

SCHEDULE 2

SOLAR RAKYAT SABAH APPLICATION FORM

SOLAR RAKYAT SABAH PROGRAMME APPLICATION WORKFLOW

STEP 1

PIC: Consumer



Check Your Eligibility & Quota Availability

Interested consumers must be registered with the Distribution Licensee (DL) as a Domestic Tariff consumer, occupying a private dwelling with no business activity and no previous Solar PV installations. Applicants required to check quota availability. Total quota is 20MW, first come first served basis until 2028, or quota finish, which ever comes first.



STEP 2

PIC: Consumer



Appoint Electrical Contractor Class PV (Grid Connected) ECCPV (GC)

Appoint an ECCPV (GC) to manage all related to the application, design, installation, T&C and maintenance of the Solar PV System.



STEP 3

PIC: ECCPV(GC)



System Sizing

ECCPV(GC) shall conduct site survey, design of Solar PV system and prepare quotation to consumers. Systems must be ≤ 5 kWac for Single Phase installations or ≤ 10 kWac for Three Phase systems.



STEP 4

PIC: Distribution Licensee



Distribution Licensee Pre-Assessment

The DL shall verify there is no existing meter or account issues with the consumer before they apply for Solar Rakyat quota. All issues shall be resolved before SOLAR RAKYAT SABAH application is done.

PIC: Distribution Licensee



STEP 5

PIC: ECCPV(GC) / Consumer



SOLAR RAKYAT SABAH Application

The SOLAR RAKYAT SABAH application must be formally submitted through the EEISy online system by the ECCPV(GC), subject to quota availability.

Documents required:

- IC Card
- Proof of premise ownership
- 6 months electricity bills
- Pre-Assessment form from Distribution Licensee
- Relevant Technical design documents

Applications queried due to incomplete documents must be rectified. Approved applications will be issued within 14 working days upon complete submission.

PIC: ECCPV(GC) / Consumer



STEP 6

PIC: ECCPV(GC)



Solar Rakyat Approval to Install (SRATI)

The Solar Rakyat Approval to Install (SRATI) is issued, authorizing the commencement of installation. Installation must begin within three months of receiving the SRATI; otherwise, the application will be revoked.



STEP-BY-STEP INSTALLATION WORKFLOW

1 Installation Works Begin

Installation works shall only begin after the Solar Rakyat Approval to Install (SRATI) has been issued

PIC: ECCPV(GC)



2 Progress Report on Installation Works

The ECCPV(GC) shall within 3 months of approval, upload a progress report with photographs into the EEISy Online System to prove installation has started

PIC: ECCPV(GC)



3 SOLAR RAKYAT SABAH Contract Signing

SOLAR RAKYAT SABAH Contract to be signed between Consumer and Distribution Licensee

PIC: Consumer & Distribution Licensee



4 Smart Meter Installation Request

Request the installation of SOLAR RAKYAT SABAH Smart Meter from the Distribution Licensee

PIC: ECCPV(GC)



5 Testing & Commissioning

The ECCPV(GC) shall perform the Testing & Commissioning (T&C) after the SOLAR RAKYAT SABAH Meter has been installed to ensure system safety and compliance

PIC: ECCPV(GC)



6 Digital Documentation Upload

Upload the T&C Form, signed SOLAR RAKYAT SABAH Contract, Form G, photographs of completed installation etc in the EEISy online portal

PIC: ECCPV(GC)



7 Final Authorisation & Billing

ECoS shall issue the Solar Rakyat Approval to Operate (SRATO) upon complete submission. Issuance of SRATO shall trigger the commencement of billing with solar reduction.



PIC: ECoS / Distribution Licensee

BORANG PERMOHONAN PROGRAM SOLAR RAKYAT SABAH SOLAR RAKYAT SABAH PROGRAMME APPLICATION FORM



Sila kemukakan borang permohonan anda ke /

Please submit your application form to:

Energy Commission of Sabah

Tingkat 10, Plaza Shell, 29,

Jln Tunku Abdul Rahman,

Pusat Bandar Kota Kinabalu,

88000 Kota Kinabalu,

Sabah.

