

**CENTRAL ELECTRICITY REGULATORY COMMISSION**  
**4<sup>th</sup> Floor, Chanderlok Building, 36, Janpath, New Delhi-110001**  
**(Tele No. 23353503, Fax No. 23753923)**

Dated: 5<sup>th</sup> June, 2015

To  
Ms. Seema Gupta  
Chief Operating Officer (CTU-Planning)  
Power Grid Corporation of India Limited  
"Saudamini" Plot No. 2  
Sector-29, Gurgaon-122 001  
Haryana

**Subject: Proposed amendment to the Detailed Procedure in view of online submission of Applications**

**Ref: Letter No. C/CTU-PIg/CERC/Online/Procedure dated 17.4.2015**

Madam,

With reference to your letter quoted above, I am directed to convey the approval of the Commission to the amendment to the Detailed Procedure as per the Annexure to this letter. Online submission of application shall be operationalized w.e.f. 1.7.2015. CTU is also requested to give wide publicity to the new procedure for the information of all concerned.

Yours faithfully,

**sd/-**  
**(Shubha Sarma)**  
**Secretary**

## Annexure-I

### **Amendment to the Detailed Procedure issued under Central Electricity Regulatory Commission (Grant of Connectivity, Long Term Access and Medium Term Open Access) Regulations, 2009 as amended from time to time**

#### **Para 3 of the Detailed Procedure-Submission of Application**

*3.1 Applications for Grant of Connectivity to ISTS shall only be made online as per the application form [FORMAT-CON-2] available at <http://openaccess.powergrid.in>.*

*3.2 Documents to be submitted alongwith the application shall include:*

- *Printed copy of the electronically generated online Application duly signed by the applicant.*
- *Original notarized affidavit as per FORMAT-CON-1 for each individual application*
- *Proof of payment of Application fee through NEFT/RTGS by giving UTR No. of the bank remitting the fees*
- *Additional information to be submitted by Generating Station*
  - (i) Site identification and land acquisition*
  - (ii) Environmental clearance for the power station*
  - (iii) Forest Clearance (if applicable) for the land for the power station*
  - (iv) Fuel Arrangements*
  - (v) Water linkage*

*3.3 The printed copy of the electronically generated application form (duly signed by the applicant) along with all the necessary documents shall be submitted in a sealed envelope with “Application for Grant of Connectivity” clearly marked on the envelope. The application shall be addressed to*

*Chief Operating Officer (CTU Planning)  
Power Grid Corporation of India Limited  
Saudamini, Plot No. – 2, Sector – 29  
Near IFFCO Chowk  
Gurgaon – 122 001  
Haryana  
Fax: 0124 – 2571809*

*3.4 The application for Grant of Connectivity to ISTS shall be made as per the application format for connectivity and shall contain details such as, geographical location of the generation project, unit-wise commissioning schedule, etc. [FORMAT-CON-2].*

*3.5 The information in the application shall be supported by a duly notarized sworn in affidavit by the applicant as per the format given at FORMAT-CON-1 and submitted along with the signed copy of the electronically generated application form [FORMAT-CON-2].*

3.6 In case of multiple applications submitted by a single person/organization, printed copy of each of the applications shall be supported by separate sworn in affidavits in original duly notarized.

3.7 Application fees are to be directly credited to POWERGRID Account electronically through National Electric Funds Transfer (NEFT)/Real-time gross settlement (RTGS) which shall be notified separately by CTU on their website.

3.8 All online applications received during the month shall be treated to have been made concurrently.

3.9 For any application to be treated as received in a given month, the online application shall be submitted by 1700 hrs of the last day of the month (1<sup>st</sup> month) AND the corresponding signed copy of the electronically generated application along with all the necessary documents should reach CTU by 1700 hrs of 7<sup>th</sup> day of the next month (2<sup>nd</sup> month).

3.10 Online applications shall be accepted through automated system even if the last working day falls on a holiday. The applicant shall ensure that application is submitted online sufficiently in advance to avoid any technical glitches at the last moment and no further extension of time shall be granted on this account.

3.11 If the 7<sup>th</sup> day of 2<sup>nd</sup> month is observed as a holiday by POWERGRID [all Saturdays, Sundays and list of holidays (as given on POWERGRID's website)] printed copy of application received at CTU on the next working day after the 7<sup>th</sup> day of 2<sup>nd</sup> month will be treated as the applications received in the 1<sup>st</sup> month.

