



OUTLINE

1. Application Process
2. Requirements
 1. Qualified Consumer (QC) documents
 2. Application Forms
 3. Connection Agreement

1. Application Process

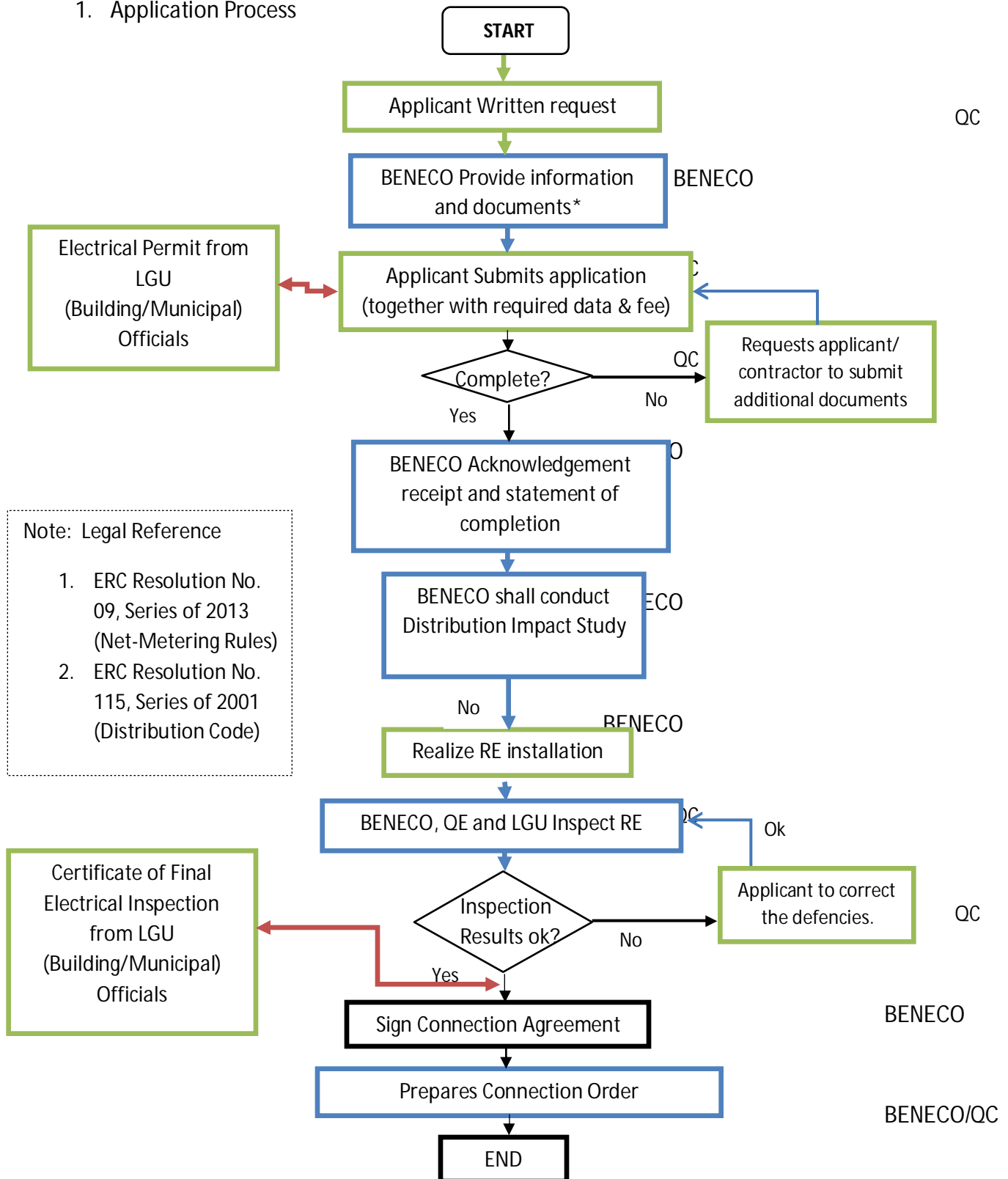
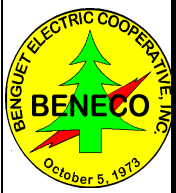


Figure 1 Workflow of Application Process



BENGUET ELECTRIC COOPERATIVE, INC.

