



Step-By-Step Guide on Solar PV Applications for the Non-Individual (up to 425kW)

This step-by-step guide on **Solar PV Applications for the Non-Individual (up to 425kW)** comprises of **important reminders, timeline, screen/email shots** for the application process which are arranged in a step-by-step format. This guide is only intended for FiA applicants interested in solar PV for the non-individuals for projects located in Peninsular Malaysia, Sabah and WP Labuan that will achieve commercial operation by **end of 2014**.

A: Application Process on Solar PV Application for the Non-Individual up to 425 kW

Important reminders:

- Feed-in Applicants (FiAs) can submit their draft applications via the e-FiT online system (accessible via efit.seda.gov.my) from May 2, 2014 until June 16, 2014 (5pm).
- New balloting system for quota application for solar PV projects of capacity up to 425kW.
- Applicants with complete draft applications which have complied to the requirements, will be invited to participate for allocation of quota via a balloting process. These apply to all states participating in the FiT mechanism i.e. Sabah, Federal Territory of Labuan and all Peninsular Malaysia states.
- Only companies which have completed 100% of their draft application will qualify for the balloting. Only one (1) draft per company is permitted for this.
- The balloting day will be on June 18, 2014, and the details on the venue and time will be announced on SEDA Malaysia's website (www.seda.gov.my)
- An external auditor will be engaged to monitor the entire ballot process to ensure good governance and transparency.
- On June 19, 2014, successful FiAs will be invited to be present at the SEDA Malaysia's Headquarters in Putrajaya for online submission of their successful application.

Timeline for Application Process on Solar PV Application for the Non-Individual up to 425 kW

No.	Date/Time	Items
1	May 2 - June 16, 2014 (5pm)	RE Applicants to put in draft application via the e-FiT online system (accessible via efit.seda.gov.my), and upon 100% completion of the draft application will qualify for the balloting.
2	June 18, 2014	Balloting Day
3	June 19, 2014	Successful FiAs from the balloting exercise will be invited to SEDA headquarters to submit their FiA applications via e-FiT online System to complete the allocation of quota by the system.

NOTE:

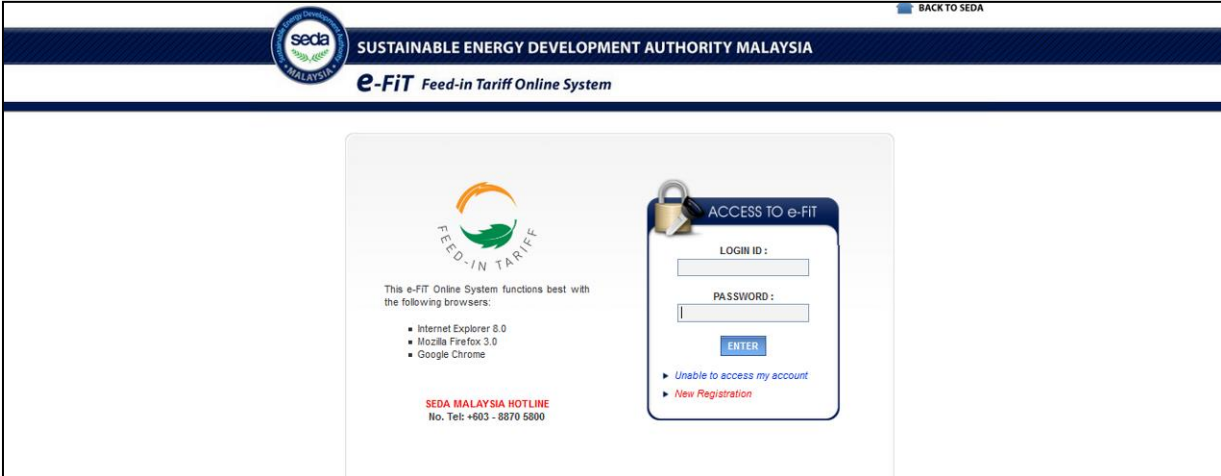
- * Upon submission of each FiA application, the e-FiT online system will check to ensure all requirements and limit of capacity (MW) taken, eg, the company's immediate and ultimate shareholders' capacity (MW) taken.
- * Quota will be allocated to the companies for the capacity (MW) applied else it will be rejected.
- * If several companies with any same shareholder try to submit more than one FiA applications the system will reject their FiA application.
- * Then, the capacity for those rejected companies will be put into the refused basket for the next quota release in 2015.
- * SEDA Malaysia is able to control the MW limit for a company or its shareholders and companies with same immediate or ultimate shareholder(s) will not be able to submit more than 1 FiA application in a day and there will be no rush.

Step-by-Step Guide on Solar PV Applications for the Non-Individual up to 425kW

COMPANY PROFILE REGISTRATION

1. First time FiA applicants, and in all cases, appointed solar PV service providers entrusted by the application to make the applicants on their behalf, are required to log on to the e-FiT online system via <https://efit.seda.gov.my> (Figure 1), to initiate their registration process (Figure 2)


FIGURE 1: New Registration



The screenshot displays the SEDA Malaysia e-FiT Feed-in Tariff Online System login page. At the top, there is a header with the SEDA logo and the text "SUSTAINABLE ENERGY DEVELOPMENT AUTHORITY MALAYSIA" and "e-FiT Feed-in Tariff Online System". A "BACK TO SEDA" link is visible in the top right corner. The main content area features a central box with the "FEED-IN TARIFF" logo and a list of recommended browsers: Internet Explorer 8.0, Mozilla Firefox 3.0, and Google Chrome. Below this, the SEDA Malaysia Hotline number is provided: No. Tel: +603 - 8870 5800. To the right, there is a login form titled "ACCESS TO e-FiT" with fields for "LOGIN ID:" and "PASSWORD:", an "ENTER" button, and links for "Unable to access my account" and "New Registration".

FIGURE 2: Profile Registration Form

[LOGIN](#) [BACK TO SEDA](#)


SUSTAINABLE ENERGY DEVELOPMENT AUTHORITY MALAYSIA
e-FiT Feed-in Tariff Online System

Applicant Category: COMPANY

INSTRUCTIONS : * MANDATORY fields.
* Please specify at least one.