Untuk kegunaan pejabat sahaja /

For office use only:

Reference No. :

Serial No. :

Date Received :/...../.....

Time received :

Receiving Officer :

BAHAGIAN 1 : MAKLUMAT PEMOHON / SECTION 1 : APPLICANT INFORMATION (BORANG INI HENDAKLAH DIISI DENGAN HURUF BESAR) / (THIS FORM TO BE COMPLETED IN CAPITAL LETTERS):

1A UNTUK PEMOHON INDIVIDU / FOR INDIVIDUAL APPLICANT

BUTIRAN PEMOHON / APPLICANT DETAIL

Gelaran/Salutation (Encik/Puan/Cik/Gelaran Lain _____)
(Mr./Mrs./Miss/Other Salutation)

Nama / Name

Kewarganegaraan / Citizenship

E-mel / E-mail:

No. Mykad:

Identity Card No.

atau / or

No. Pasport (bagi bukan warganegara Malaysia) /

Passport No. (For non-Malaysian)

No. Tel / Tel. No.:

No. Tel. Bimbit / Mobile No. :

ORANG LAIN YANG BOLEH DIHUBUNGI / ALTERNATE CONTACT PERSON

Gelaran/Salutation (Encik/Puan/Cik/Gelaran Lain _____)
(Mr./Mrs./Miss/Other Salutation)

Nama / Name

Hubungan / Relationship:

Kewarganegaraan / Citizenship

No. Mykad:

Identity Card No.

atau / or

No. Pasport (bagi bukan warganegara Malaysia) /

Passport No. (For non-Malaysian)

No. Tel / Tel. No.:

No. Tel. Bimbit / Mobile No. :

E-mel / E-mail:

BAHAGIAN 2 : MAKLUMAT PROJEK / SECTION 2 : PROJECT INFORMATION

2.1. ALAMAT PEPASANGAN/ INSTALLATION ADDRESS

Alamat Tapak Pemasangan / Site Installation address

Poskod / Post Code

Bandar / Town

Negeri / State

Pemilikan Tapak / Site Ownership :

Dimiliki Sepenuhnya /

Fully Owned

Sendiri (Pajakan kepada bank) /

Owned (Charged to bank)

Sewa/ Leased "

Lokasi GPS Tapak Pemasangan / GPS Location of Site Installation:

Latitud / Latitude :

Longitud / Longitude :

2.2 MAKLUMAT PEPASANGAN / INFORMATION OF INSTALLATION

Nama Pemegang Lesen Pengagihan / *Distribution Licensee*:
 Kategori Tarif / *Tariff Category* :
 Maklumat Bil (No. Akaun) / *Billing Information (Account No.)*:
 No. Kontrak/ *Contract No.* :
 Sumber Tenaga Boleh Baharu / *Renewable Energy Resources*:
 Kapasiti Terpasang Yang Diisytiharkan / *Declared Installed Capacity*
 Kapasiti Terpasang / *Installed Capacity* :

SABAH ELECTRICITY SDN. BHD.(SE)											
Tarif DM - Domestik Tarif/Tariff DM - Domestic Tariff											
SOLAR PV											
										kWac	
										kWp	

Adakah pemohon pernah menyertai mana-mana program fotovolt suria sebelum ini? *Jika Ya, sila isi maklumat yang diperlukan di bawah/ Have the applicant participated in any of the prior solar PV programmes? if Yes, please fill in the required information below:*

No.	Program/ Mekanisme <i>Programme/ Mechanism</i>	Kapasiti Terpasang <i>Installed Capacity</i>	Alamat pemasangan/ <i>Installation address</i>

