

S.I. 7 of 2016

ENERGY ACT, 2012

(Act II of 2012)

Energy (Licence) Regulations, 2016

In exercise of the powers conferred by sections 42 and 96 of the Energy Act, 2012, the Minister of Environment, Energy and Climate Change hereby makes the following Regulations —

1. These Regulations may be cited as the Energy (Licence) Regulations, 2016. Citation

2.(1) An application for registration certificate for the generation of electricity above 100kW, transmission, distribution or supply of electricity shall be made to the Commission in the Form set out in Schedule I. Application for registration certificate

(2) An application for registration certificate as auto producer, auto producer groups up to 100kW to construct or upgrade a renewable energy installation, or co-generation shall be made to the Commission in the Form set out in Schedule II.

(3) Where the applicant made a request to keep any information in the application as confidential, the Commission shall consider the request and take a decision and state the reasons.

(4) The Commission shall, while deciding confidentiality under subregulation (3), shall have regard to —

- (i) commercial or technical nature of the design, rehabilitation, security, operation, maintenance and activities related to funding and functioning of electricity sector;

- (ii) data related to intellectual property, records and information, work secrets, patents, protected products, copyrights, business, marketing and service plans, database and any data and any financial report that is not published;
- (iii) data that may infringe individual's privacy and integrity according any written law related to protection of personal data;
- (iv) financial report including data on internal accounting, business plan etc;
- (v) data related to documents which are still in the compiling stage;
- (vi) data used for access in computer networks of the company;
- (vii) data related to the plan of the applicant to address certain market, strategies of the applicant regarding certain competitors, and applicant's market studies and analyses, if those are not meant for public disposal;
- (viii) project reports, expenditure data, project evaluations, project correspondence required to be confidential and capital development plans;
- (ix) information directly linked with bids, proposals or negotiations on sales or purchase of electricity, whose disclosure may inflict competing interests to electricity companies or their clients;
- (x) data, which if revealed, will have an impact on inspections, investigations and auditing.

unless its disclosure is of a crucial interest for the public;

- (xi) communications between licensee and various authorities, unless public interest is more important than the reason for confidentiality;

- (xii) disclosure of any record or information prohibited by any written law.

3.(1) The Commission shall maintain separate registers of applications, registration certificates and licences and enter therein—

Register of applications

- (a) all the information submitted as part of or in support of an application for registration certificate under section 25 of the Act and for licence under section 30 of the Act; and
- (b) details of registration certificate granted under section 25(3) of the Act and the licences granted under section 33 of the Act.

(2) The Commission shall make the registers maintained under subregulation (1) available to the public for inspection at the office of the Commission and also publish on its website.

4.(1) The Commission shall, on receipt of the application—

Process of application for registration certificate

- (a) enter it in the register of applications;
- (b) decide which particulars or documents are considered confidential where there is such a request from the applicant;

(c) determine that the application was made in the prescribed form and manner and complies with all the requirements for applying for registration certificate under these regulations.

(2) Where an application was not duly and correctly made, the Commission may require the applicant to clarify, complete or furnish any information or documents as may be necessary to comply with all the requirements for applying for a registration certificate under these regulations.

(3) Where any additional information or documents are furnished under subregulation (2), the date of receipt of such information or document shall be deemed to be the date of the application.

(4) Where the Commission determines that no additional information is required, the Commission shall notify the applicant that the application is deemed sufficient.

5.(1) The Commission shall take decision on the application within 30 days on which Commission notifies the applicant under regulation 4(4) that the application is deemed sufficient.

Decision on application for registration certificate

(2) The Commission shall evaluate the application and grant the registration certificate where the applicant complies with all the requirements and criteria of the Commission for granting it.

(3) The decision of the Commission granting or refusing the registration certificate shall be communicated to the applicant and published on the website of the Commission.

(4) Where the Commission refuses an application, it shall state the reasons for the refusal and notify to the applicant in writing.

6.(1) On receipt of the registration certificate from the Commission, an application shall be made to the Town and Country Planning Authority in the Form prescribed under the Town and Country Planning Act, 1991 for the construction of the generation plant, auto production, cogeneration plant, transmission or distribution facility, as the case may be.

Application to Town and Country Planning Authority for construction of plant

(2) The Town and Country Planning Authority shall, in consultation with the Commission, take a decision on the application referred to in subregulation (1).

7.(1) Where the construction is completed, an application shall be made to the Commission for granting the licence—

Application for licence

(a) for auto producer or auto producer group, and co generation up to 100kW, in the Form set out in Schedule III;

(b) for electricity generation above 100 kW, in the Form set out in Schedule IV;

(c) for transmission of electricity, in the Form set out in Schedule V;

(d) for distribution of electricity, in the Form set out in Schedule VI;

(e) for supply of electricity, in the Form set out in Schedule VII.

(2) A person may make an application for licence to the Commission accompanied with a fee as specified in the Energy (Fees, Charges and Fines) Regulations, 2015—

(a) by submitting one original and five certified copies thereof; or

(b) in electronic form by using website of the Commission.

(3) Where an application is made in electronic form without digital signature, the applicant shall take a printout of the submitted application and after putting signature or seal on such printout submit it with five certified copies thereof to the Commission.

(4) Application under this regulation shall be made within a period of one year from the date of granting the registration certificate under regulation 5.

(5) The period specified under subregulation (4) may be extended for a further period not exceeding six months if the applicant makes a written request to the Commission justifying the extension.

(6) A person applying for a licence under this regulation shall comply with the requirement provided in the relevant Forms.

(7) Where the applicant makes a request to keep any information in the application as confidential, the Commission shall consider the request and take a decision having regards to the matters provided under regulation 2(4).

(8) The fee payable under subregulation (1) shall be non-refundable.

8.(1) The Commission shall, on receipt of an application for the licence—

(a) enter the application in the register of applications;

(b) decide which particulars or documents are considered confidential where there is such a request from the applicant; and

(c) determine that the application was made in the prescribed form and manner and complies with all the requirements for applying for a licence under these Regulations.

(2) Where an application was not duly and correctly made, the Commission may require the applicant to clarify, complete or furnish any information or documents as necessary to comply with all the requirements for applying for a licence under these Regulations.

(3) Where additional information or document is furnished under subregulation (2), the date of receipt of such information or document shall be deemed to be the date of the application.

(4) Where the Commission determines that no additional information is required, the Commission shall notify the applicant that the application is deemed sufficient.

9.(1) The Commission shall publish a notice of the application of the licence on the website of the Commission, which shall include a brief summary of the contents of the application within 30 days from the date of notification under regulation 8(4).

(2) The notice under subregulation (1) shall invite any person, any electricity market participant, any authority, consumer or consumer association to submit to the Commission, within 10 days of the publication of the notice on the website, written objection related to the application for licence.

(3) Where the Commission considers that the application for a new licence or for the renewal, amendment or transfer of an existing licence is related to matters of significant public importance pursuant to the objects of the

Commission, the Commission may request the applicant to publish at its own expense the notice of that application within 15 days upon submitting the completed application, in two daily newspapers of wide circulation published in Seychelles.

(4) Where the Commission receives any objection to the application, the Commission shall submit a copy thereof to the applicant and publish it on the website of the Commission.

