



MANUAL FEED-IN APPROVAL APPLICATION FORM (SOLAR PV ≤ 12 kWp)
By Individual Only

For office use only:	Please submit your application form to: Sustainable Energy Development Authority Malaysia Galeria PjH Aras 9, Jalan P4W Persiaran Perdana Presint 4 62100 Putrajaya, MALAYSIA Tel No.: 03 – 8870 5800 Fax No.: 03 – 8870 5900
Reference No. :	
Serial No. :	
Date received :/...../.....	
Time received :	
Receiving Officer :	

Please tick (✓) in the applicable boxes.

Information on Applicant

Name of Applicant: _____
MyKad No. / Passport No. / Registration No. (or if not available, Service Tax Registration No.¹): _____
e-PBT No.²: _____

Information on New or Existing Project

Renewable Resource: Solar PV

Project Status: New project
 Existing project with net metering

Total installed capacity (MW³): _____
Net export capacity (MW) _____

Voltage level at Connection Point: Low voltage

Connection Type: Low voltage direct connection
 Low voltage in-direct connection

Name of Distribution Licensee: _____
(e.g. TNB, SESB, etc.)

¹ Not applicable to local authorities.

² Only applicable to local authorities.

³ 1 MW = 1,000 kW



Sustainable Energy Development Authority Malaysia (SEDA Malaysia)

Galeria PjH, Aras 9, Jalan P4B, Persiaran Perdana, Presint 4, 62100 Putrajaya
T : +603 - 8870 5800 F : +603 - 8870 5900 E : info@seda.gov.my

Applicable criteria for bonus feed-in tariff rate in addition to basic feed-in tariff rate (if any):

- Use as installations in buildings or building structures
- Use as building material
- Use of locally manufactured or assembled solar PV modules
- Use of locally manufactured or assembled solar inverters

Location of RE Project Site

UPI (Universal Parcel Identifier) location

District: _____

Sub-District / City / Town: _____

Section: _____

Lot / PT No.: _____

Project site address

Address: _____

Postcode: _____ District: _____

State: _____

Please enter the GPS location of project or attach site map. If entering GPS location, please enter the latitude and longitude coordinates in degrees, minutes and seconds format (DDMMSS) (e.g. Latitude: 5° 18' 56.9802", Longitude: 103° 7' 16.647").

Latitude: _____ ° _____ ' _____ " Longitude: _____ ° _____ ' _____ "

Site Ownership: Fully Owned Owned (Charged To Bank) Leased

Owner of the site / Bank Name / Lessor Name (if leased): _____

The Applicant is required to provide 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.

Current site activities: Agriculture Commercial Industrial Residential Others



Sustainable Energy Development Authority Malaysia (SEDA Malaysia)

Galeria PjH, Aras 9, Jalan P4B, Persiaran Perdana, Presint 4, 62100 Putrajaya

T : +603 - 8870 5800 F : +603 - 8870 5900 E : info@seda.gov.my

Contractor

This section is only applicable to new projects

Details of service provider⁴

Company Registration No.: _____
Company Name: _____
Business Address: _____
City: _____ Postcode: _____
State: _____
Telephone No: _____ Fax No: _____
E-mail: _____ Website: _____

Project manager⁵ (if any)

Name of Project Manager: _____
Nationality: _____
MyKad No./Passport No.: _____
Telephone No: _____ Mobile No: _____
Email: _____

Qualified Persons⁶

Qualified Person 1

Name of Qualified Person: _____
MyKad No./Passport No.: _____
Organisation or Company
Name: _____
Company Registration No.
(if any): _____
Telephone No: _____ Mobile No: _____
Email: _____

⁴ The service provider can be a main engineering procurement and construction contractor, system integrator or technology provider based in Malaysia. The Applicant may also be its own service provider provided that its employees possess the applicable qualifications. A service provider may also be one of the qualified persons.

