



## CEB SOLAR PV SCHEME FOR EDUCATIONAL INSTITUTIONS APPLICATION FORM

### INSTRUCTIONS FOR APPLICATION

1. This Scheme is open for Educational Institutions, willing to participate in the deployment of distributed solar photovoltaic (PV) energy generation systems, having an active CEB electricity contract account.
2. CEB will advise on the allowed capacity of the individual solar PV installation. In any case, the maximum allowed capacity shall not exceed 100 kilowatts-peak (kWp) DC.
3. All requested documents should be submitted on time to prevent delay in processing the application.
4. A non-refundable processing fee is payable upon submission of this Application Form.
5. The Application Form should be submitted in a nearest CEB Customer Service Centre during normal business hours.
6. Information provided in this Application Form will be used for the technical and administrative evaluation of the application as per the requirements of the Scheme and the relevant Grid Codes.
7. Information submitted in this Form may be used to update the Educational Institution's records in the CEB's database.
8. The person signing this Application Form should be a duly authorised person by the Educational Institution.
9. Any modification, except for filling in required information, of this Form will result into its rejection.
10. Where applicable, the Educational Institution should secure all necessary authorizations/permissions from the concerned electricity account holder(s) prior to submission of the Application Form.
11. **Government Grant-Aided Private educational institutions should provide evidence of registration with the Private Secondary Education Authority (PSEA).**
11. Taking full cognisance of the terms and conditions of the Scheme prior to submitting the application is compulsory. For any further information concerning the application, please contact our CEB MSDG Unit on number 601 1100 or send an email to [quereischeme@ceb.intnet.mu](mailto:quereischeme@ceb.intnet.mu) .

<b>1.0</b>	<b>The Educational Institution Information</b>		
<b>1.1 (a)</b>	<b>Name of the Educational Institution " The Applicant"</b>		
<b>1.1 (b)</b>	<b>The Educational Institution Name as on CEB Electricity Bill</b>		
<b>1.2 (a)</b>	<b>Name of the person representing the Applicant</b>		
<b>1.2 (b)</b>	<b>Designation of the person representing the Applicant</b>		
<b>1.3</b>	<b>Address of the Applicant</b>		
<b>1.4</b>	<b>Telephone Number of the Applicant</b>	<b>Res/Office Tel. Number</b>	<b>Mobile Number</b>

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

1.5	Tax Account Number of the Applicant <i>(if any)</i>	
1.6	VAT Registration Number of the Applicant <i>(if any)</i>	
1.7	Business Registration No. of the Applicant <i>(if any)</i>	
1.8	Email Address of the Applicant	

2.0	<b>The Solar Photovoltaic (PV) Installer Details</b>		
2.1	Name of PV Installer		
2.2	Postal Address		
2.3	Contact Person		
2.4	Telephone/Fax Number		
2.5	Email Address		
2.6	Accreditation/Qualification in installation of PV equipment <sup>Note 1</sup>		
2.7	Qualification in the field of Electrical Engineering/ Electrical installation in buildings or similar (Electrical Contractor or Installer) <sup>Note 2</sup>		
2.8	Name of Consultant, if any		
2.9	Electrical Sub-contractor <i>(if any part of the electrical installation works is to be subcontracted)</i>	Company name:	Tel:
		LV <input type="checkbox"/>	MV <input type="checkbox"/>

**Note 1:**

*In the interest of the applicant/project owner/promoter/customer and for safety reasons, the CEB shall accept a Certificate on PV installation from a local or foreign institution OR from the supplier of the equipment certifying that the installer is well-versed with the installation of the equipment. Furthermore, the topics covered (PV panel, inverter, protection, earthing, etc.) and the duration of the training shall be mentioned on the Certificate. The CEB may also accept companies having past experience in the installation of grid connected SSDG and/or MSDG systems.*