Evaluation of application for licence

10.(1) The Commission shall evaluate the application taking into account the factors provided in section 32 of the Act.

(2) The Commission may request the applicant to provide such further information, clarifications or documents as the Commission may consider necessary, at any time during the process of the application.

(3) The Commission may fix a period of not less than fifteen days for submitting a response in pursuant to a request under subregulation (2).

(4) The Commission may extend the deadline where the applicant shows sufficient cause for the failure to meet the deadline.

(5) The Commission may, if considered necessary, request the opinion of the system operator, the transmission or distribution operator, any authority or consumers, to make its decision.

(6) In case of applications for licence of generation, auto-generation, auto-generation groups and co-generation, the Commission may seek the opinion of—

- (a) the transmission or distribution operator responsible for the transmission or distribution network providing access; and

(b) the electricity market participant with which a power purchase agreement is signed.

(7) The Commission may fix a period of fifteen days for presenting the opinion of the operator or the market participant;

(8) Where the operator or the market participant do not present its opinion within the period fixed under subregulation (7), the Commission may deem that the participants or operators referred to in subregulation (6) have no objection to the application.

(9) Where the Commission considers that the application is related to matters of significant public importance pursuant to the objects of the Commission, the Commission may convene a hearing with any interested parties or public hearing.

(10) In case of applications for licence for distribution in a specific area or any part of Seychelles which is not already serviced by the Public Utilities Corporation and it is not practicable or feasible for the Public Utilities Corporation to ensure electricity distribution in the area mentioned in the application, the Commission shall refer the application to the Minister for calling competitive tenders.

(11) Where the Minister calls for competitive tender, the Commission shall not process the application for licence for distribution till the completion of the tender proceedings.

(12) Where the Minister does not call for the tender, the Minister shall inform the Commission and the Commission may—

- (a) call for competitive tender as a previous requirement for decision of the application for licence for distribution; or

(b) process the application without tender procedures.

11.(1) The Commission may, on receipt of an application—

(a) grant a licence on such terms and conditions as it thinks fit; or

(b) refuse an application.

(2) Where the Commission refuses an application, it shall state the reasons for refusal and notify to the applicant.

(3) The Commission shall make a decision on every application for licence within 3 months of the date on which the application was made.

(4) A licence shall be valid for a period of 20 years, subject to payment of an annual fee specified under the Energy (Fees, Charges and Fines) Regulations, 2015.

12.(1) An application for renewal, extension of area or transfer of a licence shall be in the appropriate Forms set out in Schedules III to VII.

(2) A licensee shall make the application for renewal of the licence 30 days prior to the date of expiry of the period of the licence.

(3) The Commission shall consider the following prior to renewal of the licence—

(a) performance of the licensee;

(b) relations with other licensees and customers;

(c) complaints against the licensee;

(d) sanctions or penalties against the licensee.

13. Every decision of the Commission granting or refusing an application for a licence, amendment to the licence, renewal, extension of area or transfer of a licence shall be published in its website.

14. A licensee shall comply with the following obligations—

(a) take all safety measures regarding the services being provided;

(b) notify the Commission in writing of any events that may interrupt the performance of services under their licenses;

(c) not to discriminate among customers;

(d) apply the tariffs set by the Commission;

(e) not to provide incorrect or misleading information to customers or the Commission;

(f) to invoice customers according to the meter reading;

(g) enter into necessary agreements for the supply of electricity.

15. A licensee shall—

(a) maintain such records and provide such report, accounts and other information related to its operation to the Commission as the Commission may from time to time determine;

Publication
of decisions

Obligations of
licensee

Records and
reports

Renewal,
extension or
transfer of a
licence

- (b) notify the Commission in writing, as soon as practicable, of any circumstances which adversely affects the business, operations or assets of the licensee.

Monitoring
16. The Commission shall monitor a licensee's quality of service and connection to and use of transmission and distribution networks periodically by such means and as often as the Commission determines.

SCHEDULE I

[Regulation 2(1)]

APPLICATION OF REGISTRATION CERTIFICATE FOR GENERATION OF ELECTRICITY ABOVE 100KW, TRANSMISSION, DISTRIBUTION AND THE SUPPLY OF ELECTRICITY

PART 1

To:

The Seychelles Energy Commission

Undersigning this letter,....., as head (appropriate designation) of....., located in, kindly requests you to grant a Registration Certificate for the construction of New Generating Facilities, electricity distribution and supply system in Seychelles.

To support this request, we submit the attached file containing the following documents:

.....

Head (appropriate designation)
Legal representative

PART 2

Financial statement (model)

We confirm
(Name, Institution, Signature, Stamp)

Financial Indicators

Applicant.....
(Name of the legal entity)

A. Financial indicators:

Indicators calculated in accordance

No. Indicator from annual reports

.....
Year 1, Year 2, Year 3

1. Current ratio %
2. Solvency ratio %
3. Profit margin %
4. Working capital turnover

1. Current Ratio % = current assets/current debts × 100 (%), in which:

- Current assets = company stock + other circulating assets;
- Current debts (within one fiscal year) = suppliers and similar accounts + short-term loans + wages and salaries + taxes and duties.

2. Solvency Ratio % = equity /total liabilities, less small customer creditors and actual accounts and similar × 100 (%)

3. Profit Margin = gross profit or loss for financial year/turnover × 100 (%)

B. Indicators for Applicant financial capacity, as of..... (Date)

1. TOTAL ASSETS (Thousands SR), from which:
 - 1.1. Current assets - TOTAL (Thousands SR)
 2. Liabilities - Total (Thousands SR), in which:
 - 2.1. Debts - TOTAL (Thousands SR)
 - 2.1.1. Debts to be paid within one year (Thousands SR)
 3. Working capital (item 1.1 - item 2.1.1) - TOTAL (Thousands SR)
 4. Banking Accumulations - TOTAL (Thousands SR)
 5. Current credits - TOTAL (Thousands SR)
 6. Other credits (not consumed yet) - TOTAL (Thousands SR)
 7. Incomes (from operations) - TOTAL (Thousands SR)

Finance Manager,

General Manager

.....
(Name and signature)

.....
(Name and signature, Stamp)

NOTE:

Foreign Investors may present, for the affiliate company in Seychelles, the financial situation related to the "parent-company" from outside, as long as all its financial commitments were unconditionally assumed. The information must be presented in either French or English language. The Commission may also consider other information regarding the proposed new generating capacity's financial viability.

PART 3

Filling Instructions

- (1) The Applicant must complete each section of this **QUESTIONNAIRE** and attach all justifying documents before submitting it to the Commission,
- (2) Each document attached to this **QUESTIONNAIRE** must be clearly marked to indicate the associated Section/Question.
- (3) The **QUESTIONNAIRE** must be signed by the Applicant or the Applicant's legally authorized representative.

(4) A stamped and signed statement of the Applicant shall be attached supporting each item.