⁵ The project manager can be an employee of either the Applicant or the service provider.

⁶ Persons tasked by the Applicant with the carrying out of any work, action, certification, obligation or responsibility to the compliance with any provisions of any subsidiary legislation made pursuant to the Renewable Energy Act 2011. The Applicant is required to provide evidence of qualifications of qualified persons consistent with the requirements of the Renewable Energy (Technical and Operations) Rules 2011.



Sustainable Energy Development Authority Malaysia (SEDA Malaysia)

Galeria PjH, Aras 9, Jalan P4B, Persiaran Perdana, Presint 4, 62100 Putrajaya

T : +603 - 8870 5800 F : +603 - 8870 5900 E : info@seda.gov.my

Scope of Work: _____

Qualified Person 2

Name of Qualified Person: _____

MyKad No./Passport No.: _____

Organisation or Company
Name: _____

Company Registration No.
(if any): _____

Telephone No: _____ Mobile No: _____

Email: _____

Scope of Work: _____

Qualified Person 3

Name of Qualified Person: _____

MyKad No./Passport No.: _____

Organisation or Company
Name: _____

Company Registration No.
(if any): _____

Telephone No: _____ Mobile No.: _____

Email: _____

Scope of Work: _____

For Manual Application Only



Sustainable Energy Development Authority Malaysia (SEDA Malaysia)

Galeria PjH, Aras 9, Jalan P4B, Persiaran Perdana, Presint 4, 62100 Putrajaya
T : +603 - 8870 5800 **F** : +603 - 8870 5900 **E** : info@seda.gov.my

Technical Information on New or Existing Project

Total Installed Capacity (MW): _____
 Net Export Capacity (MW) _____
 Interconnection Voltage (kV)⁷: _____
 (e.g.: 0.23kV, 0.4kV, 11kV, 22kV or 33kV)

Distance from the plant to interconnection point (km): _____

- Module Type:
- Monocrystalline
 - Polycrystalline
 - Thin Film Amorphous Silicon
 - Thin Film Compound
 - Others

	Generation ⁸	Export ⁹
Capacity factor ¹⁰ (%):		
Energy Yield (MWh/year):		
Specific Yield (MWh/MW/year):		

Yield Projection

Year / Yield	Generation Based On Installed Capacity		Export / Declared Annual Availability ¹¹ (Based On Net Export Capacity)	
	MWh	Capacity Factor (%)	MWh	Percentage Export (%)
1				
2				
3				
4				
5				
6				
7				
8				

⁷ As determine by PSS or CCC (if any)

⁸ Total amount of renewable energy to be generated by the renewable energy installation in a year.

⁹ Total amount of renewable energy to be generated by the renewable energy installation and delivered up to the connection point in a year.

¹⁰ Capacity Factor Formula:

Capacity Factor (%) = [Energy Generated (MWh)/(Installed Capacity (MW)* 8760)] * 100

Percentage Export (%) = [Energy Export (MWh) / (Net Export Capacity (MW)* 8760)] * 100

¹¹ The Declared Annual Availability will be automatically pro-rated for the first and last years by the e-FiT Online System based on export data input



Sustainable Energy Development Authority Malaysia (SEDA Malaysia)

Galeria PjH, Aras 9, Jalan P4B, Persiaran Perdana, Presint 4, 62100 Putrajaya

T : +603 - 8870 5800 F : +603 - 8870 5900 E : info@seda.gov.my

9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				

■ These data entries will be automatically calculated by the e-FiT Online System using the information submitted by the Applicant above.

For Manual Application



Financing

This section is only applicable to new projects.

A. Projected Capital Expenditure

1. Equipment Cost:

Description	Cost (RM)
PV modules	
Inverter	
Balance of System	

2. Installation Cost (RM):

3. Design & Consultancy (RM):

4. Interconnection Cost (RM):

5. Preliminary Cost (RM):

6. Other Capital Cost (Please specify):

Description	Amount (RM)

Total Capital Cost (RM):

_____ *Summation of Section A (No. 1 – 6)*

B. Loan

Do you require a loan?

