

12. Simplified Interconnection Application Process

Instructions for Application *(please omit Instruction and terms and condition pages when submitting application)*

General Information: If you, the Interconnecting Customer, wish to submit an application to interconnect your generating Facility using the Simplified Process (reference Section 3.1 of the Interconnection Standard for eligibility) please fill out the attached application form completely (not including this page of instructions), including your signature in the space provided. Interconnections that may be eligible for this Simplified Process include UL 1741-Listed inverter-based Facilities that are either:

1. **connecting to radial electric power systems with power ratings of ≤ 10 kW single-phase or ≤ 25 kW three-phase, or**
2. **connecting to network electric power systems with power ratings of ≤ 15 kW single-phase.**

Please attach any documentation provided by the inverter manufacturer concerning the UL 1741 listing provided by the manufacturer.

Mail all materials to:

Attn: Engineering Manager, Westfield Gas and Electric

100 Elm Street, P.O. Box 990

Westfield, MA 01085

The Simplified Process is as follows:

1. Application process:
 - 1.1. Interconnecting Customer submits a Simplified Application filled out properly and completely.
 - 1.2. The customer will provide a drawing/schematic of the Distributed Generation System. Location of utility disconnect must be noted.
 - 1.3. The electric utility (Department) acknowledges to the Interconnecting Customer receipt of the application within 5 business days of receipt.
2. Department evaluates the application for completeness and notifies the Interconnecting Customer within 10 business days of receipt that the application is or is not complete and, if not, advises what is missing. Department verifies Facility equipment can be interconnected safely and reliably.
3. If approved, the Department signs the application approval line and sends to the Interconnecting Customer. In certain rare circumstances, the Department may require the Interconnecting Customer to pay for minor System Modifications. If so, a description of work and an estimate will be sent back to the Interconnecting Customer for approval. The Interconnecting Customer would then approve via a signature and payment for the minor System Modifications. If the Interconnecting Customer approves, the Department performs the System Modifications. Then, the Department signs the application approval line and sends to the Interconnecting Customer.
4. Upon receipt of the signed application, the Interconnecting Customer installs the Facility. Then the Interconnecting Customer arranges for inspection of the completed installation by the local electrical

wiring inspector, or other authority having jurisdiction, and this person signs the Certificate of Completion. If the Facility was installed by an electrical contractor, this person also fills out the Certificate of Completion.

5. The Interconnecting Customer returns the Certificate of Completion to the Department.
6. Following receipt of the Certificate of Completion, the Department may inspect the Facility for compliance with standards by arranging for a Witness Test. The Interconnecting Customer has no right to operate in parallel (interconnect) until a Witness Test has been performed or has been previously waived on the Application Form. The Department is obligated to complete this Witness Test within 10 business days of the receipt of the Certificate of Completion. If the Department does not inspect in 10 business days or by mutual agreement of the Parties, the Witness Test is deemed waived.
7. Assuming the wiring inspection and/or Witness Test is satisfactory; the Department notifies the Interconnecting Customer in writing that interconnection is authorized. If the Witness Test is not satisfactory, the Department has the right to disconnect the Facility, and will provide information to the Interconnecting Customer describing clearly what is required for approval.

Contact Information: You must provide the contact information for the legal applicant (i.e. the Interconnecting Customer). If other parties are responsible for interfacing with the Department, you should provide their contact information as well.

Ownership Information: Please enter the legal names of the owner or owners of the Facility

Generating Facility Information: Please locate a copy of your monthly bill, this will provide the correct Account Number and Meter Number for this application. If the facility is to be installed in a new location, prior to submittal of this application an account for service must be created. One can do so at our Main Office, visit 100 Elm Street, Westfield, MA, 01085, or contact our Customer Service Line #413-572-0100 for more information, or visit our website www.wgeld.org to submit a request for service.

Confidentiality Statement: In an ongoing effort to improve the interconnection process for Interconnecting Customers, the information you provide and the results of the application process will be aggregated with the information of other applicants and periodically reviewed by a DG Collaborative of industry participants that has been organized by the Massachusetts Department of Public Utilities (DPU). The aggregation process mixes the data together so that specific details for one Interconnecting Customer are not revealed. In addition to this process, you may choose to allow the information specific to your application to be shared with the Collaborative by answering "Yes" to the Confidentiality Statement question on the first page. Please note that even in this case your identification information (contact data) and specific Facility location will not be shared.