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

**Note 2:**

*In the interest of the applicant/project owner/promoter/customer and for safety reasons: For three-phase electrical installation, a minimum certification in electrical installation in buildings (or equivalent) – Level 4 of the National Qualification Framework, as specified by the Mauritius Qualification Authority (MQA), is required. For installations involving MV switchgear, the installer will need to demonstrate relevant training/certification (for the installer itself or the designated sub-contractor). Moreover, as mentioned in the MSDG Grid Code, the Certificate of Installation will have to be signed by a Registered Professional Engineer. For certificates obtained from foreign institutions, equivalence of qualification, certified by MQA, may be accepted. The CEB may also request course content/syllabus details of the certifications or proof of experience.*

<b>3.0</b>	<b>Installation Site - Project Details</b>		
<b>3.1</b>	<b>Installation site address</b>		
<b>3.2</b>	<b>Telephone Number (installation site)</b>		
<b>3.3</b>	<b>Electricity Contract Account Number(s) of installation site</b>		
<b>3.4</b>	<b>Electricity Tariff of the electricity contract account number(s) of installation site (please refer to your electricity bill)</b>		
<b>3.5</b>	<b>Total electrical load, as declared in the CEB electricity contract account(s) (kW/kVA) (please consult your CEB Customer Service Centre)</b>		
<b>3.6</b>	<b>Is the site located within the internal electricity network of a medium voltage customer? (Yes / No)</b>		
<b>3.7 (a)</b>	<b>Is the Applicant the owner of the installation site?</b>	<b>If Yes, to provide copy of Registered Title Deed.</b>	
<b>3.7 (b)</b>		<b>If No, to provide copy of Registered Title Deed of owner, copy of Registered Lease Agreement, copy of National Identity card of owner (if applicable) and Letter of Authorization from owner.</b>	

<b>4.0</b>	<b>Details of Interconnection with CEB</b>		
<b>4.1</b>	<b>Existing CEB Metering (specify if LV or MV metering)</b>		
<b>4.2</b>	<b>For Low Voltage (LV) Metering</b>	<b>Is the building being supplied by a dedicated CEB transformer? (Yes / No)</b>	
<b>4.3</b>	<b>For Medium Voltage (MV) Metering:</b>	<b>Manufacturer &amp; Model of MV Switchgear</b>	
		<b>Is existing client-side MV cubicle equipped with Circuit Breaker or Fuse?</b>	

**Signature of Applicant:** \_\_\_\_\_

**Date:** \_\_\_\_\_

<b>5.0</b>	<b>SSDG / MSDG Details</b>	
<b>5.1</b>	<b>Total proposed capacity of the Solar PV System</b> <sup>Note 3</sup>	<b>kW<sub>dc</sub></b>
<b>5.2</b>	<b>Expected annual generation</b>	<b>MWh</b>
<b>5.3</b>	<b>Will the PV installation be Ground or Roof mounted?</b>	
<b>5.4</b>	<b>Any other known SSDG/MSDG on the installation site? (Yes/No) If yes, specify capacity &amp; RE technology if known.</b>	
<b>5.5</b>	<b>Manufacturer, Model &amp; Type of PV Panel</b>	
<b>5.6</b>	<b>Country of Origin of PV Panel</b>	
<b>5.7</b>	<b>Manufacturer, Model &amp; Type of Inverter</b>	
<b>5.8</b>	<b>Country of Origin of Inverter</b>	

**Note 3:**

- *The total proposed PV capacity of SSDG/MSDG installation should correspond to the DC output capacity and in no case it should be higher than the capacity CEB has allowed or as shall be determined by CEB.*
- *A variation of up to +2% in the total allowed DC capacity of the solar panels could be accepted.*
- *In case if the total inverter output capacity exceeds the SSDG/MSDG applied capacity, the inverter AC active power has to be limited.*
- *Based on the electrical setup, declared (connected) electrical load of the premises, annual electricity requirement and available effective space, whichever would be applicable, of the Educational Institution's premises, the CEB will advise on the allowed capacity of the individual solar PV installation. In any case, the maximum allowed capacity shall not exceed 100 kilowatts-peak (kWp) DC. A three-phase electrical configuration on the premises may be required.*