COMPANY INFORMATION

Company Name : ABC SDN BHD *

Registration No. : *

Re-Confirm Registration No. : *

Date Of Incorporation : 05/05/2010 20 *

Registered Address

Address : NO. 1, JALAN TERATAI *

LORONG AMAN

TAMAN INDAH

Postcode : 71300 *

City : SEREMBAN *

State : NEGERI SEMBILAN DARUL KHUSUS *

Business Address ☒ Same as Registered Address

Address : NO. 1, JALAN TERATAI *

LORONG AMAN

TAMAN INDAH

Postcode : 71300 *

City : SEREMBAN *

State : NEGERI SEMBILAN DARUL KHUSUS *

Telephone No. : 03 - 6662090 *

Fax No. : 03 - 6662091 *

Website : .com.my

CONTACT PERSON

Note: Contact Person must be one of the Authorized Personnel of Company

Full Name : MOHD ASMADI *

MyKad No./Passport No. : 821030101234 *

Note: Please key in the numeric portion of the Passport Number

Position in Company : EXECUTIVE DIRECTOR *

Telephone No. : 03 - 62511234 *


Mobile No. : 011 - 12345678 *

Email : @.com

Re-Enter Email : @.com *

VERIFICATION

CAPTCHA Verification



[\[Reload Image\]](#)

Please enter the text from the image

tequque

☒ I am a representative of the abovenamed Applicant and have been duly authorised to make this application on its behalf.

☒ 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 for Feed-in Approval application complies with the provisions of the Renewable Energy Act 2011 and subsidiary legislations made thereunder.

☒ All information submitted herein are true, accurate and complete and shall be part of the Applicant's application for a Feed-In Approval.

Register

Registration completed.

Your Account Information has been sent to your email inbox. Please check your email and activate your account to login the e-FiT Application.

[Click here](#) to login

Thank You.

2. Upon completion of initial details, each FiA applicant will be issued a login ID with a unique password of which they will be notified promptly via email (Figure 3) by the e-FiT system. In all cases, it is the login ID and password is decided by and emailed to the applicant's email address.

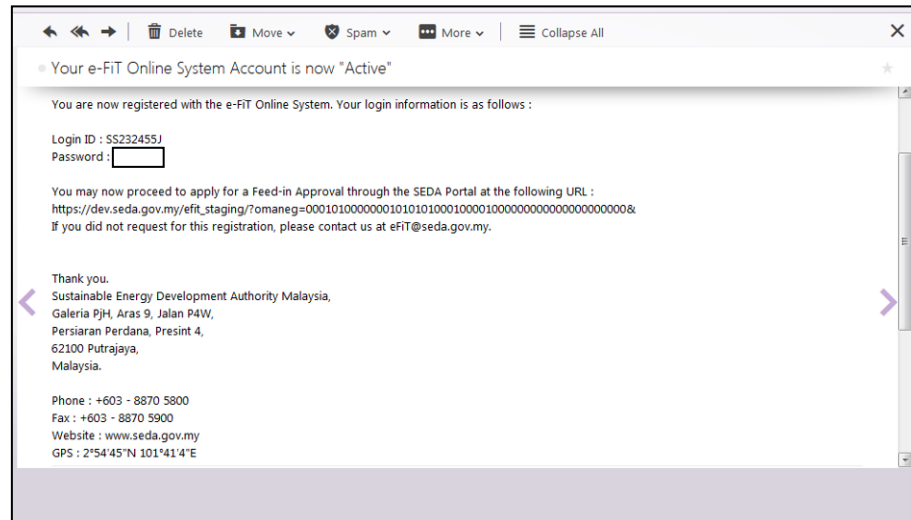



FIGURE 4: First Time Login



SUSTAINABLE ENERGY DEVELOPMENT AUTHORITY MALAYSIA

e-FiT *Feed-in Tariff Online System*

[BACK TO SED](#)

FIRST TIME LOGIN

Welcome! This is your first time logging into e-FiT Online System.
Please change your temporary password to a permanent password.

CURRENT PASSWORD :

NEW PASSWORD :

CONFIRM NEW PASSWORD :

Password Strength :

Password must be a minimum of 8 characters in length. To make your password secure (i.e. higher strength), please include lowercase and uppercase characters, numbers and symbols in your password. Only **STRONG** password will be accepted.

Change Password

Clear Form

- After changing your password, the appointed service provider for the said client will automatically gain access to the profile (Figure 5) of his/her client enabling the service provider to keep track on what is pending or incomplete in their registration/application process, as well the detailed status of their client's application, the RE Capacity (in realtime updates) as well as milestones they have committed in terms of meeting the commercial operation, i.e. FiT Commencement Date (FiTCD).

FIGURE 5: Access to My Profile

RE Project

- My Profile
- Change My Password
- New Application
- Applications / Project List
- Inbox / Query
- Transfer
- Withdrawal

PENDING PAYMENT

APPLICATION NO.	AMOUNT (RM)
RECORD NOT FOUND	

APPLICATION STATISTICS

STATUS	BIOGAS	BIOMASS	SMALL HYDRO	SOLAR PV
DORMANT	0	0	0	0
DRAFT	0	0	0	1
AWAITING STATUTORY DECLARATION	0	0	0	0
WAITING FOR FEE PAYMENT	0	0	0	0
PAID (WAITING FOR PAYMENT APPROVAL) - for offline payment	0	0	0	0
PAID (WAITING FOR FIA APPROVAL)	0	0	0	0
INTENTION TO REFUSE	0	0	0	0
REFUSED	0	0	0	0

RE CAPACITY

Cumulative Installed Capacity

160.00 156.74

MILESTONE

APPLICATION NO.	CURRENT MILESTONE	DUE DATE	OVERALL PROGRESS (%)
Record Not Found			

FIGURE 5: Access to My Profile

RE Applicant Profile

ABC SDN BHD PROFILE

Status : REGISTRATION : INCOMPLETE

User ID : SS232455J

Category : COMPANY

Registration No. : 232455J

Applicant's Name : ABC SDN BHD

INSTRUCTIONS : * MANDATORY fields. * Please specify at least one.

