

**TIME LINED FOR PROCESSING OF APPLICATION UNDER
NEPRA LICENSING (APPLICATION AND MODIFICATION
PROCEDURE) REGULATIONS, 1999**

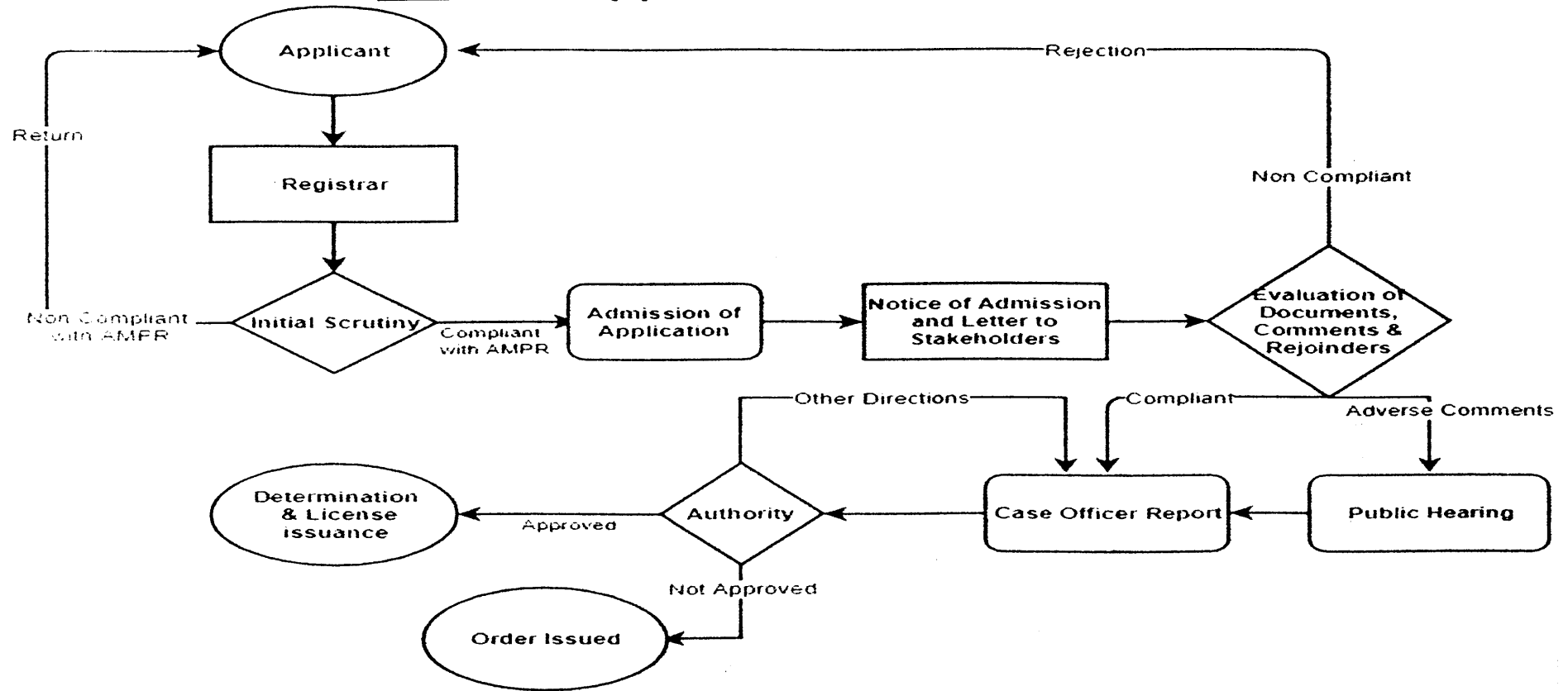
Sr. No	Action	Timelines	Total Time Lapse (Days)
1.	Deficiencies to be fulfilled by the Applicant in case of incomplete application	Within 07 days of notice of Registrar	07
2.	Admission of substantially complete application	Within 03 days of submission of case by Registrar	7+3=10
3.	Advertisement	Within 03 days of the admission date by the Authority [Reg-8]	10+3=13
4.	Comment by Stakeholders	Within 14 days of the advertisement date [Reg-8(c)]	13+14=27
5.	Filing rejoinder to the comments of stakeholders, if required	Within 15 days after of the advertisement deadline	27+15=42
6.	Public Hearing, if required	Within 30 days of receipt of rejoinder	42+30
7.	The matter is placed before the Authority along with the comments	No later than 3 days after the last date for receipt of comments from the public [Reg-9(1)]	72+3=75
8.	Decision on Admitted Petition	The Authority shall decide the application within <u>28 days</u> after the date the application, along with the comments received from the public, is placed before the Authority pursuant to Reg-9(1), provided that the time taken, if any, by the applicant in making a representation before the Authority in terms of Reg-9(3) shall be excluded from the afore-said period of twenty eight days. [Reg 9(4)]	75+28=98