No.	General Requirements Evidence/ documents to be attached	Write Yes or No	
		Yes	No.
1.	Business Registration Certificate		
2.	The Applicant's name or Names of each member of the Applicant consortium in the case of a partnership or a copy of the Memorandum and Articles of Association.		
3.	Evidence from competent authority proving that the applicant is not involved in a liquidation/bankruptcy procedure; that his/her business is not administered by the court and that his/her commercial activities are not suspended.		
4.	Evidence from competent authority proving that the applicant met legal obligations on tax payments in the country where the same is registered as legal person.		
5.	Evidence on Authorised Legal Representative of the Applicant, (Board Decision or any other document proving person's competences.)		
6.	Evidence on the role of each Partnership member on: <ol style="list-style-type: none"> a) Financial Agreements, b) Execution of Engineering, Procurement and Construction (EPC) Contract. In case members of the Partnership do not provide all principal services of the Project, then please attach Evidence/Contract on proposed partnership (i.e. technology supply, etc.)		

No.	General Requirements Evidence/ documents to be attached	Write Yes or No	
		Yes	No
7.	Evidence of experience of the applicant/ members of the Partnership, on item 6 mentioned above (List of Project references specifying Location, Starting Date, Ending Date of the project etc)		
8.	Evidence on funding manner of the project by the Applicant, (Attach Dedication letter from a Lender, etc).		
9.	Evidence on alternative funding manner of the project by the Applicant, (Attach Dedication letter from a Lender, etc).		
10.	Evidence on loans' classification of applicants or partners (state loan %, type, level, Name of Tax Agency, and attach other documentation on all equity insurers).		
11.	Evidence confirming that the applicant or other members of the partnership represent entities established properly and in accordance with the laws of the country where they were established.		
12.	Evidence (information/ financial indicators) on financial situation of the applicant, prepared according to the model presented in Part 2 of this registration certificate application (attach Audited Annual Financial Report of the last three (3) years, certified by competent institution or certified Financial Audits).		
13	Organisational Structure of the applicant on implementation of the project/plant.		

No.	Technical and Organisational Requirements Evidence/documents to be attached	Write Yes or No	
		Yes	No
14	CV Management staff and other senior staff of the applicant.		
15	CV of authorised Legal Representative of the Applicant.		
16	Evidence on appointed Engineering, Procurement and Construction (EPC) - (individuals, companies, consortium), and identify main EPC Contractor (Agreement, Contract etc.)		
17	Reference on experience of EPC Contractors in similar projects.		
18	CV (Curriculum Vitae) on experience of projects Managers of EPC Contractors.		
19	Business plan on commercial plant operation.		
20	Evidence (or statement) describing whom does the applicant propose to sell the energy or other services that can be provided through the plant and which are the conditions (summary of any actual or proposed agreement or contract related to output energy of the plant, identification of prices, quantity and contractual parties).		
21	Agreement on electricity network connection (connection offer, Electro-energy permission etc).		
22	Evidence on the right to use the land and property state of the land that will be used for construction of the new plant (possession list, copy of the plan, agreements/contracts on use of private/public land and a sketch of the plant layout on the site).		
23	Environment Requirements Evidence that confirms that the plant that is planned to be constructed is in full conformity with Environment laws in Seychelles (Environmental Impact Assessment document, Environment Permission, Environment Approval etc.).		
24	Other relevant legislation requirements, including the right on use of water. Evidence from relevant authorities confirming that the Applicant has met all applicable statutory requirements in accordance with relevant Seychelles legislation (depending on the project), including the right on use of water whenever applicable.		

No.	Financial Requirements Evidences/ documents to be attached	Write	
		No	Yes
25	Evidence on the Investment value (SR). Evaluation of Capital Cost.		
26	Duration of construction period and annual % of investment value.		
27	Financial resources (own source capital, loans), financial plan: Plan on usage of funds and payments (related to implementation plan), deadlines for return of loans and financial costs (interest rates, fees, taxes and other). Declared funding sources or other related documents.		
28	Technical or commercial feasibility study of the project, including the following data: - Energy/Capacity Installed - Energy/Capacity Net - Availability of the plant (%) - Capacity factor of the plant (%) - Predictions of annual sales of energy, etc.		

SCHEDULE II
[Regulation 2(2)]

APPLICATION FOR REGISTRATION CERTIFICATE FOR AUTO PRODUCERS, AUTO PRODUCER GROUPS UP TO 100 kW TO CONSTRUCT OR UPGRADE A RENEWABLE ENERGY INSTALLATION OR CO-GENERATION

PART I To be filled by applicant (use BLOCK letters please).
Section A: Application Details

Note that name of applicant/ company/ organisation must be the same as that of the Electricity Bill Account holder with PUC with respect to the System address or otherwise indicate in item 6 that a new account has to be opened. It is important to provide an e/mail address in item 4 where the application status and communications should be addressed to, as this will improve the process.

I. Applicant's Details

(i) Name of applicant: _____
(ii) I.D. No./ Passport no.: _____

OR (in the case of a company or organisation)

(iii) Name of Company: _____ or Name of Organisation: _____
(iv) Company Registration No. _____ or VAT No. (if applicable): _____

2. Mailing Address (address where any information must be sent):
Address: _____

3. Contact Telephone No.: _____

4. Contact Email address(s): _____

5. Type of premises where the installation is located: (tick where applicable)
Commercial..... Residential..... Industrial..... Public building..... Institutional households.....
Other (specify): _____

Ensure the Renewable Energy installation address is correct and is the same address as shown on the PUC electricity bill. If the applicant does not have a PUC account on the Renewable Energy Installation address, it must be indicated that a new account is required and a site map with the contact details of a person providing access to the site is required.

6. Address of Installation
Address: _____

PUC Account No.: _____ (found on PUC bill statement)

OR Need new PUC account..... (include site map)

PV/Wind installation type: Roof Mounted..... Ground Mounted..... (include site map indicating the sites)

7. Financial incentives

(a) Case of financial incentives / capital grant on investment on this system OR on any part of an existing system to which this system is being added on the same account:

Please specify which type of incentive received:..... Please specify percentage amount: _____ %

(b) Case of NO financial incentives / capital grant on investment on any part of the installation installed on this account:

Applying for any schemes..... if yes please specify which.....

SECTION B. Declarations of Applicant(s)

Application must be signed by the applicant defined in 1 (i) OR in case of a Company or Organisation defined in 1 (ii) signed by Legal representative(s) as shown in the Memorandum and Articles of Association of the Company, a copy of which is to be attached, or a person authorised by the Board of Directors through a Board Resolution. Both Memorandum and Articles of the Company and Board Resolution (if applicable) must be submitted with the application. If legal representation is required by any two directors, two directors must sign the application providing a copy of their ID. In case of a sole trader, a copy of the VAT certificate and copy of ID is required.

I / we, the undersigned applicant(s) hereby declare that I/we:

shall at all times comply in every respect with the conditions attached to any authorisation that may be granted to the applicant;
can represent the applicant, company or organisation on whom this application is submitted;

(c) am/are either the owner(s) of the site where the system is to be constructed or that I am /we are not the owner(s) of the site and have obtained consent from the owner of the site both to construct the system and to access the site;

(d) have a connection agreement with PUC, a copy of the agreement should be attached to the application;

(e) shall at all times comply with the lawful directions of the Seychelles Energy Commission;

(f) provided information which to the best of my knowledge is accurate and complete in all respects and shall authorise the Seychelles Energy Commission to carry out the necessary investigations in order to verify this information;

(g) shall give consent to the Seychelles Energy Commission to retrieve personal data from any Governmental Department, public body, institution or authority and give consent to the Commission to request the Commissioner of Police to submit a complete record of my criminal convictions;

(h) also undertake to provide any other information that may be requested from time to time by the Commission; and

(i) shall inform the Seychelles Energy Commission of any changes that may occur with respect to the information submitted in this application as soon as possible and in any case prior to issue the approval of this application and the issuance of the Licence.