COMPANY INFO | CONTACT PERSON | SHAREHOLDERS | AUTHORISED PERSONNEL | SUPPORTING DOCS | DECLARATION | CHANGE PASSWORD

Date of Incorporation : 05/05/2010 *

Housing Developer : No

Authorised Capital (RM) : 100,000.00 *

Total Paid Up Capital (RM) : 100,000.00 *

Total Paid-up Capital for Company Applicant is governing Feed-in Application as follows:
 1. FIA with Installed Capacity up to 72 kW - Minimum Total Paid-up Capital of RM 20,000.00
 2. FIA with Installed Capacity above 72 kW - Minimum Total Paid-up Capital of RM 50,000.00

Registered Address

Address : NO. 1, JALAN TERATAI *

LORONG AMAN

TAMAN INDAH

Postcode : 71300 *

City : SEREMBAN *

State : NEGERI SEMBILAN DARUL KHUSUS *

Website : www.abrenewable.com.my

Fax No. : 03 - 6662091 *

Save Submit

- FiA applicants will also be expected to provide alternative contacts as contingency measures

FIGURE 6: Alternative Contact Person

User: ABC SDN BHD (SS232455J) | 5 MAY 2014 | 03:17:15 PM [DASHBOARD](#) [LOGOUT](#) [BACK TO SEDA](#)

SEDAS SUSTAINABLE ENERGY DEVELOPMENT AUTHORITY MALAYSIA
e-FiT Feed-in Tariff Online System

RE Project

- My Profile
- Change My Password
- New Application
- Applications / Project List
- Inbox / Query
- Transfer
- Withdrawal

ABC SDN BHD PROFILE

Status : REGISTRATION : INCOMPLETE
User ID : SS232455J
Category : COMPANY
Registration No. : 232455J
Applicant's Name : ABC SDN BHD

INSTRUCTIONS : * MANDATORY fields.
* Please specify at least one.

COMPANY INFO **CONTACT PERSON** SHAREHOLDERS AUTHORISED PERSONNEL SUPPORTING DOCS DECLARATION CHANGE PASSWORD

Note: Contact Person must be one of the Authorized Personnel of Company

Full Name : MOHD ASMADI *

MyKad No./Passport No. : 821030101234 *

Note: Please key in the numeric portion of the Passport Number

Position in Company : EXECUTIVE DIRECTOR *

Telephone No. : 03 - 82511234 *

Mobile No. : 011 - 12345678 *

Email : @yahoo.com *

[Save](#) [Submit](#)

- FiA applicant is required to provide information on their shareholders (Figure 7), which they must submit alongside with a copy of the following documents on PDF, JPEG, PNG or GIF format (duly certified by the Company Secretary):

- Individual (MyKad/Passport), Company, DL, GLC (Form 24 and 49),
- Foreign-Individual (Passport);
- Foreign-Companies (Companies Profile Certified By Respective Country Authority)

FIGURE 7: Shareholders Tab

User: ABC SDN BHD (SS232455J) | 5 MAY 2014 | 03:17:15 PM [DASHBOARD](#) [LOGOUT](#) [BACK TO SEDA](#)

SEDAS SUSTAINABLE ENERGY DEVELOPMENT AUTHORITY MALAYSIA
e-FiT Feed-in Tariff Online System

RE Project

- My Profile
- Change My Password
- New Application
- Applications / Project List
- Inbox / Query
- Transfer
- Withdrawal

RE Applicant Profile

ABC SDN BHD PROFILE

Status : REGISTRATION : INCOMPLETE
User ID : SS232455J
Category : COMPANY
Registration No. : 232455J
Applicant's Name : ABC SDN BHD

INSTRUCTIONS : * MANDATORY fields.
* Please specify at least one.

COMPANY INFO **CONTACT PERSON** **SHAREHOLDERS** AUTHORISED PERSONNEL SUPPORTING DOCS DECLARATION CHANGE PASSWORD

Note:
For every shareholder you must submit additional document : Individual (MyKad / Passport), Company, DL, GLC (Form 24 and 49) , Foreign - Individual (Passport), Foreign - Company (Company Profile Certified By Respective Country Authority)

Immediate shareholder

TYPE	NAME	REGISTRATION TYPE	MYKAD NO./PASSPORT NO./ REGISTRATION NO.	SHARE (%)
Individual	MOHD ASRAFI	MyKad		0.0000

[Add New Row](#)

Ultimate shareholder

TYPE	NAME	REGISTRATION TYPE	MYKAD NO./PASSPORT NO./ REGISTRATION NO.	SHARE (%)
Individual	MOHD ASHRAF	MyKad		0.0000

[Add New Row](#)

[Save](#) [Submit](#)

7. Authorized personnel are individuals who are duly appointed and authorized by the company's Board of Directors to make a FiA application on behalf of the Company and to execute and submit all documentation in relation thereto.

The named Authorized personnel will be required to sign the Declaration on behalf of the company before submitting the FiA application. A copy of the Company's Board of Directors resolution and/or circular resolution duly certified by the Company Secretary is to be provided as a supporting document (Figure 8).

FIGURE 8: Authorized Personnel Tab

The screenshot displays the SEDA e-FiT system interface. At the top, the header includes the SEDA logo, the text "SUSTAINABLE ENERGY DEVELOPMENT AUTHORITY MALAYSIA", and the "e-FiT Feed-in Tariff Online System" title. The user is identified as "ABC SDN BHD (SS232455J)" with a timestamp of "5 MAY 2014 | 03:17:15 PM". Navigation links for "DASHBOARD", "LOGOUT", and "BACK TO SEDA" are present.

The left sidebar contains a "RE Project" menu with options: "My Profile", "Change My Password", "New Application", "Applications / Project List", "Inbox / Query", "Transfer", and "Withdrawal".

The main content area is titled "RE Applicant Profile" and shows the "ABC SDN BHD PROFILE". The status is "REGISTRATION : INCOMPLETE". Fields for "User ID" (SS232455J), "Category" (COMPANY), and "Registration No." (232455J) are displayed. The "Applicant's Name" is "ABC SDN BHD".

Below the profile information is a tabbed interface with the following tabs: "COMPANY INFO", "CONTACT PERSON", "SHAREHOLDERS", "AUTHORISED PERSONNEL" (selected), "SUPPORTING DOCS", "DECLARATION", and "CHANGE PASSWORD".

The "AUTHORISED PERSONNEL" tab contains a table with the following data:

NAME	MYKAD NO. / PASSPORT NO.	DESIGNATION
MOHD ASRAFI	MOHD ASRAFI	GENERAL MANAGER

An "Add New Row" button is located below the table. A note at the bottom of the tab states: "Note: Authorised personnel are individuals who are duly appointed and authorised by the company's Board of Directors to make a Feed-in Approval application on behalf of the Company and to execute and submit all documentation in relation thereto. The named Authorised personnel will be required to sign the Declaration on behalf of the company before submitting the FiA application. A copy of the Company's Board of Directors resolution and/or circular resolution duly certified by the Company Secretary is to be provided as a supporting document."

At the bottom of the form, there are "Save" and "Submit" buttons.