PROCESSING OF APPLICATION UNDER NEPRA LICENSING (APPLICATION AND MODIFICATION PROCEDURE) REGULATIONS, 1999

Sr. No	Action	Timelines	Total Time Lapse (Days)	Remarks
1.	Deficiencies to be fulfilled by the Applicant in case of incomplete application	Within 07 days of notice of Registrar	07	
2.	Admission of substantially complete application	Within 03 days of submission of case by Registrar	7+3=10	
3.	Advertisement	Within 03 days of the admission date by the Authority [Reg 8]	10+3=13	
4.	Comment by Stakeholders	Within 14 days of the advertisement date [Reg 8(c)]	13+14=27	
5.	The matter is placed before the Authority along with the comments	No later than 3 days after the last date for receipt of comments from the public [Reg-9(1)]	27+3=30	
6.	Decision on Admitted Petition	The Authority shall decide the application within <u>28 days</u> after the date the application, along with the comments received from the public, is placed before the Authority pursuant to sub-regulation (1), provided that the time taken, if any, by the applicant in making a representation before the Authority in terms of sub-regulation (3) shall be excluded from the afore-said period of twenty eight days. [Reg 9(4)]	30+28=58	This total time 58 working days to decide an application does not include (i). the time taken by the applicant in filing rejoinder to the comments of stakeholders, if required; (ii). The time taken to conduct a public hearing, if required as stipulated in Rule-3(4) of the NEPRA Licensing (Generation) Rules, 2000.

Licensing Application Flow Process

License Application Procedure



National Electric Power Regulatory Authority

**Check List for Examination of Licence Application –
For Existing Project (Regulation 3 read with 3(6)(A)(b) of AMPR)**

Name of Company: _____

Capacity: _____

Regulation #	Information/Documents Required	Remarks
3(1)	Authorization from Board Resolution / Power of Attorney	
3(2)	Application fee (including Indexation)	
3(4)	Three copies of Application	
3(5)(a)(i)	Certificate of incorporation	
3(5)(a)(ii)	Memorandum and articles of association	
3(5)(a)(iii)	Annual Return statements	
3(5)(b)	Profile of experience of the applicant its management, staff and its members in power sector.	
3(5)(c)	CVs of applicant's Senior Management and Technical professionals.	
3(5)(d)(i)	Cash balance & bank certificates	
3(5)(d)(ii)	Expression of interest to provide credit or financing along with sources and details thereof	
3(5)(d)(iii)	Latest financial statements	
3(5)(d)(iv)	Employment records of Engineers & Technical Staff	
3(5)(d)(v)	Profile of Sub-contractors	
3(5)(d)(vi)	Verifiable references w.r.t. experience of the Applicant and its sub-Contractors	
3(5)(e)	Details of any charges / Encumbrances to the company's assets	
3(5)(g)(a)	Type of Technology	
3(5)(i)	Prospectus	