Date (dd/mm/yyyy): _____

Signature	Full Name(s) of Signatory/Signatories	Position held (if the applicant is a company, co-operative, partnership, unincorporated association or other type of body corporate):	Identity Card / Passport No.:	Contact Telephone/ Mobile No.:

Note: in case of a company or organisation this part has to be filled in FULL by ALL the legal representative(s).

Data Protection Notice

All personal data submitted to the Commission shall be used only in relation to the processing of this application and the management of consequent Notifications, Authorisations and/ or Licences. The information may however be transmitted to third parties (including other Government authorities, departments or bodies in the exercise of their official authority), in whole or in part, where required or allowed by law. You have the right to request, in writing, information on the personal data we hold about you. Although all reasonable efforts will be made to keep your information updated, you are kindly requested to inform us of any change in relation to the personal data held by the Commission. In any case if you consider that certain information about you is inaccurate, you may request the rectification of such data.

PART II- To be filled by Certified Installer (Use BLOCK letters please)

Section C: General Technical Information

8. Type of Renewable Energy Technology

Photovoltaic.....

Wind.....

Other..... (Specify which type).....

For PV Installation

9. PV panels:

Qty _____ of _____ Watts

Qty.....: tilt..... degree,

Orientation.....

Qty _____ of _____ Watts

Qty.....: tilt..... degree,

Orientation.....

Qty _____ of _____ Watts

Qty.....: tilt..... degree,

Orientation.....

10. Inverters:

Qty _____ of Max rating: _____ kW

Qty..... of..... Amps/H

Qty _____ of Max rating: _____ kW

Qty..... of..... Amps/H

Qty _____ of Max rating: _____ kW

Qty..... of..... Amps/H

11. If Batteries:

12. PV Technology: (tick one)

Monocrystalline.....

Polycrystalline.....

Thin-film..... (Specify which type).....

13. If installation includes a sun tracking system, please provide details of sun tracking system:.....

For Wind

14. No. Of Units:..... ofkW each

15. Type of Wind Turbine (tick one) **16. Diameter of Blade:**.....m²

Horizontal Axis Wind Turbine.....

Vertical Axis Wind Turbine.....

17. Height of Turbine:.....m

If roof mounted height should include the height of the existing house plus the wind turbine. If grounded mounted the height should be from the base of the tower to the highest tip of the blade.

18. Operating Speed:..... **19. Weight of Turbine:**.....Kg

Maximum speed.....

Minimum speed.....

20. Level of Noise:.....dB

21. Electromagnetic Oscillation Level:.....

22. Storage Device:.....

23. Orientation of Turbine:.....

(Specify what type).....

24. Details of the ancillary services that the generating station will be capable of providing:

(a) Reactive Power Capability (if applicable): kVAr (lead): _____ kVAr (lag): _____
 (b) Frequency control capability (if applicable): _____

25. Manufacturer and Model type of system: _____

26. Country of Origin: _____

27. Standard of Compliance: _____

28. System connection mode to grid: (tick one)

Single Phase: _____

Dual Phase: _____

Three Phase: _____

Off-Grid: _____ (Give details of connection) _____

29. Maximum AC current generated at 230/400V volts on:

Total System including any already existing:

Phase L1: _____ Amps; Phase L1: _____ Amps;

Phase L2: _____ Amps; Phase L2: _____ Amps;

Phase L3: _____ Amps; Phase L3: _____ Amps

(If single phase and where the phase number is unknown, use Phase L1 as default)

30. If this system is an addition to an existing generating system, please specify the SEC reference and the existing power generation of the one installed:

GEN/APP/ _____ / _____ or PV/ WT no: _____ Existing A.C. power _____ kW and connected to phase(s) _____

31. Maximum A.C. Power generated by this system: _____ kW

32. Total A.C. Power Generation Capacity on site: _____ kW

(This includes this system being applied for and any other systems already existing on site connected to the same electricity supply)

33. Total KVA of system: _____

34. Expected annual generation: _____ kWh

Section D. Declaration by Certified Installer:

I, the undersigned certified installer, hereby declare that to the best of my knowledge that all the details contained Part II of this application are correct and complete, that I will supply technical documentation and relevant schematics to the applicant, and that I shall inform the Seychelles Energy Commission within a reasonable time in case that any technical details have changed in regard to the installation from the time of this application till the testing and commissioning date. I understand that it is only for testing and commissioning purposes that such system may be temporarily connected to the grid. Afterwards it has to be disconnected as it may only be connected to the grid by the Public Utilities' authorised personnel.

I declare that I will ensure compliance with I.E.T. Regulations (BS 7671) as currently applicable and current relevant regulations, the applicable standards and the Grid Code and that the system will have earth fault protection and an anti-islanding protection in compliance with the Grid Code.

I further declare that the whole installation shall be installed in accordance with best practices, and that I shall inform the applicant prior to the construction of the PV system to seek other professional advice from a relevant competent person in case that the structure upon which the installation is intended to be installed may not be able to withstand and retain such installation.

Signature: _____ Date (dd/mm/yyyy): ____/____/____

Name in Full: _____

Telephone / Mobile number: _____

Certification No.: _____ I.D. No./ Passport number: _____

Note: The Commission shall not be responsible and does not accept in any manner whatsoever any liability, and shall be held harmless with regard to any damages or losses that may occur to persons or property in relation to the construction and operation of the proposed installation.

**DOCUMENTS TO BE SUBMITTED TOGETHER WITH THE APPLICATION
FOR REGISTRATION TO CONSTRUCT/ UPGRADE AN AUTO PRODUCERS
GENERATING PLANT**

1. A copy of the ID Card / passport details of applicant Or of all the Signatory/ Signatories in case of a Company or Organisation.	
2a. A copy of the VAT Certificate in case of a sole trader.	
2b. A copy of the Memorandum and Articles of Association of the Company Or a Board Resolution authorising the person to legally represent the company together with a copy Memorandum and Articles of Association of the Company	
3a. A copy of the PLC electricity bill in the applicant's name where the system will be installed and connected. <i>(not applicable in case of a new building and/or a new electrical service)</i>	
3b. In case of a new electricity service, a site map with street names, clearly indicating the site of the installer, the access point and intended point of connection to the grid.	
4. Copy of system circuit diagram (single line diagram) within the installation including the proposed grid connection and the associated metering points/supply points.	
5. Connection Agreement for the system with PUC	
6. Certificate of Competence of PV/Wind Installer	

For Office Use Only

Received by: _____

Date received (dd/mm/yyyy): _____ / _____ / _____

Application Reference No.: _____

Signed: _____

Official Stamp:

This application is valid for 1 (One) year from the date of submission.