NET METERING APPLICATION PROCESS

1. Documents to be submitted to DU.

1. Electrical permit for the installation of Net Metering from the LGU (Building/Municipal) officials.
2. Electrical Plan and/or Electrical Layout with Renewable Energy (RE) System duly signed and sealed by a Professional Electrical Engineer (PEE).
3. Certification from BENECO-Accredited Electrical Practitioner/Contractor.
4. Location Sketch in three (3) copies using BENECO prescribed form.
5. Photocopy of Valid Identification Card (ID).
6. Photocopy of electric bill of nearest neighbor.
7. Technical Specification of the Renewable Energy (RE) System
8. For Distribution Impact Study (DIS) requirements (Equipment Data Sheet)
 - Voltage and Frequency operating range
 - Short Circuit current contribution
 - AC output rated capacity
 - Typical 24 hour generation profile
 - Certifications (IEC, IEE, etc.) standards
 - Other documents will be required after the evaluation of the technical specifications of the Renewable Energy of the customer intend to install. Renewable Energy System to be installed is strongly recommended to be duly certified by the International Electrotechnical Commission Standards (IEC) or Institute of Electrical and Electronics Engineers Standards or other internationally accepted certifying bodies like ANSI, NEMA, etc...

2. The Documents to be submitted to the concerned LGU Building Official are the following:

- a. Land Title/Contract of Lease
- b. Realty Tax Receipt
- c. Affidavit of the owner authorizing the use of the property to separate, reconnect, remodel, relocate the kWh meter and repair of service entrance with duly notarized
- d. Application Form (**DPWH Form No. 96-001-E**) duly signed by the Licensed Electrical Engineer and approved by the Building Official of the Local Government Unit's Building Office having jurisdiction-Provision of the National Building Code and Philippine Electrical Code.

***The LGU Building Official may require other/additional data. The Qualified Consumer shall coordinate w/ the concerned LGU – Building Official.

3. Application Form (Refer to Annex "A")



BENGUET ELECTRIC COOPERATIVE, INC.

NET METERING APPLICATION PROCESS

Application Form

ANNEX A

Net Metering Application Form CUSTOMER INFORMATION SHEET

ACCOUNT ID: _____
NAME OF APPLICANT: _____
(FAMILY NAME) (FIRST NAME) (MIDDLE NAME)

ADDRESS: _____
(STREET) (SUBDIVISION)

(BARANGAY) (CITY/MUNICIPAL)

CONTACT NO. INFO.: _____
(HOME/MOBILE) (BUSINESS)

(EMAIL ADDRESS)

1. INSTALLER INFORMATION:

TECHNICIAN/ELECTRICIAN NAME: _____
(FAMILY NAME) (FIRST NAME) (MIDDLE NAME)

COMPANY NAME: _____

ADDRESS: _____
(STREET) (SUBDIVISION)

(BARANGAY) (CITY/MUNICIPAL)

CONTACT NO. INFO.: _____
(OFFICE) (MOBILE)

(EMAIL ADDRESS)

2. TECHNICAL SPECIFICATION:

Information on the power generating facility:

- Fuel source type (solar, biogas, wind) Solar () Wind () Hydro () biogas () _____
- Type (synchronous/induction (inverter) _____
- Inverter Configuration Type: _____ (Grid-Tied/Hybrid) System
- Module _____
- Total Capacity Output: _____ Watt(s) peak
- kW rating (95% at location) _____
- Kilovolt-Ampere Rating (95% at location) _____
- Power factor _____
- Voltage rating _____ Volt(s) DC _____ Volt(s) AC (L-L)/(L-N)
- Amperage rating _____ Amps
- Number of phases _____
- Frequency _____ Hz



BENGUET ELECTRIC COOPERATIVE, INC.

NET METERING APPLICATION PROCESS

3. Other requirements and information:

1. Do you plan to export power (yes/no) _____ If yes, maximum amount expected _____ Watt(s)

Note: The Net-Metering is applicable to a maximum of 100kW installation only.