Regulation #	Information/Documents Required	Remarks	
SCHEDULE – III			
1.	Location maps, site maps, land		
2.	Technology, number of units		
3.	Fuel: type, imported/indigenous, supplier, logistics, pipelines etc.		
4.	Emission values		
5.	Cooling water source: tube wells, sea/river/canal, distance from source, etc.		
6.	Interconnection with National Grid Co. distance and name of nearest grid, voltage level (single line diagram)		
7.	Installed capacity, De-rated capacity, expected remaining life		
8.	Due diligence Report		
9.	Rehabilitation plans, previous rehabilitation program		
10.	Operational record including environmental monitoring data for the last five years, constraints in dispatching		
11.	Project cost, information regarding source and amounts of equity and debt		
12.	Plant characteristics: generation voltage, power factor, frequency, automatic generation control, ramping rate, control metering and instrumentation		
13.	Training and development		
14.	Efficiency Parameters		
	(i)	Designed Efficiency of power plant %	
	(ii)	Gross Efficiency of power plant at Mean Site Conditions %	
	(iii)	Net Efficiency of power plant at Mean Site Conditions %	

**Check List for Examination of
New Generation Facility (Hydel) - License Application**

Name of Company: _____

Capacity: _____

Prepared/Updated on: _____

Regulation #	Information/Documents Required	Remarks
3(1)	Authorization from Board Resolution / Power of Attorney	
3(3)	Application fee (including Indexation)	
3(4)	Three copies of Application	
3(5)(a)(i)	Certificate of incorporation (SECP certified)	
3(5)(a)(ii)	Memorandum and articles of association (SECP certified)	
3(5)(a)(iii)	Annual Return statements or in lieu thereof (SECP certified)	
3(5)(b)	Profile of experience of the applicant its management, staff and its members in power sector.	
3(5)(c)	CVs of applicant's Senior Management and Technical professionals	
3(5)(d)(i)	Cash balance & bank certificates	
3(5)(d)(ii)	Expression of interest to provide credit or financing along with sources and details thereof	
3(5)(d)(iii)	Latest financial statements	
3(5)(d)(iv)	Employment records of Engineers & Technical Staff	
3(5)(d)(v)	Profile of Sub-contractors	
3(5)(d)(vi)	Verifiable references w.r.t. experience of the Applicant and its sub-Contractors	
3(5)(g)(a)	Type of Technology	
3(5)(h)	Feasibility Report	
3(5)(i)	Prospectus	
Schedule III		
1.	Location (location maps, site maps) land	
2.	Plant: run of river, storage, veir	
3.	Head: Minimum, maximum	

4.	Technology: Francis, Pelton, etc. Size, number of units.	
5.	Tunnel (if proposed): length, diameter	
6.	ESSA (Environmental and Social Soundness Assessment)	
7.	Detailed feasibility report	
8.	Resettlement issues	
9.	Consents	
10.	Infrastructure development	
11.	Interconnection with National Grid Co. distance and name of nearest grid, voltage level (single line diagram)	
12.	Project cost, information regarding sources and amounts of equity and debt.	
13.	Project schedule, expected life	
14.	Peaking/base load operation	
15.	Plant characteristics: generation voltage, power factor, frequency, automatic generation control, ramping rate, control metering and instrumentation	
16.	System studies load flow, short circuit, stability	
17.	Training and development	