**SCHEDULE III
[Regulations 7 (1)(a) and 12]**

**APPLICATION FOR LICENCE FOR AUTO PRODUCERS, AUTO PRODUCER
GROUPS AND CO-GENERATOR UP TO 100kW**

1	APPLICANT APPLYING FOR (PLEASE TICK ONE OF THE FOLLOWING) CO-GENERATION LICENCE AUTO PRODUCTION LICENCE AUTO PRODUCTION GROUP LICENCE EXTENSION OF THE LICENCE TRANSFER OF THE LICENCE APPLICATION FROM kW to kW
	EXPECTED OPERATION DATE:
2	APPLICATION INSTRUCTIONS The Applicant should submit the completed application form in print and electronic versions. Print version: Seychelles Energy Commission of Room 307, P.O.Box 1488, Block B, Unity House, Victoria, Mahé, Seychelles Electronic version: Certification of attached documents All information and statements requested herein should be provided in original or certified (notarized copies), signed and stamped by the Applicant. In the event that the space provided for the description of a given category in this Application does not suffice, please feel free to attach additional blank sheets of paper.
3.	GENERAL INFORMATION ON THE APPLICANT
	NAME OF APPLICANT (LEGAL ENTITY) APPLICANT'S STAMP:

NAME OF LEGAL ENTITY:		TICK THE ONE THAT APPLIES			
STATUS OF APPLICANT:					
Sole proprietor					
Partnership					
Company, Association (Specify)					
Other (Specify)					
HEADQUARTERS:					
ADDRESS:					
REGISTRATION NO:					
TELEPHONE NO:					
EMAIL ADDRESS:					
NAME AND SURNAME OF CONTACT PERSON:					
POSITION HELD:					
In case of a Business, Company, Association, Public body, Partnership, Institution, Body Corporate or Unincorporate					
ADDRESS:					
TELEPHONE NO:					
EMAIL ADDRESS:					
CURRENT ACTIVITIES OF THE APPLICANT IN THE ELECTRICITY SECTOR OF SEYCHELLES					
PREVIOUS ACTIVITIES OF THE APPLICANT IN THE ELECTRICITY SECTOR OF SEYCHELLES					
SPECIFIC INFORMATION ON AUTO-PRODUCTION PLANT BY UNIT					
UNIT NAME	LOCATION	DISTRICT	ENERGY SOURCE	INSTALLED CAPACITY (kW)	GENERATION ANNUAL

DOCUMENTS TO BE ATTACHED		ATTACHED (MARK WITH TICK)
INSTRUCTION: PLEASE PLACE A TICK ON THE RIGHT FOR ALL DOCUMENTS TO BE ATTACHED		
EVIDENCES /DOCUMENTS (ORIGINAL OR CERTIFIED COPY)		
1.	A copy of the ID Card/passport details of Applicant Or of all the signatory/signatories in case of a company or partnership	
2.	If the Applicant is a company, public body, association or any body of persons corporate or unincorporate, the following information and documents are required: -Registered business name and trading name; -Details of legal status; -Country of registration; -Registration details, certificate of Registration as a business organisation; -Copy of the Memorandum and Articles of Association of the company Or a Board Resolution authorising the person to legally represent the company together with a copy of the Memorandum and Articles of Association of the Company for both the legal applicant and the contact person	
3.	If the Applicant is a partnership the following information and, documents are required for each of the members of the partnership: -Legal name; -Status of Applicant:-sole proprietor; -partnership; -company, association (specify) -Other (Specify) -Registered business name and trading name; -Details of legal status; -Country of registration; -Registration details, certificate of registration as a business organisation; -Copy of the Memorandum and Articles of Association of the company Or a Board Resolution authorising the person to legally represent the company together with a copy of the Memorandum and Articles of Association of the Company for both the legal applicant and the contact person	

4.	If the Applicant is a sole proprietor: A copy of the VAT Certificate	
5.	Applicant's copy of registration certificate obtained from the commission	
6.	Certificate by a competent authority that the Applicant* fulfills all legal requirements related to the payment of taxes in the country of its registration as a legal entity.	
7.	Certificate by a competent body that the Applicant* is not undergoing a liquidation/bankruptcy procedure, that its business is not administered by a court and that its commercial activities are not suspended.	
8.	Evidence of payment of all applicable licensing fees.	
9.	Evidences about main and auxiliary electricity equipment, their kind and technical specifics, and evidences about location of such equipment.	
10.	A description of the planned electricity activity.	
11.	Evidence of any licence the Applicant possesses in relation to electricity activities in Seychelles or elsewhere.	
12.	Grid connection agreement	
13.	Connection point Details (e.g. proposed grid connection, transmission name and location, the associated metering points/supply points, etc.)	
14.	Details of the person responsible to maintain the system and a copy of the contract and their qualifications.	

*Applicant here refers to a company, business, partnership, public body

	STATEMENT	YES	NO
1.	Were the Applicant/Applicant's managers ever prosecuted or sentenced for a criminal offence?		
2.	Was the Applicant's Licence for the activity subject to this application revoked within five (5) years from the date of the application submission?		
3.	Are all necessary approvals related to other applicable laws available?		
4.	Does the Applicant understand and is the Applicant aware of its obligations to implement energy sector legislation, other procedures issued by the Commission, technical codes and other applicable legislation?		

STATEMENT

I (authorised person)..... (name and surname)

state that, to the best of my knowledge, all information, evidences and documents appended to this Application are original and correct, and that I shall be subjected to sanctioning in the event of false statements and submission of false information.

POST OF THE AUTHORISED PERSON:

DATE:

LOCATION:

SIGNATURE:

STAMP:

SCHEDULE IV
[Regulations 7(1)(b) and 12]

APPLICATION FOR LICENCE FOR ELECTRICITY GENERATION ABOVE 100 kW

1	APPLICANT APPLYING FOR (PLEASE TICK ONE OF THE FOLLOWING) ELECTRICITY GENERATION LICENCE EXTENSION OF THE ELECTRICITY GENERATION LICENCE TRANSFER OF THE ELECTRICITY GENERATION LICENCE APPLICATION FROM kW tokW EXPECTED OPERATION DATE:
2	APPLICATION INSTRUCTIONS The Applicant should submit the completed application form in print and electronic versions. Print version: Seychelles Energy Commission of Room 307, P.O Box 1488, Block B, Unity House, Victoria, Mahe, Seychelles Electronic version: Certification of attached documents All information and statements requested herein should be provided in original or certified (notarised copies), signed and stamped by the Applicant. In the event that the space provided for the description of a given category in this Application does not suffice, please feel free to attach additional blank sheets of paper.
NAME OF APPLICANT (LEGAL ENTITY)	APPLICANT'S STAMP:

3	GENERAL INFORMATION ON THE APPLICANT																																							
NAME OF LEGAL ENTITY:																																								
HEADQUARTERS:																																								
ADDRESS:																																								
REGISTRATION NO:																																								
TELEPHONE NO:																																								
EMAIL ADDRESS:																																								
NAME AND SURNAME OF CONTACT PERSON:																																								
ADDRESS:																																								
TELEPHONE NO:																																								
EMAIL ADDRESS:																																								
CURRENT ACTIVITIES OF THE APPLICANT IN THE ELECTRICITY SECTOR OF SEYCHELLES																																								
PREVIOUS ACTIVITIES OF THE APPLICANT IN THE ELECTRICITY SECTOR OF SEYCHELLES																																								
<table border="1" style="width: 100%;"> <thead> <tr> <th colspan="5">SPECIFIC INFORMATION ON ELECTRICITY GENERATION BY UNIT</th> </tr> <tr> <th>UNIT NAME</th> <th>LOCATION</th> <th>DISTRICT</th> <th>ENERGY SOURCE</th> <th>INSTALLED CAPACITY (MW)</th> <th>GENERATION ANNUAL</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td align="center" colspan="6">DOCUMENTS TO BE ATTACHED</td> </tr> </tbody> </table>						SPECIFIC INFORMATION ON ELECTRICITY GENERATION BY UNIT					UNIT NAME	LOCATION	DISTRICT	ENERGY SOURCE	INSTALLED CAPACITY (MW)	GENERATION ANNUAL																			DOCUMENTS TO BE ATTACHED					
SPECIFIC INFORMATION ON ELECTRICITY GENERATION BY UNIT																																								
UNIT NAME	LOCATION	DISTRICT	ENERGY SOURCE	INSTALLED CAPACITY (MW)	GENERATION ANNUAL																																			
DOCUMENTS TO BE ATTACHED																																								
INSTRUCTION: PLEASE PLACE A TICK ON THE RIGHT FOR ALL DOCUMENTS TO BE ATTACHED					ATTACHED (MARK WITH TICK)																																			
EVIDENCES /DOCUMENTS (ORIGINAL OR CERTIFIED COPY)																																								

1.	Applicant's certificate of registration as a business organisation, issued by the agency authorised for registration of business organisations.	
2.	Applicant's copy of registration certificate obtained from the commission	
3.	Business plan of the Applicant for the forthcoming three (3) years.	
4.	Applicant's annual financial statements for the last three (3) years. Such financial statements shall be audited by licensed and independent financial auditors. The Applicant shall submit the audit report separately from its financial statement, whereas newly established enterprises shall submit financial statements and information pertaining to the experience of its partners and shareholders in conducting similar energy activities, if any.	
5.	Certificate by a financial or other institution that confirms the existence of sufficient funds for conducting electricity activities (e.g. bank guarantees from the Applicant's bank or mother company in case of subsidiaries, or similar evidence of sufficient funds to finance the activity for which the licence is requested).	
6.	A certified copy of the registry of Applicant's shares or current shareholding by any of its shareholders or partners (e.g. acts of association, court decision, certified copy of the shareholders registry, statute, etc.)	
7.	Certificate by a competent authority that the Applicant fulfills all legal requirements related to the payment of taxes in the country of its registration as a legal entity.	
8.	Certificate by a competent body that the Applicant is not undergoing a liquidation/bankruptcy procedure, that its business is not administered by a court and that its commercial activities are not suspended.	
9.	Details of the Applicant's experience in conducting electricity activities, in the form of a corporate biography (Curriculum Vitae - CV).	
10.	Information regarding Applicant's organisational structure (management and professional staff).	
11.	Biographies (CVs) of the Applicant's management and other senior personnel, accompanied by their respective qualifications.	

12.	Evidence of payment of all applicable licensing fees.	
13.	Evidences about main and ancillary electricity equipment, their kind and technical specifics, and evidences about location of such equipment.	
14.	Evidence on availability of fuel and/ or Preliminary or final contract for fuel supply for Conventional energy. In the case of Renewable Energy provide detail of the Energy Source to be used and evidence of availability.	
15.	A description of the planned electricity activity.	
16.	Evidence of any licence the Applicant possesses in relation to electricity activities in Seychelles or elsewhere.	
17.	Grid connection agreement.	
18.	Connection point Details (e.g. transmission name and location, etc.)	
19.	Environmental permit, issued by the competent institution	
20.	Facility decommissioning plan	
21.	Facility rehabilitation plan (where applicable).	
22.	Proof of ownership rights, accompanied by property maps and sketches of respective facilities.	
23.	Any eventual energy sale contract, in draft or final form, if applicable.	
24.	Proof of thermal efficiency.	
25.	Water use permits (where applicable).	
26.	Assessment of the cost of generated energy during the life of new generation capacities or remaining life of rehabilitated facilities.	
27.	Amortisation (depreciation) plan for the generation facility.	

APPLICANT'S STATEMENT		
INSTRUCTION: PLEASE ANSWER THE FOLLOWING STATEMENTS WITH YES OR NO		
STATEMENT	YES	NO
1. Were the Applicant's managers ever prosecuted or sentenced for a criminal offence?		
2. Was the Applicant's Licence for the activity subject to this application revoked within five (5) years from the date of the application submission?		
3. Are all necessary approvals related to environmental protection, or other approvals required by applicable laws available?		
4. Does the Applicant understand and is the Applicant aware of its obligations to implement energy sector legislation, other procedures issued by the Commission, technical codes and other applicable legislation?		

STATEMENT

I (authorised person)..... (name and surname)

state that, to the best of my knowledge, all information, evidences and documents appended to this Application are original and correct, and that I shall be subjected to sanctioning in the event of false statements and submission of false information.

POST OF THE AUTHORISED PERSON:

DATE:

LOCATION:

SIGNATURE:

STAMP:

SCHEDULE V

[Regulations 7(1)(c) and 12]

LICENCE APPLICATION FOR TRANSMISSION OF ELECTRICITY

1	APPLICANT APPLYING FOR (PLEASE TICK ONE OF THE FOLLOWING)
	ELECTRICITY TRANSMISSION LICENCE
	EXTENSION/AMENDMENT OF THE ELECTRICITY TRANSMISSION LICENCE
	TRANSFER OF ELECTRICITY TRANSMISSION LICENCE
2	APPLICATION INSTRUCTIONS

The Applicant should submit the completed application form in print and electronic versions.

Print version: Seychelles Energy Commission of Room 307, P.O Box 1488, Block B, Unity House, Victoria, Mahé, Seychelles

Electronic version:

Certification of attached documents

All information and statements requested herein should be provided in original or certified (notarised copies), signed and stamped by the Applicant.

In the event that the space provided for the description of a given category in this Application does not suffice, please feel free to attach additional blank sheets of paper.

NAME OF APPLICANT (LEGAL ENTITY)	APPLICANT'S STAMP:
---	---------------------------

3		GENERAL INFORMATION ON THE APPLICANT
NAME OF APPLICANT:		
HEADQUARTERS:		
ADDRESS:		
REGISTRATION NO:		
TELEPHONE NO:		
EMAIL ADDRESS:		
NAME AND SURNAME OF CONTACT PERSON:		
ADDRESS:		
TELEPHONE NO:		
EMAIL ADDRESS:		
CURRENT ACTIVITIES OF THE APPLICANT IN THE ELECTRICITY SECTOR OF SEYCHELLES		
PREVIOUS ACTIVITIES OF THE APPLICANT IN THE ELECTRICITY SECTOR OF SEYCHELLES		
DOCUMENTS TO BE ATTACHED		
INSTRUCTION: PLEASE PLACE A TICK ON THE RIGHT FOR ALL DOCUMENTS TO BE ATTACHED		
EVIDENCES/DOCUMENTS (ORIGINAL OR CERTIFIED COPY)	ATTACHED (MARK WITH TICK)	
1. Applicant's certificate of registration as a business organisation, issued by the agency authorised for registration of business organisations.		
2. Applicant's copy of registration certificate obtained from the commission		
3. Business plan of the Applicant for the forthcoming three (3) years.		
4. Applicant's annual financial statements for the last three (3) years. Such financial statements shall be audited by licensed and independent financial auditors. The Applicant shall submit the audit report separately from its financial statement, whereas newly established enterprises shall submit financial statements and information pertaining to the experience of its partners and shareholders in conducting similar energy activities, if any.		