Yes

No

If yes, please fill in your loan information below.

Financier:

Loan Amount (RM):

Loan Interest (%):

Loan Tenure (years):

Please attach the conditional letter(s) of approval from the entity(ies) who will be providing financing to the Applicant for the project. Such conditional letters of approval should state, among others, that the entity(ies) has considered the Applicant's financing proposal and agrees to provide financing for the project subject to the grant of the feed-in approval to the Applicant.



Sustainable Energy Development Authority Malaysia (SEDA Malaysia)

Galeria PjH, Aras 9, Jalan P4B, Persiaran Perdana, Presint 4, 62100 Putrajaya
T : +603 - 8870 5800 F : +603 - 8870 5900 E : info@seda.gov.my

Total equity contribution by the Applicant¹²

Equity (RM) : _____ Percentage¹³ (%) : _____

C. Projected Annual Operational Expenditure

1. Insurance Premium (RM): _____
2. Operation & Maintenance Cost (RM): _____
3. Other Operating Cost (Please specify): _____

Description	Amount (RM)

Total Operating Cost (RM): _____
(Summation of Section C (No. 1- 3))

Project IRR

Project IRR (%): _____

¹² Note for company only : As part of your Financial milestones, you will be required to upload a copy of your company's bank account latest 3 months statements showing a minimum credit balance of 5% of the capital cost of your project.

¹³ Applicant's equity is limited to not less than 5% of the total project cost.



Sustainable Energy Development Authority Malaysia (SEDA Malaysia)

Galeria PjH, Aras 9, Jalan P4B, Persiaran Perdana, Presint 4, 62100 Putrajaya
 T : +603 - 8870 5800 F : +603 - 8870 5900 E : info@seda.gov.my

Proposed Work Plan¹⁴

Please select proposed work plan:

- Work Plan A: If Renewable Energy Installation will be connected to a Low Voltage Supply Line.
- Work Plan B: If Renewable Energy Installation is an existing project with net metering.

Work Plan A

No.	Milestones	Estimated Due Date
1.	Feed-in approval application submission date	
	Time frame: _____ Month (s) ¹⁵ _____ Week (s)	
2.	Registration of Renewable Energy Power Purchase Agreement (REPPA) with the Sustainable Energy Development Authority (SEDA) Malaysia	
	Time frame: _____ Month (s) _____ Week (s)	
3.	1 st Payment to Contractor	
	Time frame: _____ Month (s) _____ Week (s)	
4.	Feed-in tariff Commencement Date	

¹⁴ Total duration must not exceed 36 months.

¹⁵ Minimum time frame for registration of REPPA is 2 months



Sustainable Energy Development Authority Malaysia (SEDA Malaysia)

Galeria PjH, Aras 9, Jalan P4B, Persiaran Perdana, Presint 4, 62100 Putrajaya
 T : +603 - 8870 5800 F : +603 - 8870 5900 E : info@seda.gov.my

Work Plan B

No.	Milestones	Estimated Due Date
1	Feed-in approval application submission date	
↓	Time frame: _____ Month (s) ¹⁶ _____ Week (s)	
2	Registration of renewable energy power purchase agreement (REPPA) with the Sustainable Energy Development Authority (SEDA) Malaysia	
↓	Time frame: _____ Month (s) _____ Week (s)	
3.	Feed-in tariff Commencement Date	

■ These data entries will be automatically calculated by the e-FIT Online System using the information submitted by the Applicant above.

For Manual Application

¹⁶ Minimum time frame for registration of REPPA is 2 months

Supporting Documents Checklist

The certified true copies of the following documents are to be submitted in support of this application, where applicable¹⁷.

