

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 firm 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 time frame for conditional approval, NOC/Standing clearance, concurrence/consent by the SLDC shall be;
 - 7 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, 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.
- 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.

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, meter test reports issued by PSPCL metering lab along with site installation report indicating CT/PT ratio details & 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. 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.

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