**Signature of Applicant:** \_\_\_\_\_

**Date:** \_\_\_\_\_

<b>Distributed Generation (DG) Guaranteed Particulars (Maximum 100 kW)</b>						
<b>(All information given hereunder should be substantiated by documents from the Manufacturer)</b>						
<b>6.0</b>	<b>DG Guaranteed Particulars</b>					
6.1	Rating of each PV Panel	To specify Wattage				
6.2	Number of PV Panels to be installed	To specify Nos.				
6.3	Central Inverter <i>OR</i> Micro inverter	To specify				
6.4	Manufacturer's Inverter Reference	To specify				
6.5	No. of Inverter & Capacity (No. & kW)	To specify		No.	kW	
6.6	Inverter Output (three-phase/ single-phase)	To specify				
7.0	Parameters <sup>Note 4</sup>	Requirements		To specify System settings		
	Protection Parameters Settings	Trip Setting	Clearance Time	Trip Setting	Clearance Time	Trip Indication Provided
7.1 (a)	Over Voltage (230 V + 10 %)	253 V	0,2 s			
7.1 (b)	Over Voltage (400 V + 9 %)	436 V	0,2 s			
7.2 (a)	Over Voltage (230 V + 6 %)	243.8 V	1,5 s			
7.2 (b)	Over Voltage (400 V + 6 %)	424 V	1,5 s			
7.3 (a)	Under Voltage (230 V – 6 %)	216.2 V	1,5 s			
7.3 (b)	Under Voltage (400 V – 10 %)	360 V	3 s			
7.4 (a)	Over Frequency (50 Hz + 2 %)	51 Hz	0,5 s			
7.4 (b)	Over Frequency (50 Hz + 4 %)	52 Hz	0,5 s			
7.5	Under Frequency (50 Hz - 6 %)	47 Hz	0,5 s			
7.6	Loss of Mains (df/dt - Vector shift)	2.5 Hz/s 10 degrees	0,5 s			
7.7	Islanding Detection	Yes				

**Note 4:** Refer to the SSDG /MSDG Grid Codes for parameters settings.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

Parameters <sup>Note 4</sup>		Requirements		To specify System settings		
Protection Parameters Settings		Trip Setting	Clearance Time	Trip Setting	Clearance Time	Trip Indication Provided
7.8	Isolated Generation possible	Yes / No				
7.9	Reconnection Time	3 mins.				
7.10	Max. DC Current injection to grid	To specify				
7.11	Rated AC output Current per phase (A)	To specify				
7.12	Total Harmonics Distortion (Voltage)	To specify				
7.13	Total Harmonics Distortion (Current)	To specify				
7.14	Surge Withstand Capability (kV)	To specify				
7.15	Power Factor (leading & lagging)	0.95				
7.16	Will the isolators in the Joint-Use-Facility (if applicable) have visible contacts with lockable facilities in open position?	Yes				
7.17	Will Earthing System be TT?	Yes				
7.18	Will Batteries be Installed? (Yes/No and capacity)	Yes / No				
7.19	Is a standby generator installed on site?	Yes / No				

**Note 4:** Refer to the SSDG/MSDG Grid Codes for parameters settings.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

