



## NET ENERGY METERING (NEM) MANUAL APPLICATION FORM FOR PROPERTY DEVELOPERS

Form version: 2.0/28-04-2020

Open for registration starting **5th August 2019** by submitting a **Letter of Intent and Manual Application Form** (downloadable at [www.seda.gov.my/reportal/nem](http://www.seda.gov.my/reportal/nem)) to SEDA Malaysia

### 1. Criteria for Quota Reservation for Property Developers:

- The Company/Property Developer must be incorporated in Malaysia.
- Application(s) must be made before **31st December 2020**.
- The total allowable project period is up to a maximum of **30 months** from the date of project commencement (property development).
- Applicable for Residential, Commercial and Industrial types of development, such as Small & Medium-sized Enterprise buildings and Government buildings.
- Approval to the NEM Applicant(s) or termed NEM Approval Holder is under the Developer's name and is transferable to the Purchase's/Buyer's with his/her applicable TNB account.

### 2. Terms and Conditions

#### a. Application requirements:

- Developers are required to ensure the pre-conditions below are fulfilled:
  - To submit Development Order plan (approved by the Local Authority);
  - NEM Assessment Study (NEMAS) shall be carried out for capacity > 72kW/application. The construction of interconnection point by developer shall include future solar capacity (New PE/upgrade PE).
- Developers are required to submit:
  - Letter of intent with information related with the project development and other detail design including solar PV;
  - NEM manual application form for property developers;
  - NEM processing fee of RM1,000/application - (non-refundable).
- Quota will be made based on first come first serve, final decision is at SEDA's discretion. Letter of award shall be issued to the successful Property Developer subject to the Authority's approval including the applicable conditions.

#### b. Upon approval of Quota Reservation

- The NEM application shall be carried out by Registered PV Service Provider (RPVSP) with SEDA Malaysia via e-NEM online system upon approval issued by SEDA Malaysia.
- NEM application fee is RM10/kW x kW/unit x no. of units (as stipulated in the NEM's guideline, non-refundable).
- The company/property developer within 30 days of approval issued by SEDA Malaysia shall provide a **Performance Bond** by an approved licensed bank of financial institution incorporated in Malaysia in favor of the SEDA Malaysia for a sum equivalent to **RM100/kWac** to secure the due performance of the NEM approval. The Performance Bond shall remain valid and effective from the date of approval letter of quota reservation until completion of NEM Commencement Date (NEMCD).
- Note: The performance bond is refundable upon successful completion the project within the approved time frame, failing which, it will be forfeited.

#### Application requirement checklist for property developers

No.	Task Description	PLEASE <input checked="" type="checkbox"/> THE BOXES BELOW
1)	LETTER OF INTENT	
2)	NEM MANUAL APPLICATION FORM	
3)	DEVELOPMENT ORDER PLAN (approved by the Local Authority)	
4)	PAYMENT OF RM1,000.00 ( <i>Processing fees to be paid directly to SEDA Malaysia in the form of Bank Draft or Banker's Cheque</i> )	
5)	PROPERTY DEVELOPER PROJECT WORKPLAN (optional)	

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*Please submit your application form to:*  
 Sustainable Energy Development Authority Malaysia  
 Galeria PjH, Aras 9, Jalan P4W  
 Persiaran Perdana , Presint 4,  
 62100 Putrajaya, MALAYSIA

*For office use only:*

Reference No. : .....  
 Serial No. : .....  
 Date Received : ...../...../.....  
 Time received : .....  
 Receiving Officer : .....

## SECTION 1 : APPLICANT INFORMATION

**THIS FORM IS TO BE COMPLETED IN CAPITAL LETTERS**

*Note: Please refer your electricity bill*

No.	Category (Domestic,Commercial,Industrial)	Installed Capacity per Unit		No. of Unit	Total Capacity	
		kWp	kWac		kWp	kWac
<b>TOTAL</b>						

## APPLICANT DETAILS

Company Name:

Company Registration No.:

Date of Incorporation:  -  -

Registered Address:

Post Code:       Town:  State:

Business Address/Mailing Address (if different):

Post Code:       Town:  State:

Tel (O) No.:    -        Fax No. (O):    -

Company E-mail:  Website:

**CONTACT PERSON**

Salutation (Mr./Mrs./Miss/Other Salutation)  
 (Please specify): \_\_\_\_\_

Mykad No.       -  -

Name:

or

Passport No. ( For non-Malaysian)

Position:

Tel. No.:

Citizenship:

Mobile No.:

E-mail:

**SECTION 2 : PROJECT INFORMATION****2.1. INSTALLATION SITE ADDRESS**

Site Installation:


Post Code:       Town:  State:

Site Ownership :  Fully Owned  Owned (Charged to bank)  Leased  
 Others (Please Specify) :

GPS Location of Site Installation:

Latitude: ° ', " Longitude: ° ', "

**2.2 INFORMATION OF INSTALLATION**Distribution Licensee: **2.3 INFORMATION OF PREMISE INSTALLATION**

Voltage level at Connection Point:  Low Voltage (Single Phase)  
 Low Voltage (Three Phase)  
 Medium Voltage

Voltage at Point of Common Coupling :  V

Project Status:  New Project  On-going Project  Others  
 Others (Please Specify) :

Types of Building:

*Example: House / Shop / Office / Government Building / Factory / Others*

Types of Installation:

- Building's rooftop  
 Garage or Car Park  
 Others (Please state):

Use of Battery Storage :  Yes  No*If Yes, please provide detailed design.*Battery Capacity: Brand and Model: **2.4 TECHNICAL INFORMATION**

Equipments	Brand	Model	Quantity
a) Module  <i>Type (monocrystalline/ polycrystalline/ thin film/others)</i>			
b) Inverter			
c) Datalogger (Optional) *For capacity more than 72kWp will be required for T&C purposes			

**2.5 SEDA MALAYSIA REGISTERED PV SERVICE PROVIDER (RPVSP)**

Company Name:

Company Registration No. / Business Registration No.:

SEDA Malaysia's RPVSP company  Yes  No

If yes, Certificate Registration No.

