COMMISSIONING REPORT FOR SMALL SCALE EMBEDDED ELECTRICITY GENERATION

Work Order No: _____ File Reference: 16/2/1

The following SSEG Commissioning Report must be submitted for each installation, confirming compliance with Overstrand Municipality's requirements.

Erf No:		Township/Ward		Account No:	
Initials & Surname:				Title:	
Postal Address:				E-mail address :	
		Postal Code:		Fax No:	
Street (Physical) Address / Location:				VAT Registration No:	
Contact No:	Home		Work		Cell phone
Indicate:	Residential		Business		Industrial		Group development	
Other: *(e.g. farm – specify)*					
Projected commissioning date:					

Site location:

Latitude(dd mm sss)	S			°			'				''
Longitude(dd mm sss)	E			°			'				''

SSEG Details:

Manufacturer:		Model:	

Serial number/s of inverter/s and independent disconnection switching unit/s (if not integrated into one of the components of the embedded generator)											
Serial number/ version of software (where applicable)											
SSEG rating (kVA) & Power factor (under normal running conditions)											
Single Phase:		Three Phase:		Max peak AC short circuit current (A)							
Location of SSEG within the installation											
Type of prime mover			Inverter			Rotating Machine					
Type of prime fuel source			Photo-voltaic		Concentrated Solar Power		Small Hydro				
Landfill Gas		Bio-mass		Biogas		Wind		Co-generation		Fossil fuel generation	

Installer Details:

Installer:			
Accreditation/qualification:			
Professional registration:		Reg. No.	
Address:			
		Postal code:	
Contact person:			
Telephone no:	Work:	Cell:	
Fax:		E-mail address:	
Signature:		Date:	

Information to be enclosed

Final copy of circuit diagram	
Inverter type test Certificate of Compliance and Test Report according to NRS 097-2-1, issued by accredited 3rd party test house (not necessary if already provided).	
Factory setting sheet or other documentation showing that the inverter has been set according to NRS 097-2-1	
An electrical installation Certificate of Compliance.	
Signed contract for SSEG	
Operation and maintenance procedure	

Compulsory declaration – to be completed by ECSA registered PrEng or Pr Tech Eng

The SSEG installation complies with the relevant sections of NRS 097-2-1	
The loss of mains protection has been proved by a functional test carried out as part of the on-site commissioning, e.g. a momentary disconnection of the supply to the SSEG in order to prove that the loss of mains protection operates as expected.	
Protection settings have been set to comply with NRS 097-2-1	
Safety labels have been fitted in accordance with NRS 097-2-1	
The SSEG installation complies with the relevant sections of SANS 10142-1 and an installation certificate of compliance is attached.	
Reverse power blocking protection system installed and commissioned to prevent reverse power flow onto the municipal electrical grid (where applicable).	
Comments (continue on separate sheet if necessary)	

Name of ECSA registered professional		Certificate of Compliance number	
Registration category:		Registration number:	
Address:			
		Postal code:	
Telephone no:	Work:	Cell:	
Fax:		E-mail address:	
Signature:		Date:	

Signature Owner: _____ Date: _____

Submit completed form to: Electro Technical Services Department