2. Expected energizing and start-up date _____
3. Normal operation of interconnection _____ (e.g. provide power to meet base load, demand management, stand-by, back-up, others...)
4. One-line diagram/Electrical Plan showing the connection of the Renewable Energy System to your Building/Home Electrical System.
5. Information whether the manufacturer has supplied its dynamic modeling values to the DU.
6. Layout sketch showing lockable, "visible" disconnect device.
7. Plant parameters for a distribution impact study.
8. Impact assessment information (in particular for SPV and wind converters).
9. Electric systems description.
10. Load information: Customer and generating facility.
11. Generator facility fault contribution for faults at the connection point.
12. Generator facility characteristics.
13. Interface transformer characteristics.
14. Operation information.
15. Expected monthly generation, load consumption and net consumption from the facility (12 month period) for the first year and annually for the remaining four years.



BENGUET ELECTRIC COOPERATIVE, INC.

NET METERING APPLICATION PROCESS

MEMORANDUM OF NET-METERING AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

This MEMORANDUM OF AGREEMENT made and entered into this _____ day of _____ 2014 by and between:

_____ of legal age, single/married, with address located at _____ hereinafter referred to as the **Qualified End-user (QE)**;

- and -

BENGUET ELECTRIC COOPERATIVE, INC. (BENECO), an electric cooperative duly organized and registered under and by virtue of the laws of the Republic of the Philippines, with office address at Alapang, La Trinidad, Benguet represented herein by **MR. PETER B. BUSAING**, Board President, hereinafter referred to as **BENECO**.

WITNESSES:

WHEREAS, QC intend to install within its premises for purposes of net-metering a **Renewable Energy (RE)** facility, more particularly described as follows:

Technology Type: _____

Rated Capacity: _____

Location: _____

WHEREAS, BENECO has pre-qualified **QC** to be eligible to participate in the net-metering program;

NOW, THEREFORE, the parties enter into this net-metering agreement under the following terms and conditions:

Section 1. Compliance Standards. - The **RE** System to be installed within the **QC's** premises must be compliant with the standards set by Philippine Electrical Code (PEC), Philippine Distribution Code (PDC), Distribution Service Open Access Rules (OSOAR) and the Net-Metering Interconnection Standards.

Section 2. Interconnection Set-Up. - The **RE** facility shall be embedded in the **QC's** premises and shall be equipped with appropriate metering equipment.

a. The **BENECO** shall install, own, operate and maintain two uni-directional meters, one for import and one for export, or single bi-directional meter, whichever is more economical on a case-to-case basis.

b. The **BENECO** may, at any time, also install a third meter in proximity to the **RE** System to measure the total **RE** generated.

A complete and more detailed plans and specifications of the interconnection set-up and facilities are attached as an integral of this net-metering agreement.



BENGUET ELECTRIC COOPERATIVE, INC.

NET METERING APPLICATION PROCESS

Section 3. DU Inspection. - The **QC** shall allow the **BENECO** to enter the **QC's** premises to inspect, test, maintain and operate the protective devices and read or test the meters and other facilities. The **BENECO** may also disconnect the interconnection facilities if it reasonably believes a hazardous condition exists and such immediate action is necessary to protect persons, or the **BENECO's** facilities or property of others, against damage or interference caused by the **QC's** facilities, or lack of properly operating protective devices; provided, that prior notice is given of the intent to disconnect, and the **QC** is given at least three (3) days within which to remedy the hazardous condition.

Section 4. Meter Readings. - The **BENECO** shall be the Metering Service Provider and shall conduct the meter reading of the import and export meters every ____ day of the month for billing purposes. The **BENECO** shall immediately leave a copy of the results of its meter readings at the **QC's** premises, in accordance with Section 2.11.2 of the Distribution Services and Open Access Rules (DSOAR).