8. The FiA applicant via the appointed service provider is then required to upload into the eFiT the relevant supporting documents certified by the Company Secretary. Below listed are the supporting documents (Figure 9) necessary for inclusion:
- The latest audited accounts of the Applicant.
 - The memorandum and articles of association of the Applicant.
 - Form 8 (Certificate of Incorporation of Public Company) or Form 9 (Certificate of Incorporation of Private Company) in connection with the Applicant under the Companies Act 1965.
 - All Forms 24 (Return of Allotment of Shares) lodged by the Applicant with the Registrar of Companies under the Companies Act 1965.
 - The latest Form 49 (Return giving particulars in Register of Directors, Managers and Secretaries and change of particulars) lodged by the Applicant with the Registrar of Companies and a written confirmation from the company secretary on the current shareholding of the Applicant.
 - The extract of the company's board resolution authorizing specific personnel to make this application on behalf of the Applicant and to execute and submit all documentation in relation thereto
 - Electricity Bill (must be same as the FiA applicant's address for the project site)
 - A Share-holding/Ownership Structure Diagram; detailing the shareholding percentages of each ultimate shareholders in the company.
 - A clear copy of shareholder's MyKad: MOHD ASRAFI (77082310xxxx) MyKad
 - A certified copy of Form 24 and 49 of the company(s) where MOHD ASHRAF (75082310xxxx) is a shareholder; direct or indirect
 - A clear copy of shareholder's MyKad: MOHD ASHRIN (76082310xxxx) MyKad
 - A certified copy of Form 24 and 49 of the company(s) where ASHRINA (84120914xxxx) is a shareholder; direct or indirect

FIGURE 9: Supporting Docs

User : ABC SDN BHD (SS232455J) | 5 MAY 2014 | 03:17:15 PM [DASHBOARD](#) [LOGOUT](#) [BACK TO SEDA](#)

SEDa
SUSTAINABLE ENERGY DEVELOPMENT AUTHORITY MALAYSIA
e-FiT Feed-in Tariff Online System

RE Project

- My Profile
- Change My Password
- New Application
- Applications / Project List
- Index / Query
- Transfer
- Withdrawal

RE Applicant Profile

ABC SDN BHD PROFILE

Status : **REGISTRATION - INCOMPLETE**

User ID : SS232455J

Category : COMPANY

Registration No. : 232455J

Applicant's Name : ABC SDN BHD

INSTRUCTIONS :

- MANDATORY fields
- Please specify at least one.

COMPANY INFO | **CONTACT PERSON** | **SHAREHOLDERS** | **AUTHORISED PERSONNEL** | **SUPPORTING DOCS** | **DECLARATION** | **CHANGE PASSWORD**

Note:
All supporting documents MUST be certified by the company's appointed secretary. The suggested scanning resolution : 200 dpi (Please ensure that the content is legible).
The maximum file size allowable for upload is 1MB for Declaration & MyKad/Passport and 2MB for all other supporting documents. Only the following file types are acceptable: PDF, JPG, PNG, GIF

NO.	DOCUMENT NAME	DATE UPLOAD	ACTION
1	THE LATEST AUDITED ACCOUNTS OF THE APPLICANT.	05/05/2014	
2	THE MEMORANDUM AND ARTICLES OF ASSOCIATION OF THE APPLICANT.	05/05/2014	
3	FORM 8 (CERTIFICATE OF INCORPORATION OF PUBLIC COMPANY) OR FORM 9 (CERTIFICATE OF INCORPORATION OF PRIVATE COMPANY) IN CONNECTION WITH THE APPLICANT UNDER THE COMPANIES ACT 1965.	05/05/2014	
4	ALL FORMS 24 (RETURN OF ALLOTMENT OF SHARES) LODGED BY THE APPLICANT WITH THE REGISTRAR OF COMPANIES UNDER THE COMPANIES ACT 1965.	05/05/2014	
5	THE LATEST FORM 49 (RETURN GIVING PARTICULARS IN REGISTER OF DIRECTORS, MANAGERS AND SECRETARIES AND CHANGE OF PARTICULARS) LODGED BY THE APPLICANT WITH THE REGISTRAR OF COMPANIES AND A WRITTEN CONFIRMATION FROM THE COMPANY SECRETARY ON THE CURRENT SHAREHOLDING OF THE APPLICANT.	05/05/2014	
6	THE EXTRACT OF THE COMPANY'S BOARD RESOLUTION AUTHORIZING THE AUTHORISED PERSONNEL TO MAKE THIS APPLICATION ON BEHALF OF THE APPLICANT AND TO EXECUTE AND SUBMIT ALL DOCUMENTATION IN RELATION THERETO.	05/05/2014	
7	ELECTRICITY BILL (MUST BE SAME AS THE APPLICANT ADDRESS)	05/05/2014	
8	A SHARE-HOLDING/OWNERSHIP STRUCTURE DIAGRAM; DETAILING THE SHAREHOLDING PERCENTAGES OF EACH ULTIMATE SHAREHOLDERS IN THE COMPANY.	05/05/2014	
9	A CLEAR COPY OF MOHD ASRAFI (770823101001) MYKAD	05/05/2014	
10	A CERTIFIED COPY OF FORM 24 AND 49 OF THE COMPANY(S) WHERE MOHD ASHRAF (750823101002) IS A SHAREHOLDER, DIRECT OR INDIRECT	05/05/2014	

[Save](#) [Submit](#)

9. The applicant will be required to upload and submit a complete and signed declaration form in PDF, JPG, PNG or GIF format (Figure 10)

FIGURE 10: Declaration

The screenshot shows the 'DECLARATION' tab of the 'ABC SDN BHD PROFILE' in the 'e-FIT Feed-in Tariff Online System'. The user is 'ABC SDN BHD (SS232455J)' and the status is 'REGISTRATION : INCOMPLETE'. The page includes a sidebar with 'RE Project' links, a top navigation bar with 'DASHBOARD', 'LOGOUT', and 'BACK TO SEDA', and a main content area with a note about printing and signing the declaration form. A table lists the document type 'REGISTRATION' with a 'Print Declaration Form' button and a 'Browse' button for file upload. The maximum file size is 1 MB, and acceptable formats are PDF, JPG, PNG, and GIF.

