (Name of Applicant/ Applicant Organization) which has been installed by M/S ..... (name of supplier) on ..... (date). The system is as per BIS/HAREDA/MNRE specifications. The system has been checked for its performance on ..... (date) (to be filled by District PO at the time of inspection) and it is working satisfactorily. The system has been supplied with 5 years AMC/CMC. Warrantee of the modules for its performance up to 25 years and list of Serial No. of modules installed with the systems is attached.

Reading of the Gross Energy Meter is ..... (to be filled by District PO at the time of inspection)

Readings of the Bidirectional Meter are:

(i) Export (to grid): ....., (ii) Import: ..... (iii) Net: .....  
(to be filled by District PO at the time of inspection)

Signature of the beneficiary

Signature of the rep. of supplier  
With name, seal and date

Signature of the P.O./APO  
With name, date & seal

(List of Serial No. of modules shall be verified by Project Officer)