UL 1741 Listed: The standard UL 1741, "Inverters, Converters, and Controllers for Use in Independent Power Systems," addresses the electrical interconnection design of various forms of generating equipment. Many manufacturers choose to submit their equipment to a Nationally Recognized Testing Laboratory (NRTL) that verifies compliance with UL 1741. This term "Listed" is then marked on the equipment and supporting documentation.

Simplified Interconnection Application and Agreement**Date Prepared:** _____**Contact Information:** *(Legal Name and address of Interconnecting Customer or Company Name, where applicable)*

Customer or Company Name (print): _____

Contact Person, if Company: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone (Daytime): _____ (Evening): _____

Facsimile Number: _____ E-Mail Address: _____

Alternative Contact Information: *(e.g., system installation contractor or coordinating company, where applicable)*

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone (Daytime): _____ (Evening): _____

Facsimile Number: _____ E-Mail Address: _____

Electrical Contractor Contact Information: *(where applicable)*

Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone (Office): _____ (Mobile): _____

Facsimile Number: _____ E-Mail Address: _____

License Number: _____

Ownership Information: The Customer must fully own the Facility. Massachusetts General Laws prohibit a third-party from selling energy within the service territory of a municipal light department, such as WG&E. A third-party cannot maintain ownership or lease distributed generation equipment to a Customer of WG&E, instead WG&E's Customer must own the equipment outright. Any sale of energy to a Customer must be between WG&E and the Customer.

Please attach documentation which confirms customer-owned electric generation equipment such as copies of sales receipt and/or loan agreement.

Facility Information:

Address of Facility: _____

City: _____ State: _____ Zip Code: _____

Account Number: _____ Meter Number: _____

Manufacturer:		Model Number:	
Model Name:		Quantity:	
Nameplate Rating:	(kW)		(kVA)
	(Ac Volts)		
	<input type="checkbox"/> Single Phase	<input type="checkbox"/> Three Phase	
System Design Capacity:	(kW)		For Solar PV System, DC-STC rating:
	(kVA)		(kW)
Prime Mover: (check applicable)	<input type="checkbox"/> Photovoltaic	<input type="checkbox"/> Reciprocating Engine	<input type="checkbox"/> Turbine
	<input type="checkbox"/> Fuel Cell	<input type="checkbox"/> Other	
Energy Source: (check applicable)	<input type="checkbox"/> Solar	<input type="checkbox"/> Wind	<input type="checkbox"/> Fuel Oil
	<input type="checkbox"/> Hydro	<input type="checkbox"/> Natural Gas*	<input type="checkbox"/> Diesel
	<input type="checkbox"/> Other		
IEEE 1547.1 (UL 1741) Listed ?		<input type="checkbox"/> YES	<input type="checkbox"/> NO

**If the energy source is Natural Gas, please contact the WG&E Engineering Department as additional forms and information will be required during the application process.*

Please attach any documentation provided by the inverter manufacturer describing the inverter's UL 1741 listing.

Estimated Install Date: _____ Estimated In-Service Date: _____

Interconnecting Customer Signature:

I hereby certify that, to the best of my knowledge, all of the information provided in this application is true and I agree to the Terms and Conditions on the following page:

Signature: _____ (Print Name): _____

Title: _____ Date: _____

Approval to Construct Interconnection Facility: (For Department use only)

Installation of the Facility is approved contingent upon the terms and conditions of this Agreement, and agreement to any system modifications, if required:

Are system modifications required? Yes ___ No ___ To Be Determined ___

Proof that the WG&E customer is the sole owner of the electric generator. Yes ___

Department Signature: _____ (Print Name): _____

Title: _____ Date: _____

Application Number: _____ Department waives inspection/Witness Test? Yes ___
No ___