SEDa SUSTAINABLE ENERGY DEVELOPMENT AUTHORITY MALAYSIA
e-FIT Feed-in Tariff Online System

User: ABC SDN BHD (SS232455J) | 5 MAY 2014 | 03:17:15 PM [DASHBOARD](#) [LOGOUT](#) [BACK TO SEDA](#)

RE Project

- My Profile
- Change My Password
- New Application
- Applications / Project List
- Inbox / Query
- Transfer
- Withdrawal

ABC SDN BHD PROFILE

Status : **REGISTRATION : INCOMPLETE**

User ID : SS232455J

Category : COMPANY

Registration No. : 232455J

Applicant's Name : ABC SDN BHD

INSTRUCTIONS :

- MANDATORY fields.
- Please specify at least one.

[COMPANY INFO](#) [CONTACT PERSON](#) [SHAREHOLDERS](#) [AUTHORISED PERSONNEL](#) [SUPPORTING DOCS](#) **DECLARATION** [CHANGE PASSWORD](#)

Note:
Please print, complete and sign the declaration form and upload onto the e-FIT Online System.
The maximum size for each file to be uploaded is 1 MB. Only the following file types are acceptable: PDF, JPG, PNG, GIF

NO.	DOCUMENT TYPE	DATE UPLOAD	ACTION
1.	REGISTRATION	-	Print Declaration Form Browse No file selected.

[Save](#) [Submit](#)

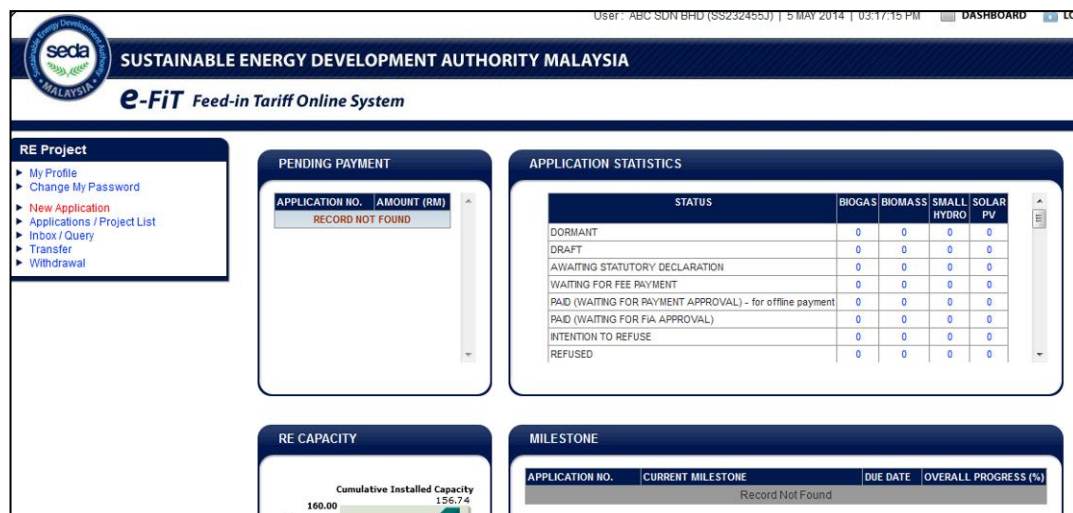
PART 2: PROJECT REGISTRATION

10. This detailed online form requires the applicant to fill in relevant project information required based on the tabs listed, ranging from:
- General project site details;
 - Contractor (only fill in the solar PV service provider's company Registration Number);
 - Technical
 - Financial and
 - Work plan

Applicant will also be required to upload relevant documents pertinent to the project details/information and hereinafter submit an online declaration form (by checking the boxes) to confirm the authenticity of the information provided. In principle, this FiA application must be completed (as indicated by 100% in the completion indicator bar at the top of the online form. This means filling in accurately the mandatory data denoted with a red asterisk (*).


The online FiA application can be treated as a draft copy and saved for changes and updates at later date. However, all updates and changes must be finalized for submission no later than **June, 16 2014 at 5.00 p.m.**

FIGURE 11: Access to New Application



11. Once the project information is completed, it will show in the completion indicator bar and the applicant can move to below tab to fill in the contractor details. The solar PV service provider appointed must be registered with SEDA Malaysia. The applicant must be able to locate the solar PV service provide in **Directory Tab** in SEDA's website, www.seda.gov.my

FIGURE 12: Project Information

 **SUSTAINABLE ENERGY DEVELOPMENT AUTHORITY MALAYSIA**
e-FiT Feed-in Tariff Online System

USRF: ABC SDN BHD (SS252425J) | 5 MAY 2014 | 11:49:34 AM [DASHBOARD](#) [LOGOUT](#) [BACK TO SEDA](#)

RE Project

- My Profile
- Change My Password
- New Application
- Applications / Project List
- Inbox / Query
- Transfer
- Withdrawal

Application Form

100% 0% 0% 0% 0% 20% Average: 20%

Project Information Contractor Technical Financing Supporting Docs Work Plan Declaration

INSTRUCTIONS: * MANDATORY fields.
* Please specify at least one.
* Auto generated value
* Input field
* Please save before switching tab
TBA To Be Announced

	2014		2015		2016		2017	
	H1	H2	H1	H2	H1	H2	H1	H2
Quota Available (MW)	0	0	0	0	0	0	TBA	TBA
FIT Rate (RM / kWh)	0	0	0	0	0	0	TBA	TBA

Application Status : DRAFT
Applicant's Name : ABC SDN BHD
Renewable Resource : NON-INDIVIDUAL (≤ 500 kW)
Project Status : NEW PROJECT
Region Location : MELAKA BANDARAYA BERSEJARA *
Total Installed Capacity (MW) : 0.072 (72kW) *
Net Export Capacity (MW) : 0.072 (72kW) *

Connection Point : LOW VOLTAGE (LESS THAN 1kV)
Connection Type : DIRECT *
Distribution Licensee : TENAGA NASIONAL BERHAD *

NOTE: APPLICANT MUST 'RE-SAVE' ALL ENTRIES WHENEVER CHANGES ARE MADE TO THE APPLICATION TO ENSURE THE SYSTEM CAPTURES ALL UPDATES

PROJECT INFORMATION | CONTRACTOR | TECHNICAL | FINANCING | SUPPORTING DOCS | WORK PLAN

FIT RATE IN ADDITION TO BASIC FIT RATE

☒ Additional For Use As Installation In Buildings Or Building Structures
☐ Additional For Use As Building Materials
☐ Additional For Use Of Locally Manufactured Or Assembled Solar PV Modules
☐ Additional For Use Of Locally Manufactured Or Assembled Solar Inverters