5.	Certificate by a financial or other institution that confirms the existence of sufficient funds for conducting electricity activities (e.g. bank guarantees from the Applicant's bank or mother company in case of subsidies, or similar evidence of sufficient funds to finance the activity for which the licence is requested).	
6.	A certified copy of the registry of Applicant's shares or current shareholding by any of its shareholders or partners (e.g. acts of association, court decision, certified copy of the shareholders registry, statute, etc.)	
7.	Certificate by a competent authority that the Applicant fulfills all legal requirements related to the payment of taxes in the country of its registration as a legal entity.	
8.	Certificate by a competent body that the Applicant is not undergoing a liquidation/bankruptcy procedure, that its business is not administered by a court and that its commercial activities are not suspended.	
9.	Details of the Applicant's experience in conducting electricity activities, in the form of a corporate biography (Curriculum Vitae – CV).	
10.	Information regarding Applicant's organisational structure (management and professional staff).	
11.	Biographies (CVs) of the Applicant's management and other senior personnel, accompanied by their respective qualifications.	
12.	Evidence of payment of all applicable licensing fees.	
13.	Description of the characteristics of the respective transmission system and evidence of ownership rights, or rights to use respective system elements.	
14.	System development plan for the transmission system	
15.	Evidence of possession of hardware and software systems necessary to calculate the load flows, management of dispatching from electricity generation plants, ancillary services and short circuits, dynamic stability of the balancing market and congestion management, if applicable, as well as the statements for the purchase or provisions of said systems.	
16.	Specification and technical characteristics of metering equipment in electricity billing points.	
17.	Statement that the applicant will fulfill all of its obligations deriving from the licence and that it will develop and implement all technical codes, as stipulated in the Energy Act, 2012 and its subsequent regulations.	

APPLICANT'S STATEMENT	
INSTRUCTION: PLEASE ANSWER THE FOLLOWING STATEMENTS WITH YES OR NO	
STATEMENT	YES NO
1. Were the Applicant's managers ever prosecuted or sentenced for a criminal offence?	
2. Was the Applicant's Licence for the activity subject to this application revoked within five (5) years from the date of the application submission?	
3. Are all necessary approvals related to environmental protection, or other approvals required by applicable laws available?	
4. Does the Applicant understand and is the Applicant aware of its obligations to implement energy sector legislation, other procedures issued by the SEC, technical codes and other applicable legislation?	

1 (authorised person).....
(name and surname)

STATEMENT

state that, to the best of my knowledge, all information, evidences and documents appended to this Application are original and correct, and that I shall be subjected to sanctioning in the event of false statements and submission of false information.

POST OF THE AUTHORISED PERSON:

DATE:

LOCATION:

SIGNATURE:

STAMP:

SCHEDULE VI
[Regulations 7(1)(d) and 12]

APPLICATION FOR LICENCE FOR DISTRIBUTING ELECTRICITY

1	APPLICANT APPLYING FOR (PLEASE TICK ONE OF THE FOLLOWING) ELECTRICITY DISTRIBUTION LICENCE EXTENSION OF THE ELECTRICITY DISTRIBUTION LICENCE TRANSFER OF THE ELECTRICITY DISTRIBUTION LICENCE
2	APPLICATION INSTRUCTIONS The Applicant should submit the completed application form in print and electronic versions. Print version: Seychelles Energy Commission, Unity House, Block B, Room 307, P.O. Box 1488, Victoria, Mahe, Seychelles Electronic version: Certification of attached documents All information and statements requested herein should be provided in original or certified (notarised copies), signed and stamped by the Applicant. In the event that the space provided for the description of a given category in this Application does not suffice, please feel free to attach additional blank sheets of paper.
NAME OF APPLICANT (LEGAL ENTITY)	APPLICANT'S STAMP:

3	GENERAL INFORMATION ON THE APPLICANT
NAME OF APPLICANT:	
HEADQUARTERS:	
ADDRESS:	
REGISTRATION NO:	
TELEPHONE NO:	
EMAIL ADDRESS:	
NAME AND SURNAME OF CONTACT PERSON:	
ADDRESS:	
TELEPHONE NO:	
EMAIL ADDRESS:	
CURRENT ACTIVITIES OF THE APPLICANT IN THE ELECTRICITY SECTOR OF SEYCHELLES	
PREVIOUS ACTIVITIES OF THE APPLICANT IN THE ELECTRICITY SECTOR OF SEYCHELLES	
DOCUMENTS TO BE ATTACHED	
INSTRUCTION: PLEASE PLACE A TICK ON THE RIGHT FOR ALL DOCUMENTS TO BE ATTACHED	
EVIDENCES /DOCUMENTS (ORIGINAL OR CERTIFIED COPY)	ATTACHED (MARK WITH TICK)
1. Applicant's certificate of registration as a business organisation, issued by the agency authorised for registration of business organisations.	<input type="checkbox"/>
2. Applicant's copy of registration certificate obtained from the commission	<input type="checkbox"/>

3.	Business plan of the Applicant for the forthcoming three (3) years.	<input type="checkbox"/>
4.	Applicant's annual financial statements for the last three (3) years. Such financial statements shall be audited by licensed and independent financial auditors. The Applicant shall submit the audit report separately from its financial statement, whereas newly established enterprises shall submit financial statements and information pertaining to the experience of its partners and shareholders in conducting similar electricity activities, if any.	<input type="checkbox"/>
5.	Certificate by a financial or other institution that confirms the existence of sufficient funds for conducting energy activities (e.g. bank guarantees from the Applicant's bank or mother company in case of subsidiaries, or similar evidence of sufficient funds to finance the activity for which the licence is requested).	<input type="checkbox"/>
6.	A certified copy of the registry of Applicant's shares or current shareholding by any of its shareholders or partners (e.g. acts of association, court decision, certified copy of the shareholders registry, statute, etc.)	<input type="checkbox"/>
7.	Certificate by a competent authority that the Applicant fulfills all legal requirements related to the payment of taxes in the country of its registration as a legal entity.	<input type="checkbox"/>
8.	Certificate by a competent body that the Applicant is not undergoing a liquidation/bankruptcy procedure, that its business is not administered by a court and that its commercial activities are not suspended.	<input type="checkbox"/>
9.	Details of the Applicant's experience in conducting electricity activities, in the form of a corporate biography (Curriculum Vitae - CV).	<input type="checkbox"/>
10.	Information regarding Applicant's organisational structure (management and professional staff).	<input type="checkbox"/>

11.	Biographies (CVs) of the Applicant's management and other senior personnel, accompanied by their respective qualifications.	
12.	Evidence of payment of all applicable licensing fees.	
13.	A description of respective characteristics of the distribution system and area in which electricity will be distributed.	
14.	Evidence of ownership or legal entitlement to use distribution system elements.	
15.	System development plan for the distribution system	
16.	Evidence of the number and structure of connected and potential consumers	
17.	Evidence of possession of hardware and software systems necessary to calculate the electricity system load, short circuits and statements for the purchase or provision of such systems	
18.	Electricity supply quality metering indicators (length, frequency, number of interruptions, minutes of interruption per consumer, etc.) and services for system operation (general information, meter reading agreements, connection time, default, re-establishment of the power system after default, etc.)	
19.	Specifies and technical characteristics of distribution system metering equipment.	
20.	Transmission system connection agreement.	

