

## **Guidelines and comprehensive list of documents for applying for Issuance of**

### **RECs:**

- The RE Generator shall apply for issuance of Renewable Energy Certificates on the web based application as per the details given in the Energy Injection Report(EIR issued by the SLDC) within six (6) months from the month in which renewable energy was generated and injected into the electricity grid.
- In case the RE Generator, as an Eligible Entity is connected with the transmission network, it shall coordinate with the concerned State Transmission Utility/State Load Despatch Centre for record of meter readings and energy injection report corresponding to electricity generated by the said renewable energy project.
- In case the RE Generator, as an Eligible Entity is connected with the distribution network of Distribution Utility, it shall coordinate with the concerned Distribution Licensee for record of meter readings and energy injection report corresponding to electricity generated by the said renewable energy project.
- Whenever there is a change in the legal status of the eligible entity (e.g. change from partnership to company), the eligible entity shall immediately intimate the concerned State Agency and the Central Agency about the said change and apply afresh for Accreditation by the concerned State Agency and Registration by the Central Agency. In all other cases involving a change in the name of the eligible entity, only the name of the entity shall be updated with the records of the State Agency and the Central Agency based on the intimation given by the eligible entity. In such cases eligible entity shall provide relevant documents in hard copy.
- RE generator as an eligible entity shall maintain the records of the meter reading like opening meter reading, closing meter reading, auxiliary consumption, export, import, etc. and the same shall be made available to Compliance Auditor as and when required.
- For the purpose of issuance of renewable energy certificates, eligible entity shall submit the following documents in physical form to Central Agency:
  - Print out of online Energy injection report signed and stamped by authorized signatory (as mentioned during registration).
  - Copy of SLDC injection report.
  - Fees and charges details.
  - Commissioning certificate, only if applying for the 1st time after registration.

FORMAT 3.1

*On letter head of SLDC*

**APPLICATION FOR ISSUANCE OF RENEWABLE ENERGY CERTIFICATE**

**Section A: Energy Injection Report**

*Energy Injection Report No. \_\_\_\_\_ Date of Energy Injection Report \_\_\_\_\_*

Registration Number of the Applicant	
Name of the Applicant	
Energy Injection Period* (Month <sub>1</sub> & Year)	
Name of the concerned Licensee	
A. Total Quantity of Energy Injection and/or deemed injection (MWh) during the Month <sub>1</sub>	
B. Quantum of Energy sold at a tariff determined under section 62 or adopted under section 63 of the Act by the Appropriate Commission during the month <sub>1</sub>	
C. Quantum of Energy eligible for issuance of RECs [(A - B)]	

month means entire month i.e. from first day to last day of the concerned month.

Unconditional Certified Energy injection Report by SLDC shall be communicated to Central Agency

Date:

(Sign and Seal)

Name of the Signatory Authority:

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\*If RE Generating Station, has no separate metering, but has part generation tied up at a tariff determined under section 62 or adopted under section 63 of the Act by the Appropriate Commission & remaining generation under REC Mechanism then the entire RE generation shall be treated on pro-rata basis.

- **\*\*\* For detailed Procedure/Guidelines and documents, go to [https://www.recregistryindia.nic.in/pdf/REC\\_Procedures.pdf](https://www.recregistryindia.nic.in/pdf/REC_Procedures.pdf)**
- **The Energy Injection Report can be downloaded from <https://www.transco.telangana.gov.in/> using generator log in credentials**

- The REC Certificates can be downloaded from <https://www.recregistryindia.nic.in> using generator log in credentials