LOCATION OF RE PROJECT SITE

LAND TITLE'S UPI LOCATION (Universal Parcel Index)

State : MELAKA BANDARAYA BERSEJARA *
District : MELAKA TENGAH *
Sub-District / City / Town : MUKIM BUKIT BARU *
Section : [N/A] *
Lot / PT No. : 234 * (Please refer to your Land Title for lot / PT No.)
UPI Code : 040107000234

PROJECT SITE POSTAL ADDRESS

Address : LOT 3 *
TAMAN LAKSAMANA PERINGGIT
Postcode : 64345 *
State : MELAKA BANDARAYA BERSEJARA
District : MELAKA TENGAH * [Find Address On Google Maps](#)

Please enter the GPS location of project.
Please enter the latitude and longitude coordinates in degrees, minutes and seconds format (DDMMSS)
(e.g. Latitude : 5° 18' 56.9802", Longitude: 103° 7' 16.847")
Please take note that the Google Maps features are not supported on Chrome browser. You may use other browser to get the Latitude and Longitude of your proposed Project site

Latitude : 3 * 8 * 8.3508 *
Longitude : 101 * 40 * 5.0916 * [View Coordinate On Google Maps](#)

Site Ownership : ☒ Fully Owned *
☐ Leased *
☐ Owned by My Company (I'm a Shareholder of the Company) *
☐ Owned (Charged To Bank) *
☐ Owned by Shareholder/Director *
☐ Option-to-Rent/Lease *
☐ Owned by Spouse/Parent/Children/Sibling *

Owner Of The Site / Bank Name / Lessor Name : ABC SDN BHD
(The Applicant is required to upload documents proving the Applicant's ownership of the site, or other conditional or unconditional rights (e.g. Option-to-Rent/Lease or leasing agreement) that the Applicant has to utilise/lease the site for a minimum period equivalent to the effective period)


Current Site Activities : COMMERCIAL *

Please save before switching tab

[Back](#) [Print](#) [Save Application](#)

12. Applicant need to fill in the information required under contractor tab such service provider, provider manager, qualified persons.

FIGURE 13: Contractor



SUSTAINABLE ENERGY DEVELOPMENT AUTHORITY MALAYSIA

e-FiT Feed-in Tariff Online System

RE Project

- ▶ My Profile
- ▶ Change My Password
- ▶ New Application
- ▶ Applications / Project List
- ▶ Inbox / Query
- ▶ Transfer
- ▶ Withdrawal

Application Form

100% 100% 0% 0% 0% 0% 0%

Project Information Contractor Technical Financing Supporting Docs Work Plan Declaration

Average : 33%

INSTRUCTIONS :

- ★ MANDATORY fields.
- ★ Please specify at least one.
- Auto generated value
- Input field
- Please save before switching tab
- TBA To Be Announced

	2014		2015		2016		2017	
	H1	H2	H1	H2	H1	H2	H1	H2
Quota Available (MW)	0	0	0	0	0	0	TBA	TBA
FIT Rate (RM / KWh)	0	0	0	0	0	0	TBA	TBA

Application Status : DRAFT

Applicant's Name : ABC SDN BHD

Renewable Resource : NON-INDIVIDUAL (≠ 500 KW)

Project Status : NEW PROJECT

Region Location : MELAKA BANDARAYA BERSEKUTU * ★

Total Installed Capacity (MW) : 0.072 (72KW) * ★

Net Export Capacity (MW) : 0.072 (72KW) * ★

Connection Point : LOW VOLTAGE (LESS THAN 1KW)

Connection Type : DIRECT * ★

Distribution Licensee : TENAGA NASIONAL BERHAD * ★

NOTE : APPLICANT MUST 'RE-SAVE' ALL ENTRIES WHENEVER CHANGES ARE MADE TO THE APPLICATION TO ENSURE THE SYSTEM CAPTURES ALL UPDATES

PROJECT INFORMATION CONTRACTOR TECHNICAL FINANCING SUPPORTING DOCS WORK PLAN

SERVICE PROVIDER

Company Registration No. : *

Company Name : *

Business Address : *

Postcode : 47101 *

City : PUCHONG *

State : SELANGOR DARUL EHSAN *

Email : *.com *

Telephone No. : 03 - 80669334 *

Fax No. : 03 - 80669335 *

Website : *

Note : 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.

PROJECT MANAGER

Nationality : MALAYSIA

MyKad No./Passport No. : 741209145511

Note: Please key in the numeric portion of the Passport Number

Full Name : ADRIAN CHRIS

Telephone No. : 03 - 78684922

Mobile No. : 010 - 1234575

Email : *.mail.com

Note : The project manager can be an employee of either the Applicant or the service provider

QUALIFIED PERSONS

Qualified Person 1

Name of Qualified Person : ANDREA CHRIS *

Organisation or Company Name : *

Company Registration No. (if any): *

Certificate No. : *

Telephone No. : *

Mobile No. : *

Email : *

Scope of Works : DESIGN PV PANEL

15 of 200 characters used

Delete

Add Qualified Person


Note : 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.

Please save before switching tab

Back Print Save Application

13. Once the contractor tab is complete, the applicant will be required to include relevant information under technical tab. (Figure 14).

FIGURE 14: Technical


SUSTAINABLE ENERGY DEVELOPMENT AUTHORITY MALAYSIA
e-FiT Feed-in Tariff Online System

RE Project

- My Profile
- Change My Password
- New Application
- Applications / Project List
- Inbox / Query
- Transfer
- Withdrawal

Application Form

100% 100% 100% 0% 0% 0% Average: 50%

Project Information Contractor Technical Financing Supporting Docs Work Plan Declaration

INSTRUCTIONS:

- * **MANDATORY** fields.
- * Please specify at least one.
- Auto generated value
- Input field
- Please save before switching tab
- TBA To Be Announced

	2014		2015		2016		2017	
	H1	H2	H1	H2	H1	H2	H1	H2
Quota Available (MW)	0	0	0	0	0	0	TBA	TBA
FIT Rate (RM / KWh)	0	0	0	0	0	0	TBA	TBA

Application Status : DRAFT

Applicant's Name : ABC SDN BHD

Renewable Resource : NON-INDIVIDUAL (≤ 500 kW)

Project Status : NEW PROJECT

Region Location : MELAKA BANDARAYA BERSE *

Total Installed Capacity (MW) : 0.072 (72kW) *

Net Export Capacity (MW) : 0.072 (72kW) *

Connection Point : LOW VOLTAGE (LESS THAN 1kV)