4		APPLICANT'S STATEMENT	
INSTRUCTION: PLEASE ANSWER THE FOLLOWING STATEMENTS WITH YES OR NO			
	STATEMENT	YES	NO
1.	Were the Applicant's managers ever prosecuted or sentenced for a criminal offence?		
2.	Was the Applicant's Licence for the activity subject to this application revoked within five (5) years from the date of the application submission?		
3.	Are all necessary approvals related to environmental protection, or other approvals required by applicable laws available?		
4.	Does the Applicant understand and is the Applicant aware of its obligations to implement energy sector legislation, other procedures issued by the SEC, technical codes and other applicable legislation?		
STATEMENT			
I (authorised person)..... (name and surname).....			
state that, to the best of my knowledge, all information, evidences and documents appended to this Application are original and correct, and that I shall be subjected to sanctioning in the event of false statements and submission of false information.			
POST OF THE AUTHORISED PERSON:			
DATE:			
LOCATION:			
SIGNATURE:			
STAMP:			

SCHEDULE VII
[Regulations 7(1)(e) and 12]

APPLICATION FOR LICENCE FOR ELECTRICITY SUPPLY

1	APPLICANT APPLYING FOR: (PLEASE TICK ONE OF THE FOLLOWING) LICENCE FOR ELECTRICITY SUPPLY EXTENSION OF LICENCE FOR ELECTRICITY SUPPLY TRANSFER OF LICENCE FOR ELECTRICITY SUPPLY APPLICATION FROMMW TOMW
---	---

2	APPLICATION INSTRUCTIONS The Applicant should submit the completed application form in print and electronic versions. Print version: Seychelles Energy Commission of Room 307, Second floor, Block B, Unity House, Mahe, Seychelles Electronic version: Certification of attached documents All information and statements requested herein should be provided in original or certified (notarised copies), signed and stamped by the Applicant. In the event that the space provided for the description of a given category in this Application does not suffice, please feel free to attach additional blank sheets of paper.
---	--

NAME OF APPLICANT (LEGAL ENTITY):	APPLICANT'S STAMP
--------------------------------------	-------------------

3	GENERAL INFORMATION ON THE APPLICANT NAME OF APPLICANT: HEADQUARTERS: ADDRESS: REGISTRATION NO: TELEPHONE NO: EMAIL ADDRESS: NAME AND SURNAME OF CONTACT PERSON: ADDRESS: TELEPHONE NO: EMAIL ADDRESS: CURRENT ACTIVITIES OF THE APPLICANT IN THE ELECTRICITY SECTOR OF SEYCHELLES PREVIOUS ACTIVITIES OF THE APPLICANT IN THE ELECTRICITY SECTOR OF SEYCHELLES
---	---

DOCUMENTS TO BE ATTACHED	
INSTRUCTION: PLEASE PLACE A TICK ON THE RIGHT FOR ALL DOCUMENTS TO BE ATTACHED	
EVIDENCES / DOCUMENTS (ORIGINAL OR CERTIFIED COPY)	ATTACHED (MARK WITH TICK)
1. Applicant's certificate of registration as a business organisation, issued by the agency authorised for registration of business organisations.	
2. Applicant's copy of registration certificate obtained from the commission	
3. Business plan of the Applicant for the forthcoming three (3) years.	
4. Applicant's annual financial statements for the last three (3) years. Such financial statements shall be audited by licensed and independent financial auditors. The Applicant shall submit the audit report separately from its financial statement, whereas newly established enterprises shall submit financial statements and information pertaining to the experience of its partners and shareholders in conducting similar electricity activities, if any.	

5.	Certificate by a financial or other institution that confirms the existence of sufficient funds for conducting energy activities (e.g. bank guarantees from the Applicant's bank or mother company in case of subsidiaries, or similar evidence of sufficient funds to finance the activity for which the licence is requested).	
6.	A certified copy of the registry of Applicant's shares or current shareholding by any of its shareholders or partners (e.g. acts of association, court decision, certified copy of the shareholders registry, statute, etc.)	
7.	Certificate by a competent authority that the Applicant fulfills all legal requirements related to the payment of taxes in the country of its registration as a legal entity.	
8.	Certificate by a competent body that the Applicant is not undergoing a liquidation/bankruptcy procedure, that its business is not administered by a court and that its commercial activities are not suspended.	
9.	Details of the Applicant's experience in conducting energy activities, in the form of a corporate biography (Curriculum Vitae CV).	
10.	Information regarding Applicant's organisational structure (management and professional staff).	
11.	Biographies (CVs) of the Applicant's management and other senior personnel, accompanied by their respective qualifications.	
12.	Evidence of payment of all applicable licensing fees.	
13.	Information on material sources owned by the Applicant, including data on information systems and software available for conducting the activities. (this includes software for billing purposes i.e. automatic issuance of bills to final customers, the information systems in the call centres i.e. reply to calls, or other resources memorising data on the quality of supply i.e. number of complaints, time to resolve complaints)	
14.	Contracts/agreements for electricity supply	
15.	Number and category of consumers	
16.	The plan for fulfilling consumer supply standards, including: consumer complaints, time for responding to consumer complaints, billing proposals, call center response time, average waiting time in consumer information centres etc.	

4		APPLICANT'S STATEMENT	
INSTRUCTION: PLEASE ANSWER THE FOLLOWING STATEMENTS WITH YES OR NO			
	STATEMENT	YES	NO
1.	Were the Applicant's managers ever prosecuted or sentenced for a criminal offence?		
2.	Was the Applicant's Licence for the activity subject to this application revoked within five (5) years from the date of the application submission?		
3.	Are all necessary approvals related to environmental protection, or other approvals required by applicable laws available?		
4.	Does the Applicant understand and is the Applicant aware of its obligations to implement energy sector legislation, other procedures issued by the Commission, technical codes and other applicable legislation?		
STATEMENT			
1 (authorised person)..... (name and surname)			
state that, to the best of my knowledge, all information, evidences and documents appended to this Application are original and correct, and that I shall be subjected to sanctioning in the event of false statements and submission of false information.			
POST OF THE AUTHORISED PERSON:			
DATE:			
LOCATION:			
SIGNATURE:			
STAMP:			

MADE this 4th day of February, 2016.

DIDIER DOGLEY
MINISTER OF ENVIRONMENT, ENERGY
AND CLIMATE CHANGE