3.12 In case an unscheduled holiday (i.e., other than Saturdays, Sundays and public holidays declared for POWERGRID) is observed on the 7<sup>th</sup> day of the 2<sup>nd</sup> month, printed copy of application forms received on the next working day after the 7<sup>th</sup> day of 2<sup>nd</sup> month shall be deemed to have arrived on the 7<sup>th</sup> day of the month.

3.13 Upon submission of the online application, the Applicant shall receive information through email about successful submission of the application. Similarly upon receipt of electronically generated signed application alongwith applicable documents, applicant shall receive intimation of acknowledgment within two working days through e-mail.

3.14 An incomplete Application and/ or applications for which electronically generated signed application alongwith applicable documents pertaining to that application reaches CTU after 7<sup>th</sup> day of the 2<sup>nd</sup> month (other than the cases discussed in 3.11 and 3.12) and within last working day of the 2<sup>nd</sup> month (no relaxation on account of schedule/unscheduled holidays), application shall be considered as submitted in the 2<sup>nd</sup> month and accordingly processed along with other applications submitted in the 2<sup>nd</sup> month.

*However if the signed copy of the electronically generated application alongwith applicable documents is received after last working day of the 2<sup>nd</sup> month and/or found to be incomplete or not in conformity with the regulations, then the application shall be rejected/closed, application fee shall be forfeited and application Bank Guarantee (BG), if any, shall be returned within 15 days from the date of rejection/closure of application.*

**The proposed amendments to the Procedure for Grant of Medium Term Access (MTOA) to ISTS are as below:**

**Para 11 of the Detailed Procedure - Information/ Data to be furnished along with the application**

*11.1 The information in the application shall be supported by a duly notarized sworn in affidavit by the applicant as per the format given at FORMAT-MTOA-1 submitted along with the signed copy of the electronically generated application form.*

*11.2 In case of multiple applications submitted by a single person/organization, printed copy of each application shall be supported by a separate sworn in affidavit in original duly notarized.*

*11.3 The application for MTOA shall be submitted online as per the application format (FORMAT-MTOA-2) available at <http://openaccess.powergrid.in> and shall include details like quantum of power to be injected at the suppliers point, details of injection and drawl points, time period from and upto which access is required, the source of power, clearance from respective SLDCs for intra-State entities etc. and other details as sought in the application format.*

**Para 13 of the Detailed Procedure - Application Fee**

*13.2 Application fees are to be directly credited to POWERGRID Account electronically through NEFT/ RTGS (Real-time gross settlement), details of which shall be notified separately by CTU on their website.*

**Para 15 of the Detailed Procedure - Application**

*15.1 Documents to be submitted alongwith the application shall include\*\*:*

- Printed copy of the electronically generated online Application duly signed by the applicant.*
- Original notarized affidavit as per FORMAT-MTOA-1 for each individual application*
- Proof of payment of Application fee through NEFT/RTGS by giving the UTR of the bank remitting the fees*
- Concurrence/ No Objection Certificate from SLDC(s) as applicable.*

- *PPA or Sale-Purchase Agreement of power. Letter of Intent (LOI) shall not be accepted as a PPA or Sale-Purchase Agreement.*
- *In case of generating station or consumer not already connected to grid, documentary evidence for completion of the connectivity showing that the connectivity shall be completed before the intended date of commencement of MTOA*
- *Copy of valid trading license, in case the applicant is an electricity trader.*

*\*\* Note - Incomplete application shall be rejected.*

*15.2 The printed copy of the electronically generated application duly signed by the applicant along with all necessary documents shall be submitted in a sealed envelope with “Application for Grant of MTOA” clearly marked on the envelope. The application shall be addressed to*

*Chief Operating Officer (CTU Planning)  
Power Grid Corporation of India Limited  
Saudamini, Plot No. – 2, Sector – 29  
Near IFFCO Chowk  
Gurgaon – 122 001  
Haryana  
Fax: 0124 – 2571809*

*15.3 For any application to be treated as received in a given month, the online application shall be submitted by 1700 hrs of the last day of the month (1<sup>st</sup> month) AND the corresponding signed copy of the electronically generated application alongwith applicable documents should reach CTU by 1700 hrs of the 7<sup>th</sup> day of the next month (2<sup>nd</sup> month).*