Connection Type : DIRECT *

Distribution Licensee : TENAGA NASIONAL BERHAD *

NOTE : APPLICANT MUST 'RE-SAVE' ALL ENTRIES WHENEVER CHANGES ARE MADE TO THE APPLICATION TO ENSURE THE SYSTEM CAPTURES ALL UPDATES

WARNING : LOT NO. YOU HAVE ENTERED ALREADY EXISTS FOR ANOTHER APPLICATION

PROJECT INFORMATION
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Total Installed Capacity (MW) : 0.072

Net Export Capacity (MW) : 0.072

Interconnection Voltage (kV) : 0.2 *

Note : As determine by PSS or CCC (if any)

LV : 0.23 kV or 0.4 kV

MV : 11 kV, 22 kV or 33 kV

Distance from the plant to Interconnection Point (km) : 1

Module Type : MONOCRYSTALLINE

	AVERAGE		GENERATION		EXPORT	
Capacity Factor (%)	16.37		16.37			
Energy Yield (MWh/year)	103.2773		103.2773			
Specific Yield (MWh/MW/year)	1434.4069		1434.4069			

YIELD PROJECTION

* Generation : Total amount of renewable energy to be generated by the renewable energy installation in a year.

* Export/Declared Annual Availability (DAA) : Total amount of renewable energy to be generated by the renewable energy installation and delivered up to the connection point in a year.

* The Generation and Export/Declared Annual Availability (DAA) will be automatically pro-rated for the first and last years by the e-FiT Online System.

* Formula :

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

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


YEAR NO.	GENERATION BASED ON INSTALLED CAPACITY		EXPORT/DECLARED ANNUAL AVAILABILITY BASED ON NET EXPORT CAPACITY	
	MWh	CAPACITY FACTOR(%)	MWh	PERCENTAGE EXPORT (%)
1 *	104.3	16.54	104.3	16.54
2	104.3	16.54	104.3	16.54
3	104.3	16.54	104.3	16.54
4	104.3	16.54	104.3	16.54
5	104.3	16.54	104.3	16.54
6	104.3	16.54	104.3	16.54
7	104.3	16.54	104.3	16.54
8	104.3	16.54	104.3	16.54
9	104.3	16.54	104.3	16.54
10	103.1	16.35	103.1	16.35
11	103.1	16.35	103.1	16.35
12	103.1	16.35	103.1	16.35
13	103.1	16.35	103.1	16.35
14	103.1	16.35	103.1	16.35
15	102.5	16.25	102.5	16.25
16	102.5	16.25	102.5	16.25
17	102.5	16.25	102.5	16.25
18	102.5	16.25	102.5	16.25
19	102.5	16.25	102.5	16.25
20	101.8	16.14	101.8	16.14
21	101.8	16.14	101.8	16.14
22 *	101.8	16.14	101.8	16.14

Please save before switching tab

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14. Figure 15 indicate a financial tab whereby the applicant will fill in the information e.g. capital expenditure, loan, annual operational expenditure and also project internal rate of return (IRR).

FIGURE 15: Financing



SUSTAINABLE ENERGY DEVELOPMENT AUTHORITY MALAYSIA

e-FiT Feed-in Tariff Online System

RE Project

- ▶ My Profile
- ▶ Change My Password
- ▶ New Application
- ▶ Applications / Project List
- ▶ Inbox / Query
- ▶ Transfer
- ▶ Withdrawal

Application Form

100% 100% 100% 100% 0% 0% Average : 66%

Project Information Contractor Technical Financing Supporting Docs Work Plan Declaration

INSTRUCTIONS :

- ★ **MANDATORY** fields.
- ★ Please specify at least one.
- Auto generated value
- Input field
- Please save before switching tab
- TBA To Be Announced

	2014		2015		2016		2017	
	H1	H2	H1	H2	H1	H2	H1	H2
Quota Available (MW)	0	0	0	0	0	0	TBA	TBA
FIT Rate (RM / KWh)	0	0	0	0	0	0	TBA	TBA

Application Status : DRAFT

Applicant's Name : ABC SDN BHD

Renewable Resource : NON-INDIVIDUAL (≤ 500 kW)

Project Status : NEW PROJECT

Region Location : MELAKA BANDARAYA BERSEJUTU ★

Total Installed Capacity (MW) : 0.072 (72kW) ★

Net Export Capacity (MW) : 0.072 (72kW) ★

Connection Point : LOW VOLTAGE (LESS THAN 1KV)

Connection Type : DIRECT ★

Distribution Licensee : TENAGA NASIONAL BERHAD ★

NOTE : ADDICANT MUST "RE-SAVE" ALL ENTRIES WHENEVER CHANGES ARE MADE TO THE APPLICATION TO ENSURE THE SYSTEM CAPTURES ALL UPDATES

WARNING : LOT NO. YOU HAVE ENTERED ALREADY EXISTS FOR ANOTHER APPLICATION

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A. CAPITAL EXPENDITURE

1. Equipment cost

DESCRIPTION	COST (RM)
PV modules	60,000.00 ★
Inverter	8,000.00 ★
Balance of System	4,000.00 ★
TOTAL	72,000.00

2. Installation Cost (RM) :

3. Design & Consultancy (RM) :

4. Interconnection Cost (RM) :

5. Preliminary Cost (RM) :

6. Plant and Site Cost (RM) :

7. Other Capital Cost (please specify)

DESCRIPTION	AMOUNT (RM)
<input type="text"/>	<input type="text"/>

Add New Row

Total Capital Cost (RM) : 72,000.00

B. LOAN

Do you require a loan?

TOTAL EQUITY CONTRIBUTION BY THE APPLICANT

Equity (RM) : 72,000.00 (100%)

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.