1.	The detailed engineering design of the renewable energy installation, including all relevant calculations to justify the installed capacity and claimed efficiencies must be made available in CD and hardcopy to be delivered to SEDA Malaysia office within 7 working days of a successful submission of FiT application;	<input type="checkbox"/>
2.	The feed-in approval currently or previously held by the Applicant, if any;	<input type="checkbox"/>
3.	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.	<input type="checkbox"/>
4.	Applicable documents as required in column 3 of the First Schedule of the Renewable Energy (Feed-in Approval and Feed-in Tariff Rate) Rules 2011, for bonus feed-in tariff rate in addition to basic feed-in tariff rate, where the renewable energy installation has any one or more of the following criteria: <ul style="list-style-type: none"> i) Use as installation in buildings or building structures. <ul style="list-style-type: none"> - Design drawings accompanied by the written confirmation by a qualified person that the criteria will be met based on such design drawings <input type="checkbox"/> ii) Use as a building materials <ul style="list-style-type: none"> - Design drawings accompanied by the written confirmation by a qualified person that the criteria will be met based on such design drawings. <input type="checkbox"/> 	<input type="checkbox"/> <input type="checkbox"/>

¹⁷ The maximum page size for supporting documents is A3.



Sustainable Energy Development Authority Malaysia (SEDA Malaysia)

Galeria PjH, Aras 9, Jalan P4B, Persiaran Perdana, Presint 4, 62100 Putrajaya
 T : +603 - 8870 5800 F : +603 - 8870 5900 E : info@seda.gov.my

	<p>ii) Use of locally manufactured or assembled solar PV modules, either:</p> <ul style="list-style-type: none"> - A certified copy of the manufacturer's licence issued under the Industrial Co-ordination Act 1975 [Act 156]; - A certificate of factory acceptance test or its equivalent; or - A certificate from the manufacturer. <p>iv) Use of locally manufactured or assembled solar inverters, either:</p> <ul style="list-style-type: none"> - A certified copy of the manufacturer's licence issued under the Industrial Co-ordination Act 1975 [Act 156]; - A certificate of factory acceptance test or its equivalent; or - A certificate from the manufacturer; 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
5.	A certificate in solar photovoltaic system design from any institution recognised by the Authority.	<input type="checkbox"/>
6.	A certificate(s) of Competency as a Wireman issued by the Energy Commission to the Qualified Person(s);	<input type="checkbox"/>
7.	The site map (if GPS coordinates are not provided)	<input type="checkbox"/>
8.	<p>If the project requires loan from a bank(s) or financier(s), please provide the following documents:</p> <ul style="list-style-type: none"> a) The letter(s) of intent/offer letter(s)/financing term sheet(s) from the entity(ies) that will be or has provided financing to the Applicant for the project; and b) Relevant documents to prove that the Applicant must raise capital equivalent to at least 5 % of the total capital cost of the Renewable Energy Installation. <p>If the project is self-financed, please provide the following documents as applicable:</p> <ul style="list-style-type: none"> a) Company – Relevant documents confirming that you have the financial capacity equivalent to or your bank account statement showing a credit balance of at least the total capital cost of the Renewable Energy installation. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>



Sustainable Energy Development Authority Malaysia (SEDA Malaysia)

Galeria PjH, Aras 9, Jalan P4B, Persiaran Perdana, Presint 4, 62100 Putrajaya

T : +603 - 8870 5800 F : +603 - 8870 5900 E : info@seda.gov.my

	b) Individual – Relevant documents confirming that you have the financial capacity equivalent to or your bank account statement showing a credit balance of at least the total capital cost of the Renewable Energy installation.	<input type="checkbox"/>
	c) Other entities – Relevant documents confirming that you have the financial capacity equivalent to or your bank account statement showing a credit balance of at least the total capital cost of the Renewable Energy installation.	<input type="checkbox"/>
9.	Land title	<input type="checkbox"/>
10.	Others (Please specify):	<input type="checkbox"/>