Terms and Conditions for Simplified Interconnection Agreement

1. **Construction of the Facility.** The Interconnecting Customer may proceed to construct the Facility once the Approval to Install the Facility has been signed by the Department.
2. **Interconnection and operation.** The Interconnecting Customer may operate Facility and interconnect with the Department's system once the following has occurred:
 - 2.1. **Municipal Inspection.** Upon completing construction, the Interconnecting Customer will have the Facility inspected or certified by the local electrical wiring inspector. Request for inspection can be directed to the Westfield Building Department, #413-572-6251.
 - 2.2. **Certificate of Completion.** The Interconnecting Customer returns the Certificate of Completion appearing as Attachment 2 to the Agreement to the Department at address noted.
 - 2.3. **Department has completed or waived the right to inspection.**
3. **Department Right of Inspection.** Within ten (10) business days after receipt of the Certificate of Completion, the Department may, upon reasonable notice and at a mutually convenient time, conduct an inspection of the Facility to ensure that all equipment has been appropriately installed and that all electrical connections have been made in accordance with the Interconnection Standard. The Department has the right to disconnect the Facility in the event of improper installation or failure to return Certificate of Completion. If the Department does not inspect in ten (10) business days or by mutual agreement of the Parties, the Witness Test is deemed waived.
4. **Safe Operations and Maintenance.** The Interconnecting Customer shall be fully responsible to operate, maintain, and repair the Facility.
5. **Access.** The Department shall have access to the disconnect switch (if required) of the Facility at all times.
6. **Disconnection.** The Department may temporarily disconnect the Facility to facilitate planned or emergency Department work.
7. **Metering and Billing.** All Facilities approved under this Agreement qualify for bi-directional metering, as approved by the Department from time to time, and the following is necessary to implement the metering provisions:
 - 7.1. **Interconnecting Customer Provides Meter Sockets.** The Interconnecting Customer shall furnish and install, if not already in place, the necessary meter sockets and wiring in accordance with accepted electrical standards.
 - 7.2. **Department Installs Meters.** The Department shall furnish and install both of the following: a) a meter capable of bi-directional metering at the interconnection point and b) a Production Meter to measure the quantity of energy produced by the Customer's energy generating equipment. Installation shall occur within ten (10) business days after receipt of the Certificate of Completion if inspection is waived, or within ten (10) business days after the inspection is completed, if such meter is not already in place.
8. **Indemnification.** Except as the Commonwealth is precluded from pledging credit by Section 1 of Article 62 of the Amendments to the Constitution of the Commonwealth of Massachusetts, and except as the Commonwealth's cities and towns are precluded by Section 7 of Article 2 of the Amendments to the Massachusetts Constitution from pledging their credit without prior legislative authority, Interconnecting Customer and Department shall each indemnify, defend and hold the other, its directors, officers, employees and agents (including, but not limited to, Affiliates and contractors and their employees), harmless from and against all liabilities, damages, losses, penalties, claims, demands, suits and proceedings of any nature whatsoever for personal injury (including death) or property damages to unaffiliated third parties that arise out of, or are in any manner connected with, the performance of this Agreement by that party, except to the extent that such injury or damages to

unaffiliated third parties may be attributable to the negligence or willful misconduct of the party seeking indemnification.

- 9. Limitation of Liability.** Each party's liability to the other party for any loss, cost, claim, injury, liability, or expense, including reasonable attorney's fees, relating to or arising from any act or omission in its performance of this Agreement, shall be limited to the amount of direct damage actually incurred. In no event shall either party be liable to the other party for any indirect, incidental, special, consequential, or punitive damages of any kind whatsoever.
- 10. Termination.** This Agreement may be terminated under the following conditions:

 - 10.1. By Mutual Agreement.** The Parties agree in writing to terminate the Agreement.
 - 10.2. By Interconnecting Customer.** The Interconnecting Customer may terminate this Agreement by providing written notice to Department.
 - 10.3. By Department.** The Department may terminate this Agreement

 - 10.3.1.** if the Facility fails to operate for any consecutive 12 month period, or
 - 10.3.2.** in the event that the Facility impairs the operation of the electric distribution system or service to other customers or materially impairs the local circuit and the Interconnecting Customer does not cure the impairment.
- 11. Assignment/Transfer of Ownership of the Facility.** This Agreement shall survive the transfer of ownership of the Facility to a new owner when the new owner agrees in writing to comply with the terms of this Agreement and so notifies the Department.