*15.4 Online applications shall be accepted through automated system even if the last working day falls on a holiday. The applicant shall ensure that application is submitted online sufficiently in advance to avoid any technical glitches at the last moment and no further extension of time shall be granted on this account.*

*15.5 If the 7<sup>th</sup> day of 2<sup>nd</sup> month is observed as a holiday by POWERGRID [all Saturdays, Sundays and list of holidays (as given on POWERGRID’s website)] printed copy of application received at CTU on the next working day after the 7<sup>th</sup> day of 2<sup>nd</sup> month will be treated as the applications received in the 1<sup>st</sup> month.*

*15.6 In case an unscheduled holiday (i.e., other than Saturdays, Sundays and public holidays declared for POWERGRID) is observed on the 7<sup>th</sup> day of the 2<sup>nd</sup> month, printed copy of application received on the next working day after the 7<sup>th</sup> day of 2<sup>nd</sup> month shall be deemed to have arrived on the 7<sup>th</sup> day of the month.*

*15.7 Upon submission of the online application, the Applicant shall receive information through email about successful submission of the application. Similarly*

*upon receipt of electronic generated signed application alongwith applicable documents, applicant shall receive intimation of acknowledgment within two working days through e-mail.*

*15.8 An incomplete Application and/ or applications for which electronically generated signed application alongwith applicable documents pertaining to that application reaches CTU after 7<sup>th</sup> day of the 2<sup>nd</sup> month (other than the cases discussed in 15.5 and 15.6) and within last working day of the 2<sup>nd</sup> month (no relaxation on account of schedule/unscheduled holidays), application shall be considered as submitted in the 2<sup>nd</sup> month and accordingly processed along with other applications submitted in the 2<sup>nd</sup> month.*

*However if the signed copy of the electronically generated application alongwith applicable documents is received after last working day of the 2<sup>nd</sup> month and/or found to be incomplete or not in conformity with the regulations, then the application shall be rejected/closed, application fee shall be forfeited and application Bank Guarantee (BG), if any, shall be returned within 15 days from the date of rejection/closure of the application.*

**The proposed amendments to the Procedure for Grant of Long Term Open Access (LTA) to ISTS are as below:**

**Para 23 of the Detailed Procedure - Submission of Application**

*23.1 Applications for Grant of Long-term Access to ISTS shall only be made online as per the application form [FORMAT-LTA-2] available at <http://openaccess.powergrid.in>. The information in the application shall be supported by a duly notarized sworn in affidavit by the applicant as per the format given at FORMAT-LTA-1 submitted along with the printed copy of the application [FORMAT-LTA-2]. The signed copy of the electronically generated application along with all the necessary documents shall be submitted in a sealed envelope with “Application for Grant of LTA” clearly marked on the envelope. The application shall be addressed to*

*Chief Operating Officer (CTU Planning)  
Power Grid Corporation of India Limited  
Saudamini, Plot No. – 2, Sector – 29  
Near IFFCO Chowk  
Gurgaon – 122 001  
Haryana  
Fax: 0124 – 2571809*

*23.2 In case of generator or consumer, along with the application of LTA, the applicant shall submit the details of approved connectivity of the generator or*

consumer with grid point(s) or furnish the information about the connectivity application already submitted to the nodal agency.

23.3 In case of multiple applications submitted by a single person/organization, printed copy of each of the applications shall be supported by separate sworn in affidavits in original duly notarized.

23.4 In case an intra-State entity is applying for LTA, concurrence of concerned State Transmission Utilities of the States having injection and drawl points shall be obtained in advance in the prescribed format [FORMAT-LTA-3] and attached with the application.

23.5 All payments are to be directly credited to POWERGRID account electronically through NEFT/ RTGS (Real-time gross settlement), details of which shall be notified separately by CTU on their website.

23.6 Application Bank Guarantee: The application shall be accompanied by a bank guarantee of Rs. 10,000/- (Rupees ten thousand only) per MW of the total power to be transmitted. The bank guarantee shall be in favour of "Power Grid Corporation of India Ltd", as per the format given at **FORMAT-LTA-4**.