<b>8.0 Checklist for Documents to be submitted with the Application Form</b>		
<b>Documents Submitted</b>		<b>(Y/N)</b>
<b>1</b>	<b>Copy of National Identity Card or passport of Applicant or Designated Authorised Representative (whichever is applicable)</b>	
<b>2a</b>	<b>Official document authorizing the Designated Authorised Representative to sign the Application Form stating the name and position of the person signing the document (where applicable)</b>	
<b>2b</b>	<b>Copy of National Identity Card or passport of the person signing the Official document (where applicable)</b>	
<b>3</b>	<b>Copy of recent CEB electricity bill of the Applicant</b>	
<b>4</b>	<b>Copy of Business Registration Card (if applicable)</b>	
<b>5</b>	<b>Copy of VAT Registration Certificate (if applicable)</b>	
<b>6</b>	<b>Copy of Certificate of Incorporation (if applicable)</b>	
<b>7</b>	<b>For Government Grant-Aided Private educational institution : Copy of document certifying registration with the Private Secondary Education Authority (PSEA)</b>	
<b>8</b>	<b>If the Applicant is the owner of the installation site: Copy of Registered Title Deed</b>	
<b>9</b>	<b>If the Applicant is not the owner: Copy of Registered Title Deed of owner, copy of Registered Lease Agreement, copy of National Identity card of owner (if applicable) and Letter of Authorization from the owner</b>	
<b>10</b>	<b>Installer Training Certificate in the field of installation of solar photovoltaic systems</b>	
<b>11</b>	<b>Certification in electrical installation in buildings (or equivalent) – Level 4 of the National Qualification Framework, as specified by the Mauritius Qualification Authority (MQA) (for the electrical contractor or installer)</b>	
<b>12</b>	<b>Electrical schematic diagram as per the CEB Grid Code(s) requirements</b>	
<b>13</b>	<b>Location/Site Plan of installation site</b>	
<b>14</b>	<b>Manufacturer datasheet of solar PV panels</b>	
<b>15</b>	<b>Type Test Certificate of solar PV panels from Independent Lab</b>	
<b>16</b>	<b>Manufacturer datasheet of inverter</b>	
<b>17</b>	<b>Type Test Certificate of inverter from Independent Lab</b>	
<b>18</b>	<b>Manufacturer’s Declaration for Inverter's Conformance to the CEB SSDG/MSDG Grid Code</b>	
<b>19</b>	<b>Certificate of Compliance with the Electrical Equipment Safety Regulations and/or the Electromagnetic Compatibility Regulations (CE marked)</b>	

For any further information concerning the Scheme and the application, please contact our CEB MSDG Unit on number 601 1100 or send an email to [queryescheme@ceb.intnet.mu](mailto:queryescheme@ceb.intnet.mu) .

<b>Declaration - To be completed by Applicant or Designated Authorised Representative (as applicable) <small>Note 5</small></b>			
<i>(a) "I declare that the Solar PV installation proposed in this Application has been designed to comply with the requirements of the CEB as detailed in the prevailing applicable Grid Code and I have taken cognizance of the terms and conditions associated with the CEB Solar PV Scheme for Educational Institutions, as detailed on the CEB website, and I also confirm that the information contained in this form is true and correct."</i>			
<i>(b) "I declare that I am / the Applicant is not in litigation with the CEB."</i>			
<b>Name of the Applicant or Designated Authorised Representative (whichever is applicable)</b>			
<b>Designation of the Designated Authorised Representative</b>			
<b>National Identity Card (NIC) No. of the Designated Authorised Representative</b>			
<b>Signature</b>		<b>Date:</b>	
<b>To be completed by the person submitting this Application Form <small>Note 6</small></b>			
<b>Name of Person submitting this Application Form</b>			
<b>Designation within or Relationship with the Educational Institution (whichever is applicable)</b>			
<b>National Identity Card (NIC) No. of the Person</b>			
<b>Signature</b>		<b>Date:</b>	
<b>To be completed by CEB Representative <i>(office use)</i></b>			
<b>Serial No.</b> <small>Note 7</small>		<b>Application Date</b>	
<b>Customer SSDG/MSDG Contract Account Number:</b>			
<b>Name</b>			
<b>Title of the Officer (CSA or CSO)</b>			
<b>CEB Customer Service Centre</b>			
<b>Signature</b>		<b>Date:</b>	

**Note 5:** The CEB shall not be liable for delays in processing the application if wrong, incomplete or incorrect information has been provided in the Application Form. The CEB shall reject the application if the missing, incomplete or incorrect information requested are not submitted by the deadline given to applicant/installer.

**Note 6:** The person, if not the Customer, submitting this Application Form, whether a private individual or an employee of the Entity submitting the Application Form, or a representative of the Customer should produce a duly authorised letter signed by the Customer or the designated authorised official, whichever is applicable, when submitting the Application.

**Note 7:** Serial No. to be filled by SSDG/MSDG Unit.