ST's Registered Electrical Contractor  Yes  No

If yes, Certificate Registration No.

Office Address :

Post Code:

Town:

State:

Tel (O) No.:



Fax No. (O):



Company E-mail :

Contact Person :

Position :

Mobile No.:

E-mail:

**2.6 COMPETENT PERSON ( $\leq 72kW$ ) OR PROFESSIONAL ENGINEER ( $> 72kW$  PER UNIT)**

Name:

Mykad No.:

Tel./Mobile No:

Company Name:

E-mail:

Competency Certificate Registration No.:

NOTE: PROJECT IS GIVEN A MAXIMUM TIME FRAME OF 30 MONTHS UPON THE PROJECT COMMENCEMENT DATE

**SECTION 3 : PROPOSED WORK PLAN**

No.	Milestones	Estimated Due Date
1	NEM online application submission date	
2	Application for generating licence from Suruhanjaya Tenaga (ST) <i>*For non-domestic category with capacity more than 24kWp/unit (single phase) or more than 72kWp/unit (three</i>	
3	Proposed date for changing utility meter and signing NEM	
4	Proposed NEM Commencement Date	

**SECTION 4: SUPPORTING DOCUMENTS CHECKLIST**

The certified true copies of the following documents are to be submitted in support of this application, where applicable

No.	Documents Required	Please [/]
1.0	<i>Applicant Information:</i>	
1.1	<b>Company</b> Company: Form 8 (Certificate of Incorporation of Public Company) or Form 9 (Certificate of Incorporation of Private Company) in connection with the Applicant under the Companies Act 1995	
2.0	<i>Site Information:</i>	
2.1	Documents proving the Applicant's ownership of the site, or other conditional or unconditional rights (e.g. letter or agreement) that the Applicant has to utilise/lease the site for a minimum period equivalent to the effective period	
3.0	<i>Technical Information:</i>	
3.1	i) <b>Installation less than 72kW/unit:</b> The detailed engineering design of the renewable energy installation, including all relevant calculations to justify the installed capacity and claimed efficiencies, proposed plant layout and AC/DC single line diagram certified by relevant Competent Person under Electricity Supply Act 1990 and the regulations thereunder; or ii) <b>Installation exceeding 72kW/unit:</b> The detailed engineering design of the renewable energy installation, including all relevant calculations to justify the installed capacity and claimed efficiencies, proposed plant layout and AC/DC single line diagram certified by relevant Competent Person under Electricity Supply Act 1990 and the regulations thereunder.	
3.2	<b>Installation exceeding 72kW/unit:</b> Report on the Net Energy Metering Assessment Study; Conducted in accordance with the Renewable Energy (Technical and Operational Requirements) Rules 2012	
3.3	Product data sheet / Technical parameter for all electrical components. Please provide rating of each electrical components (SPD, fuses, switches, PV modules, Inverters)	
3.4	For battery storage usage, please provide detailed design;	
4.0	<i>Competent Person and Electrical Contractor Certificates:</i>	
4.1	Mandatory certificates:	
i)	A certificate of registration as an Electrical Contractor issued by ST;	
ii)	A certificate of registration as a Professional Engineer (Electrical) with Board of Engineers	
iii)	A certificate(s) of Competency as a Wireman issued by ST for Competent Person's	
iv)	A certificate of Competency in GCPV System Design issued by SEDA Malaysia for each Competent Person's	
v)	A certificate of Competency as a Wiremen in GCPV System issued by SEDA Malaysia for each Competent Person's	
5.0	<i>Others (Please specify):</i>	
i)		
ii)		
iii)		
iv)		

**SECTION 5 : DECLARATION FOR NEM QUOTA RESERVATION APPLICATION FOR PROPERTY DEVELOPERS**

**5.1 APPLICANT DECLARATION**

**\*TO BE FILLED BY APPLICANT**

I, Name: ..... Mykad No./ Passport No.:  
..... a (designation)..... of a (name of the  
Company/Organization/etc) ..... and (address of the  
Company/Organization/etc) .....  
.....  
.....

an authorized representative of this Applicant sincerely declare the following:

- i. I hereby certify that all information given is true and correct to my knowledge and belief;
- ii. I understand and agree that SEDA Malaysia will have the right to take any action including to forfeit all initial fees paid, if any of the information given is false;
- iii. SEDA Malaysia shall not be held liable for any loss, damage and inconvenience suffered by me after my application has been approved by SEDA Malaysia;
- iv. I hereby agree, understand and will comply with all the relevant laws and guidelines applicable to this application; and
- v. For whatever reason if my application is rejected by TNB after my application being approved by SEDA Malaysia, all application fees paid by me or by the authorized Competent Person to SEDA Malaysia shall not be refunded.