2.3 MAKLUMAT PEMBEKALAN DAN PEPASANGAN / SUPPLY AND INSTALLATION INFORMATION

Tahap Voltan Pada Titik Sambungan Meter SE Voltan Rendah (*Satu Fasa*)
 / *Voltage level at SE Meter Connection Point*: **Low Voltage** (*Three Phase*)
 Voltan pada Titik Gandungan Sepunya / *Voltage at Point of Common Coupling* : Voltan / *Voltage*
 Status Projek/*Project Status*: Projek Baru/*New Project* Projek Telah Siap/*Completed Project*
 Penambahan kapasiti/*increase capacity*
 Jenis Bangunan / *Types of Building*:

Penggunaan Bateri Simpanan / *Use of Battery Storage* : Ya / *Yes* Tidak / *No*
 *Jika Ya, sila kemukakan reka bentuk terperinci / *If Yes, please provide detail design.*

Kapasiti Bateri / *Battery Capacity* : Jenama dan Model / *Brand and Model*:
 Anggaran Penjanaan Tenaga Tahunan / *Estimated Annual Energy Generation*: MWh/year
 Anggaran Kerosotan Pemasangan / *Expected Plant Deterioration*: %/year

2.4 MAKLUMAT TEKNIKAL / TECHNICAL INFORMATION:

Peralatan / <i>Equipments</i>	Jenama / <i>Brand</i>	Model	/ <i>Quantity</i>
a) Modul/ <i>Module</i> <i>jenis / type</i> <i>(monocrystalline/ polycrystalline/ thin film/others)</i>			
b) Penyongsang pintar / <i>Smart Inverter</i>			
c) Datalogger (Optional) *For capacity more than 72kWac will be required for T&C purpose			

2.5 PEMBEKAL PERKHIDMATAN SABAH REGISTERED PV INVESTOR (SaRSI)

Nama Syarikat / Company's Name:

No. Pendaftaran Syarikat / No. Perniagaan:

Company Registration No. / Business Registration No.

Syarikat RPVSP berdaftar ECoS / ECoS RPVSP company

<input type="checkbox"/>	Ya / Yes	<input type="checkbox"/>	Tidak / No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Jika Ya, No. Sijil Pendaftaran / If yes, Certificate Registration No.

Kontraktor Elektrik Berdaftar ECoS / ECoS's Registered Electrical Contractor

<input type="checkbox"/>	Ya / Yes	<input type="checkbox"/>	Tidak / No
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Jika Ya, No. Sijil Pendaftaran / If yes, Certificate Registration No.

Alamat Pejabat / Office Address:

Poskod / Post Code

Bandar / Town

Negeri / State

No. Telefon/Telephone No.

No. Faks / Fax No.

E-mel Syarikat / Company E-mail :

Orang Yang Boleh Dihubungi / Contact Person :

Jawatan / Position :

No. Tel. Bimbit / Mobile No. :

E-mel / E-mail:

2.6 PENDAWAI (≤72kWac) / WIREMAN (≤72kWac)

Nama / Name

No. Mykad:

Identity Card No.

No. Tel. Bimbit / Mobile No:

Nama Syarikat

E-mel

/ E-mail

No. Sijil Pendaftaran ECoS / ECoS's Certificate Registration No.

BAHAGIAN 3 : MAKLUMAT PEMBIAYAAN / SECTION 3 : FINANCING INFORMATION

Capital Expenditure

1 Equipment Cost:

i.	PV module	RM
ii.	PV Inverter	RM
iii.	Balance of system	RM
iv.	Other Equipment cost (please state):	RM
Total Equipment Cost		RM

2 Installation Cost

i.	Consultancy and Design Cost	RM
ii.	Interconnection Cost	RM
iii.	Preliminary Cost	RM
iv.	Other Installation Cost (please state):	RM
Total Installation Cost		RM

3 Annual Operational Expenditure

i.	Insurance Premium	RM
ii.	Operation and Maintenance Cost	RM
iii.	Other operation Cost (Please state):	RM
Total Operating Cost		RM

BAHAGIAN 5 : SENARAI SEMAK DOKUMEN SOKONGAN / SECTION 4 : SUPPORTING DOCUMENTS CHECKLIST

Salinan bagi dokumen-dokumen berikut hendaklah dikemukakan bagi menyokong permohonan ini, yang mana berkenaan /
The following documents are to be submitted in support of this application, where applicable:

No.	Dokumen Yang Diperlukan / Documents Required	Sila [/] / Please [/]
1.0	<i>Applicant Information:</i>	
1.1	<i>Applicant's MyKad (front and back) / Passport (if foreign person).</i>	
2.0	<i>Site Information:</i>	
2.1	<i>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</i>	
3.0	<i>Technical Information:</i>	
3.1	<i>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 Enactment 2024 and the regulations thereunder; and ECoS Qualified Person (ECoS GCPV System Design Certificate Holder)</i>	
3.2	<i>Product data sheet / technical parameter for all electrical components. Please provide rating of each electrical components (SPD, fuses, switches, PV modules, Inverters)</i>	
3.3	<i>If use battery storage, please provide detail design;</i>	
4.0	<i>Billing information:</i>	
	<i>Documentary evidence showing that applicant has applied to be a consumer of SESE or a copy of three (3) months electricity bill (latest);</i>	
5.0	<i>Competency Certificates:</i>	
5.1	<i>Competent Person certificates:</i>	
	<i>i) A certificate of registration as an Electrical Contractor issued by ECoS;</i>	
	<i>ii) A certificate(s) of Competency as a Wireman issued by the ST for each Competent Person's</i>	
5.2	<i>Qualified Person certificates:</i>	
	<i>i) A certificate of Competency in GCPV System Design issued by ECoS or Others for each Competent Person's</i>	
	<i>ii) A certificate of Competency as a Wiremen in GCPV System issued by ECoS for each Competent Person's</i>	

***TO BE FILED BY APPLICANT (INDIVIDUAL)**

I, [Name]
[Mykad No./ Passport No.

.....
of[Address].....

..... hereby -

- i) *appoint and authorize [Name of the Competent Person].....[MyKad*
- ii) *No./Pasport No.]..... as a Competent Person for this Application;*
- iii) *confirm that the Competent Person appointed for this Application is a Competent Person according to section 2 of the Electricity Supply Enactment 2024;*
- iv) *confirm that I have not committed any offences under the Electricity Supply Enactment 2024] and/or any other relevant laws and regulations pertaining to the supply and licensing of electricity;*
- v) *declare that I have never participated in any existing mechanism or program relating to solar photovoltaic installation*
- vi) *certify that all information given is true and correct to my knowledge and belief;*
- vii) *understand and agree that, ECoS shall cancel the approval of the application and forfeit any application fees paid if the solar PV installation is not commence to install within three (3) months from the date of the notification of the approval;*
- viii) *understand and agree that, ECoS shall forfeit any application fees paid if I withdraw the application;*
- ix) *understand and agree that ECoS shall have the right to take any action if any of the information given is false;*
- x) *agree that ECoS shall not be held liable for any loss, damage and inconvenience suffered by me after my application has been approved by ECoS;*
- xi) *agree, understand and will comply with all the relevant laws and guidelines applicable to this application.*

.....
.....
Name:
Mykad No. / Passport No. :
Date:

6.2 PENGISYTIHARAN KONTRAKTOR ELEKTRIK / ELECTRICAL CONTRACTOR DECLARATION

Untuk diisi oleh Orang Yang Kompeten / To be completed by Competent Person.

Company's Name:

.....
..... Company Registration No. or Business Registration No. :
.....

By signing this form, I (Name) (MyKad No. /Passport No.)..... declare that:

- i. I am representing the owner of the premise and the information furnished above is true to my knowledge and belief;
- ii. I confirm that the solar PV system design comply to the standards IEEE 1547, MS 1837 and other relevant requirements as per prudent utility practices;
- iii. I also verify that the site condition is fit for installation of the solar PV system as per applicable regulations;
- iv. I hereby acknowledge that all information given are true and the ECoS shall have the right to take any action if the above information are false;

.....
Name of Competent Person:
MyKad No./Passport No.:
Date:
Signature & Stamp Competent