

PROCESSING/APPROVAL OF APPLICATION

1 Consent by Distribution Licensee:

On receipt of application, SLDC shall forward one set of application to the following office for verification of field data/information and seeking consent from the nodal office of the Distribution Licensee:

Chief Engineer/PP&R (Open Access)
PSPCL, Patiala- 147001

2 Verification of Feeder status and Field data by PSPCL:

On receipt of application from SLDC, the PSPCL nodal office shall verify the information and seek confirmations/field data from concerned Sr Xen (DS), PSPCL on the Form IH (Appendix- II H),as under:-

- a) Certificate regarding feeder category status and copy of latest sketch of feeder
- b) Certificate regarding non existence of AP consumers on the feeder.
- c) Confirmation regarding outstanding dues against the applicant for more than two months and detail of stay granted by Court/Forum, if any.

3 Time Frame:

- i) The maximum processing time for verification of field data and subsequent initial consent to SLDC by the designated office of Distribution Licensee (PSPCL) on the Form I-I (Appendix II-I), **shall be within 12 working days**, from the date of receipt of application from SLDC.
- ii) Subject to receipt of consent, as per (i) above, the timeframe for conditional approval, NOC/Standing clearance, concurrence/consent by the SLDC shall be;
 - 5 working days in case of first time transaction.
 - 3 working days on subsequent transactions
- iii) In case of incomplete or defective application, SLDC shall communicate the deficiency or defect to the applicant by e-mail or fax, or any other usually recognized mode of communication, within two (2) working days of receipt of application. In such cases, the date of receipt of application shall be the date on which the application has been received duly completed, after removing the deficiency or rectifying the defects, as the case may be.

- Note: a) The above time lines are applicable in case of the total drawl including open access is less than or equal to the sanctioned contract demand.
- b) The consent given by Distribution Licensee (PSPCL) to SLDC for approval of STOA shall be **valid for One year** from the date of its issue or from the date specified by Open Access Customer, whichever is later, for the purpose of

issuing NoC/Standing Clearance/Concurrence/consent by SLDC. The Distribution Licensee (PSPCL) shall withdraw its consent given to SLDC in case of any violations in the mandatory/eligibility requirements of the OA customer, as specified under Clause 2.0 above, which shall be duly intimated to SLDC by PSPCL.

- c) In case, the application is received after 15:00 Hrs, the next/ subsequent working day shall be considered as the date of receipt of application, while calculating the time frame for processing of application.
- 4 Subject to fulfilling the mandatory requirements, receipt of timely consent of PSPCL and availability of spare transmission/distribution capacity without jeopardizing the safety of the grid, the case for grant of Open Access to the Short term customers shall be decided by the nodal agency i.e. SLDC.
- 5 Subsequent to the decision by the nodal agency (SLDC), the conditional approval for grant of the Short term Open Access shall be conveyed to the Customer as per the Format (**Appendix II-J**) with a copy to Nodal Office in PSPCL and concerned DS/MMTS offices in PSPCL.
- 6 After getting conditional approval, the Open Access customer will be required to complete necessary formalities like installation of meters, etc within specified duration (60 days) as indicated in the approval letter. This period may be further extended by 60 days against a specific request of the OA customer.
After expiry of 120 days period, the Open Access customer may apply afresh. However, in case, the consent/ STOA approval given by the Distribution Licensee (PSPCL) is valid, SLDC may allow grant of STOA after deposit of fresh application fee by the applicant.

Compliance of conditions and issue of NOC/Standing Clearance/Concurrence

The Open Access customer shall comply with the conditions laid down in the conditional approval issued by the Nodal Agency (SLDC) and submit, ABT meters test reports issued by PSPCL metering lab along with CT/PT inspection reports, site installation report indicating CT/PT ratio details, ABT main & check meter Sr.No. & ABT meter data print-outs duly signed by Sr. Xen/MMTS and the point wise compliance report of Metering Guidelines (**Appendix-IC**) duly signed and issued by concerned Sr. Xen/DS, PSPCL to the office of SE/Open Access, PSTCL. The Compliance Report shall be as per Appendix-IX and shall clearly specify date of issue of report, ABT Main Meter Sr.No., ABT Check Meter Sr.No., TPT Meter Sr.No., Date of installation of ABT meters, CT Ratio, PT Ratio and Date of installation of CT/PT unit. Simultaneously, the customer shall intimate the intended date(s) of transaction to SLDC as per the prescribed formats (**Form II/III**) for seeking NOC/Standing Clearance/Consent, as the case may be, along with Copy of MoU /agreement for sale /purchase of Open Access power, if applicable, and any additional information or documents required to be submitted as per the letter issued by SLDC conveying the conditional approval.

The Open Access Customer may apply for NOC through online filing through SLDC website. However, in case of any problem in submitting online application through SLDC website, the customer may apply through his Registered E-Mail ID.

In case, any defect in ABT meter(s)/ CT/PT unit is noticed by PSPCL (Concerned Sr.Xen/DS or Sr.Xen/ MMTS), the same shall be intimated to SE/ Open Access, SLDC, PSTCL, Patiala within 48 hours.

In case of reinstallation/ replacement of metering equipment, the same will be intimated by PSPCL (Concerned Sr.Xen/ DS) to SE/ Open Access, SLDC, PSTCL, Patiala within 48 hrs followed by submission of the complete point wise compliance report with requisite details along with ABT Meters/ CT/PT testing report of PSPCL metering lab, SJO/MCO and site installation report of Sr.Xen/ MMTS to SE/ Open Access, SLDC, PSTCL, Patiala within 3 working days.

Any such defect/ change of metering equipment (ABT meter(s)/CT/PT) shall be conveyed to SE/ Open Access, SLDC, PSTCL, Patiala by the open access customer also, within 24 hrs of such defect coming to the notice/ change in metering equipment. In absence of timely receipt of such information from the open access customer, he shall be responsible for any loss to PSPCL/ PSTCL on this account.

Further, in each case of testing/ installation/ replacement of metering equipment, one copy of each report will be directly forwarded by concerned PSPCL office to SE/ Open Access, SLDC, PSTCL, Patiala, so that the open access granted to the OA customer may be dealt with accordingly.

Note: In case of conditional approval/ annual STOA approval allowed by SLDC, no application fee shall be required for first NOC/Standing Clearance/Concurrence/Consent.