Section 5. Pricing of Exported Renewable Energy. - The **BENECO's** blended generation cost shall be used as the price of the renewable energy exported by the **QC's** RE facility to the **BENECO's** distribution system. The **BENECO's** blended generation cost shall be computed in accordance with the methodology prescribed in the Rules Enabling the Net-Metering for Renewable Energy issued by the Energy Regulatory Commission (ERC)

In the event that the ERC approves a pricing methodology applicable to net-metering, such pricing methodology shall automatically substitute as the price of renewable energy exported by the **QC** to the distribution system.

Section 6. Net-Metering Charge - The **BENECO's** shall impose a net-metering charge to all customers who avail of the Net-Metering program equivalent to their existing ERC-approved Php/customer/month supply and metering rates; plus the existing ERG-approved Php/kilowatthour metering rate based on the export energy to the Distribution System as registered in the export meter. This Net-Metering Charge shall cover the **BENECO's incremental** costs related to system enhancement and additional meter reading and other operating costs.

The **BENECO's** may file with the ERC their applications for approval of different Net-Metering Charges for Net-Metering customer in accordance with Section 4 (e), Rule 3 of the Implementing Rules and Regulations of Republic Act No. 9136 and Rule 6 of the ERG Rules of Practice and Procedure. Meantime, the Net-Metering Charges as provided above shall be effective until a different charge is approved by the ERC, upon application by the **BENECO's**.

Section 7. Billing Charges. The net amount payable by or creditable to the **QC** shall be obtained by subtracting from the subtotal amount for import energy, the following: (a) the subtotal peso amount for export energy, and (b) the peso amount credited in the previous month, if any. If the resulting peso amount is positive, **QC** shall pay this positive peso amount to the **BENECO**. If the resulting peso amount is negative, the **BENECO** shall credit the negative peso amount to the **QC's** electric bill in the immediately succeeding billing period.

Section 8. Termination Date. - The agreement shall be co-terminus with the service contract of the **QC** with the **BENECO** under Customer Account No.; _____. Either party may however pre-terminate this net-metering agreement for just cause.

Section 9. Dispute Resolution. - In case of dispute over the application of certain provisions of this agreement, the parties shall exert best efforts to resolve the dispute among themselves within thirty (30) days from when the dispute arose. If the dispute remains unresolved after the thirty (30) day period, either party may file a petition for dispute resolution with the Energy Regulatory Commission (ERC), who shall have original and exclusive jurisdiction over such dispute.



BENGUET ELECTRIC COOPERATIVE, INC.

NET METERING APPLICATION PROCESS

While these are pending with the ERC, the status quo of cases involving violation of contract shall be maintained. The maintenance of the status quo shall only be applicable to the subject matter of the case and will not extend to any other rights and obligation/s between the parties.

IN WITNESS WHEREOF, the parties hereto, through their respective duly authorized representatives, have hereunto set their hands on the date and place as mentioned in the first paragraph of this AGREEMENT.

By: _____ BENGUET ELECTRIC COOPERATIVE, INC.
By: _____

_____(NAME OF APPLICANT_____

ID No.: _____ Mr. PETER B. BUSAING
Board President
ID No.: A09-09-001642

WITNESSES:

_____ GERARDO P. VERZOSA
_____ General Manager

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
La Trinidad, Benguet.....)s.s.

BEFORE ME, a Notary Public for and in the Province of Benguet, Philippines, personally appeared **Mr. PETER B. BUSAING** with his valid ID number and **__(NAME OF APPLICANT) __**with his valid id number as indicated below their names and signature and to be known as to be the same persons who executed the foregoing instrument referring to a Memorandum of Agreement and acknowledged to me that the same is his own free act and voluntary deed and of the corporation represented.

I further certify that this instrument consists of three (3) pages including this page where the acknowledgement is written and that each and every page hereof is duly signed by the party together with their instrumental witnesses and affixed with my notarial seal.

IN TESTIMONY HEREOF, I have hereunto set my hand this _____ day of _____ 2014 at La Trinidad, Benguet, Philippines

Doc. No. _____; ATTY. DELMAR O. CARINO
Page No. _____; Notary Public
Book No. _____; Until December 31, 2015
Series of 2014. PTR No. 3553990/1.2.14/LaTrinidad, Benguet
IBP No. 937649/10.1.13/Baguio City
Roll No. 43045/5.5.98
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