23.7 The bank guarantee of Rs. 10,000/- (Rupees ten thousand only) per MW shall initially be valid for one year and shall be extended, if required, till the execution of the long-term access agreement (in case when augmentation of transmission system is required) or till operationalisation of long-term access (in cases when augmentation of transmission system is not required) as per format given at **FORMAT-LTA-4**. The aforesaid bank guarantee will stand discharged and returned to the applicant within 15 days from the date of operationalization of long-term open access, when augmentation of transmission system is not required or the submission of appropriate bank guarantee required to be given by the applicant to the CTU during construction phase when augmentation of transmission system is required, as the case may be.

23.8 The bank guarantee may be encashed by the nodal agency,

- (i) if the application is withdrawn by the applicant, or
- (ii) if the long-term access rights are relinquished prior to the operationalisation of such long-term access when augmentation of transmission system is not required, or
- (iii) If the applicant fails to sign the Long Term Access Agreement with CTU or a tripartite agreement with CTU and transmission licensee, as the case may be, and fails to furnish appropriate BG for construction phase, within stipulated time as indicated in the intimation letter, or
- (iv) If the applicant fails to submit the extension letter of the earlier furnished BG at least 30 days prior to its expiry.

23.9 Documents to be submitted alongwith the application shall include\*\*:

- Printed copy of the electronically generated online Application duly signed by the applicant.
- Original notarized affidavit as per FORMAT-LTA-1 for each individual application
- Proof of payment of Application fee through NEFT/RTGS by giving UTR No. of the Bank remitting the fees
- Application bank guarantee of Rs. 10,000/- (Rupees ten thousand only) per MW as applicable
- Concurrence/ No Objection Certificate from STU(s)
  - (i) For Drawl: from concerned STU (s) in case of firm PPA. However it is not required for applicant seeking target region for drawl or Bulk consumer directly connected to ISTS network
  - (ii) For Injection: from concerned STU (s) if injection is in STU network
- PPA or Sale-Purchase Agreement of power as applicable. Letter of Intent (LOI) shall not be accepted as a PPA or Sale-Purchase Agreement. However not required for applicant seeking target region for injection or drawl.
- Copy of valid trading license, in case applicant is a trader.

\*\* Note - Incomplete application shall be rejected.

23.10 For any application to be treated as received in a given month, the online application shall be submitted by 1700 hrs of the last day of the month that month (1<sup>st</sup> month) AND the corresponding signed copy of the electronically generated application alongwith applicable documents including application Bank Guarantee (BG) should reach CTU by 1700 hrs of the 7<sup>th</sup> day of the next month (2<sup>nd</sup> month).

23.11 Online applications shall be accepted through automated system even if the last working day falls on a holiday. The applicant shall ensure that application is submitted online sufficiently in advance to avoid any technical glitches at the last moment and no further extension of time shall be granted on this account.

23.12 If the 7<sup>th</sup> day of 2<sup>nd</sup> month is observed as a holiday by POWERGRID [all Saturdays, Sundays and list of holidays (as given on POWERGRID's website)] printed copy of application forms received in CTU next working day after the 7<sup>th</sup> day of 2<sup>nd</sup> month will be treated as the applications received in the 1<sup>st</sup> month.

23.13 In case an unscheduled holiday (i.e., other than Saturdays, Sundays and public holidays declared for POWERGRID) is observed on the 7<sup>th</sup> day of the 2<sup>nd</sup> month, printed copy of application forms received on the next working day after the 7<sup>th</sup> day of 2<sup>nd</sup> month shall be deemed to have arrived on the 7<sup>th</sup> day of the month.



*23.14 Upon submission of the online application, the Applicant shall receive information through email about successful submission of the application. Similarly upon receipt of electronic generated signed application alongwith applicable documents, applicant shall receive intimation of acknowledgment within two working days through e-mail.*

*23.15 An incomplete Application and/ or applications for which electronically generated signed application alongwith applicable documents pertaining to that application reaches CTU after 7<sup>th</sup> day of the 2<sup>nd</sup> month (other than the cases discussed in 23.7 and 23.8) and within last working day of the 2<sup>nd</sup> month (no relaxation on account of schedule/unscheduled holidays), application shall be considered as submitted in the 2<sup>nd</sup> month and accordingly processed along with other applications submitted in the 2<sup>nd</sup> month.*

*However if the signed copy of the electronically generated application alongwith applicable documents is received after last working day of the 2<sup>nd</sup> month and/or found to be incomplete or not in conformity with the regulations, then the application shall be rejected/closed, application fee shall be forfeited and application Bank Guarantee (BG), if any, shall be returned within 15 days of the rejection/closure of the application.*