

## **TERMS AND CONDITIONS AS A REGISTERED SOLAR PHOTOVOLTAIC SERVICE PROVIDER (RSPVSP) – SRI LANKA SUSTAINABLE ENERGY AUTHORITY**

Any applicant who registered as a Registered Solar PV Service Provider (Rooftop Solar PV Program) under the Sri Lanka Sustainable Energy Authority (SLSEA) shall comply with the followings.

1. Applicants must download the application form from [www.energy.gov.lk](http://www.energy.gov.lk). SLSEA will only process the application after all complete information and supporting documents have been submitted to the SLSEA.
2. SLSEA will visit the applicant's office or interview the applicant for verification purposes, if necessary. SLSEA may approve or reject the application of any applicant as a RSPSP and the decision made by SLSEA is final.
3. The applicant must be a Sri Lankan company registered with the Department of the Registrar of Companies of Sri Lanka under the Companies Act No 7 of 2007, and have a registered address and business address in Sri Lanka.
4. Financial proof should be minimum LKR 5 million for installer and LKR 10 million for distributor or reseller. The minimum balance should have in a bank account for three (03) consecutive months before registration is made with SLSEA.
5. At least one (1) engineer and two (2) technicians should be in permanent cadre for initiate as an installer and at least one (1) engineer or one (1) technician should be for initiate as Distributor/Reseller.
  - Engineer must be recognized by Engineering Council of Sri Lanka and in a relevant field with two (2) years industrial experience.
  - Technician must have NVQ3 or 4 in Solar PV/Electrical wiring technicians Certificate with two(2) years industrial experience.
  - Engineer and Technicians must have at least one year experience in solar PV system design/installations/maintenance
  - The engineer and technicians should be in service on a full-time basis
6. Any applicant who has been approved as must— comply with the following Terms and Conditions throughout the listing period;
  - a. responsible for all solar photovoltaic installation projects under the registration.

- b. have a safety policy and safe work practices for any solar photovoltaic installation work including ensuring that the environment is not affected by such installation;
  - c. ensure that all dealings relating to the business and handling of customers are conducted transparently and with integrity in the interest of customers;
  - d. ensure that customer information is not disclosed to any third party without the consent of such customer;
  - e. ensure that the statements issued by the RSPVSP are not misleading or give the impression that the RSPSP is a representative or agent or affiliate of SLSEA or the Ministry responsible for matters relating to electricity supply;
  - f. RSPVSP shall comply with the applicable provisions under the SLSEA Act 2007 [Act 35] and its subsidiary legislation, guidelines and other relevant laws; and RSPVSP shall meet the performance targets set by SLSEA, if any, and contribute towards the development of any related RE program under SLSEA.
  - g. Latest Memorandum & Articles of Association (M&A) of Company reflecting design/install/maintenance of renewable energy installations as part of their line of business.
  - h. Whether the relevant information about the company which should be submitted annually have been submitted to the Registrar of Companies.
7. For each application, will be charged a processing fee
- a. pay the application fee either in cash or through a bank draft (Sri Lanka Sustainable Energy Authority), since this Authority is not in a position to accept cheques for the payment of application fees. - Initial registration fee of LKR 25,000.00 (Excluding Tax)
  - b. Annual renewal fee of LKR 10,000.00 (Excluding Tax)
  - c. If the registered name, address details or the director board changes are made to the company once it is registered at SEA, there will be a fee of LKR 25,000.00(Excluding Tax)
  - d. Adding, Re-submissions/new submissions are made on PV panel/inverters from the same company, LKR 5,000.00(Excluding Tax) is charged per submission.
  - e. SLSEA may update the information of RSPVSP in a directory published in the SLSEA web.
8. SLSEA may conduct an investigation if SLSEA receives any complaint or finds that any RSPVSP does not comply with SLSEA, SLS, PUCSL, CEB and LECO Terms and Conditions.

- a) Based on the results of the investigation, if SLSEA finds non-compliance with RSPVSP Terms and Conditions, SLSEA may— give notice to RSPSP to rectify the breach within 14 days from the date the notification is made to RSPVSP;
  - b) if RSPSP fails to rectify the breach within the stipulated time period, SLSEA may suspend RSPSP from listing and any new application for PV installation for or on behalf of the customer for any Solar PV or program under SLSEA for one (1 ) year; or cancel its listing and not allow it to apply to become an RSPSP for a period to be determined by SLSEA.
9. The decision of SLSEA is final and binding on the parties involved. SLSEA shall not be liable for any loss, damage and legal proceedings arising from the failure or non-compliance by RSPSP in complying with these terms and conditions.
10. SLSEA is not responsible for the accuracy of the information in the directory or listing. The information contained in this directory also should not be construed as that SLSEA recognizes and recommends the services of any RSPVSP. RSPVSP also cannot be considered as a representative or agent or affiliate of SLSEA or the Ministry responsible for matters relating to electricity supply.