For Manual Application Only



Declaration

Declaration Form for Solar PV Feed-in Approval Application (≤12kWp) by Individual Only*

Applicant's Name : _____
Total Installed Capacity (MWp) : _____
Method of Connection : _____
Feed-in Tariff Rate (RM/kWh) : _____
Bonus : _____
SCOD : _____
Installation Address : _____

I, [Name:, MyKad/ Passport No.:],
the Applicant, hereby declare that:

1. All information and accompanying documents submitted herein are true, accurate and complete. I am not aware of any other information or document which would make the documents submitted herein untrue or misleading. I understand and acknowledge that the omission of any relevant information or document, or the submission of any information or document that is false or misleading may result in the rejection of this application, the revocation of any feed-in approval granted pursuant to this application and/or would constitute an offence committed by me under the Renewable Energy Act 2011 and/or its applicable subsidiary legislation.
2. The certified true copies of the documents identified in the Supporting Documents Checklist of this application form have been submitted by the Applicant to the Sustainable Energy Development Authority Malaysia in support of this application.
3. I agree that any additional information that may henceforth be required will be submitted by me by electronic medium or by way of electronic transmission in accordance with the requirements of the Sustainable Energy Development Authority Malaysia. Such information shall include but is not limited to information relating to the milestones for the proposed renewable energy installation and the dates by which such milestones are to be achieved. The declaration I have made in paragraph 1 above shall be repeated for any additional information I may submit in accordance with this paragraph 3.
4. I will immediately notify the Sustainable Energy Development Authority Malaysia if I become bankrupt.



Sustainable Energy Development Authority Malaysia (SEDA Malaysia)

Galeria PjH, Aras 9, Jalan P4B, Persiaran Perdana, Presint 4, 62100 Putrajaya
T : +603 - 8870 5800 F : +603 - 8870 5900 E : info@seda.gov.my

5. A service provider may be appointed by me to make this application on my behalf but I shall be fully responsible for the contents thereof.

6. I hereby agree to the Terms and Conditions of Use of the Sustainable Energy Development Authority Malaysia website. These terms include but are not limited to the restriction on divulging the e-FiT Online System username and password assigned to the Applicant to any third party and permitting or encouraging any unauthorised user to access the restricted section in the e-FiT Online System by using the username and password assigned to me.

7. I hereby agree and consent to the full disclosure of the information submitted with this application and any additional information I may submit in accordance with paragraph 3 above to the Energy Commission and any service provider and/or financier identified by me. I also agree and consent to the disclosure of such information to the distribution licensee whose electricity distribution network the proposed renewable energy installation is to be connected to, to the extent deemed appropriate by the Sustainable Energy Development Authority Malaysia. Such disclosure shall not be a breach of any confidentiality obligations owed to me by the Sustainable Energy Development Authority Malaysia.

8. I have read and understood all the rules and regulations as stipulated in the Renewable Energy Act 2011, its subsidiary legislations and SEDA's Guidelines and Determinations. This Registration complies with the provisions of the Renewable Energy Act 2011 and subsidiary legislations made thereunder.

.....

Name:

MyKad No./Passport No:

Date:

For Manual Application Only



Sustainable Energy Development Authority Malaysia (SEDA Malaysia)

Galeria PjH, Aras 9, Jalan P4B, Persiaran Perdana, Presint 4, 62100 Putrajaya

T : +603 - 8870 5800 F : +603 - 8870 5900 E : info@seda.gov.my

Declaration by Service Provider¹⁸

I, [Name:, MyKad No.:],
the service provider, hereby agree that paragraphs 1, 2, 3, 6, 7 and 8 of the above declaration by the
Applicant shall apply to me in making this application on behalf of the Applicant.

.....

Name:

MyKad No./Passport No:

Designation:

Date:

For Manual Application Only

¹⁸ If application is submitted on behalf of the Applicant by a service provider.