C. ANNUAL OPERATIONAL EXPENDITURE

1. Insurance Premium (RM) : 4,000.00 ★

2. Operation & Maintenance Cost (RM) : ★

3. Other Operating Cost (please specify)

DESCRIPTION	AMOUNT (RM)
<input type="text"/>	<input type="text"/>

Add New Row

Total Operating Cost (RM) : 4,000.00

D. PROJECT IRR

Project IRR (%) : 9.00 ★

Please save before switching tab

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Save Application

15. The applicants must ensure all relevant supporting documents be scanned and uploaded to the system (Figure 16).

FIGURE 16: Supporting Docs

**SUSTAINABLE ENERGY DEVELOPMENT AUTHORITY MALAYSIA**
e-FiT Feed-in Tariff Online System

RE Project

- My Profile
- Change My Password
- New Application
- Applications / Project List
- Inbox / Query
- Transfer
- Withdrawal

Application Form

100%100%100%100%100%0%Average : 83%

Project InformationContractorTechnicalFinancingSupporting DocsWork PlanDeclaration

INSTRUCTIONS :

- MANDATORY fields.
- Please specify at least one.
- Auto generated value
- Input field
- Please save before switching tab
- TBA To Be Announced

	2014		2015		2016		2017	
	H1	H2	H1	H2	H1	H2	H1	H2
Quota Available (MW)	0	0	0	0	0	0	TBA	TBA
FIT Rate (RM / KWh)	0	0	0	0	0	0	TBA	TBA

Application Status : DRAFT

Applicant's Name : ABC SDN BHD

Renewable Resource : NON-INDIVIDUAL (< 500 KW)

Project Status : NEW PROJECT

Region Location : MELAKA BANDARAYA BERSE

Total Installed Capacity (MW) : 0.072 (72kW)

Net Export Capacity (MW) : 0.072 (72kW)

Connection Point : LOW VOLTAGE (LESS THAN 1KV)

Connection Type : DIRECT

Distribution Licensee : TENAGA NASIONAL BERHAD

NOTE : APPLICANT MUST 'RE-SAVE' ALL ENTRIES WHENEVER CHANGES ARE MADE TO THE APPLICATION TO ENSURE THE SYSTEM CAPTURES ALL UPDATES

WARNING : LOT NO. YOU HAVE ENTERED ALREADY EXISTS FOR ANOTHER APPLICATION

PROJECT INFORMATION

CONTRACTOR

TECHNICAL

FINANCING

SUPPORTING DOCS

WORK PLAN

System requirement for uploading documents :
1) Acceptable format: PDF, JPG, PNG, GIF, DOC.
2) The maximum size of each file should not exceed 1MB for all copies of certificates and 2MB for all other supporting documents
3) The suggested scanning resolution : 200dpi (Please ensure that the content is legible)

It may take several minutes to upload your file(s).

DOCUMENT NAME	REFERENCE NUMBER	REFERENCE DATE	ACTION	SUPPLIED
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.	457567	0000-00-00 20		
Use as installation in buildings or building structures : Design drawings accompanied by the written confirmation by a qualified person that the criteria will be met based on such design drawings	768767	0000-00-00 20		
A certificate in solar photovoltaic system design from any institution recognised by the Authority	678795	0000-00-00 20		
A wireman certificate(s) issued by the Energy Commission to the Qualified Person(s)	56768	0000-00-00 20		
Documents proving the Applicant's ownership of the site, or other conditional or unconditional rights (e.g. Option-to-Rent/Lease or leasing agreement) that the Applicant has to utilise/lease the site for a minimum period equivalent to the effective period.	356475	0000-00-00 20		
Relevant documents confirming that you have the financial capacity equivalent to or your bank account statement showing a credit balance of at least: (a) total project cost of the Renewable Energy installation; and (b) a minimum paid-up capital of: (i) RM20,000 in the case of a proposed renewable energy installation having a rated kWp or net export capacity of up to and including 72 kWp or kW; or (ii) RM50,000 in the case of a proposed renewable energy installation having a rated kWp or net export capacity of more than 72 kWp or kW.	45476	0000-00-00 20		
Land Title	123245	0000-00-00 20		

Add More Files

Please save before switching tab

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Print

Save Application

16. The work plan is a committed timeline by the applicant and should be duly observed. Once the applicant has save the application , the completion indicator bar will show 100% (as indicated in the red dotted box in Figure 17) and **only applicants who have completed 100% of their draft application will qualify for the balloting process** (only 1 draft per company is allowed for this).

Please note at this stage, the applicants can only save (**and must save**) their applications and cannot submit (see red circle in Figure 17) as the submit button is de-activated.

FIGURE 17: Work Plan

SEDA SUSTAINABLE ENERGY DEVELOPMENT AUTHORITY MALAYSIA
e-FiT Feed-in Tariff Online System

RE Project

- My Profile
- Change My Password
- New Application
- Applications / Project List
- Inbox / Query
- Transfer
- Withdrawal

Application Form

100% 100% 100% 100% 100% 100% 100% Average: 100%

Project Information Contractor Technical Financing Supporting Docs Work Plan Declaration

INSTRUCTIONS:

- MANDATORY fields.
- Please specify at least one.
- Auto generated value
- Input field
- Please save before switching tab
- TBA To Be Announced

	2014		2015		2016		2017	
	H1	H2	H1	H2	H1	H2	H1	H2
Quota Available (MW)	0	0	0	0	0	0	TBA	TBA
FIT Rate (RM / KWh)	0	0	0	0	0	0	TBA	TBA

Application Status : DRAFT
 Applicant's Name : ABC SDN BHD
 Renewable Resource : NON-INDIVIDUAL (≤ 500 KW)
 Project Status : NEW PROJECT
 Region Location : MELAKA BANDARAYA BERSE *
 Total Installed Capacity (MW) : 0.072 (72KW) *
 Net Export Capacity (MW) : 0.072 (72KW) *

Connection Point : LOW VOLTAGE (LESS THAN 1KV)
 Connection Type : DIRECT *
 Distribution Licensee : TENAGA NASIONAL BERHAD *

NOTE : APPLICANT MUST 'RE-SAVE' ALL ENTRIES WHENEVER CHANGES ARE MADE TO THE APPLICATION TO ENSURE THE SYSTEM CAPTURES ALL UPDATES
WARNING : LOT NO. YOU HAVE ENTERED ALREADY EXISTS FOR ANOTHER APPLICATION

PROJECT INFORMATION CONTRACTOR TECHNICAL FINANCING SUPPORTING DOCS WORK PLAN

MILESTONE	ESTIMATED DUE DATE	TOTAL DURATION (FROM SUBMISSION DATE)
1. SUBMISSION Submission Date: 06/05/2014 Today Time Frame: 12 Month (s) 0 Week (s)		12 Month (s)
2. REGISTRATION OF REPPA WITH SEDA Time Frame: 2 Month (s) 2 Week (s)	06/05/2015	14 Month (s) 2 Week (s)
3. FIRST PAYMENT TO CONTRACTOR Time Frame: 4 Month (s) 2 Week (s)	20/07/2015	19 Month (s)
4. FIT COMMENCEMENT DATE	03/12/2015	

Please save before switching tab

Back Print Save Application **Confirm Submit**