**Check List for Examination of Licence Application –
For New Project (Regulation 3 read with 3(6)(A) of AMPR)**

Name of Company: _____

Installed Capacity: _____

Regulation #	Information/Documents Required	Information/Documents Submitted
3(1)	Authorization from Board Resolution / Power of Attorney	
3(2)	Application fee (including Indexation)	
3(4)	Three copies of Application	
3(5)(a)(i)	Certified Copies of Certificate of incorporation (Certified by SECP)	
3(5)(a)(ii)	Certified Copies of Memorandum and articles of association (Certified by SECP)	
3(5)(a)(iii)	Certified Copies of Last Filed Annual Return of the company (Certified by SECP)	
3(5)(b)	Profile of experience of the applicant its management, staff and its members in power sector.	
3(5)(c)	CVs of applicant's Senior Management and Technical professionals	
3(5)(d)(i)	Cash balance held in reserve alongwith the bank certificates	
3(5)(d)(ii)	Expression of interest to provide credit or financing along with sources and details thereof	
3(5)(d)(iii)	Latest financial statements of the company	
3(5)(d)(iv)	employment records of engineering and technical staff of the applicant proposed to be employed	
3(5)(d)(v)	Profile of Sub-contractors, if any alongwith expression of interest of such sub contractor	
3(5)(d)(vi)	Verifiable references in respect of the experience of the applicant and its proposed sub-contractors	
3(5)(g)(a)	The type, technology, model, technical details and design of the facilities proposed to be acquired, constructed, developed or installed	
3(5)(h)	Feasibility Report	
3(5)(i)	Prospectus	

Schedule III		
1.	Location maps, site maps, land	
2.	Technology, size of plant, number of units	
3.	Fuel: type, imported/indigenous, supplier, logistics, pipelines etc.	
4.	Emission values	
5.	Cooling water source: tube wells, sea/river/canal, distance from source, etc.	
6.	Interconnection with National Grid Co. distance and name of nearest grid, voltage level (single line diagram)	
7.	Infrastructure: roads, rail, staff colony, amenities	
8.	Project cost, information regarding sources and amounts of equity, debt.	
9.	Project commencement and completion schedule with milestones	
10.	ESSA (Environmental and Social Soundness Assessment)	
11.	Safety plans, emergency plans	
12.	System studies, load flow, short circuit, stability, reliability	
13.	Plant characteristics: generation voltage, power factor, frequency, automatic generation control, ramping rate, control metering and instrumentation	
14.	Control, metering, instrumentation and protection	
15.	Training and development	
16.	Feasibility report.	
17.	Efficiency Parameters	
	(i)	Designed Efficiency of power plant %
	(ii)	Gross Efficiency of power plant at Mean Site Conditions %
	(iii)	Net Efficiency of power plant at Mean Site Conditions %

**Check List for Examination of License Application –
Captive Power Plants {Regulation 3(5)-A}**

Name of Company: _____

Capacity: _____

Regulation #	Information/Documents Required	Information/Documents Submitted
3(1)	Authorization from Board Resolution / Power of Attorney	
3(3)	Application fee (including Indexation)	
3(4)	Three copies of Application	
3(5)-A(i)	Certificate of incorporation (certified by SECP)	
3(5)-A(ii)	Memorandum and articles of association (certified by SECP)	
3(5)-A(iii)	Latest financial statements	
3(5)-A(iv).	Location maps, site maps, land	
3(5)-A(v)	Type of Technology,	
3(5)-A(vi)	No. of Units / Size MW	
3(5)-A(vii)	Year Make/Model, Operation date and expected remaining life.	
3(5)-A(viii)	Installed capacity, de-rated capacity, Aux. Consumption, Net Capacity.	
3(5)-A(ix)	Fuel (oil/gas): type, imported/indigenous, supplier, logistics, pipelines etc. In case of Gas fuel, a Gas Sale Agreement (GSA) signed between applicant and Gas Supplier.	
3(5)-A(x)	Supply Voltage (11kV/132kV). In case of 132 KV voltage distance and name of nearest grid (single line diagram).	
3(5)-A(xi)	Plant characteristics: generation voltage, power factor, frequency, automatic generation control, ramping rate, alternative fuel, time(s) required to synchronize to grid.	
3(5)-A(xii)	Provision of metering, instrumentation protection and control arrangement.	
3(5)-A(xiii)	Efficiency Parameters	
	(i) Designed Efficiency of power plant %	
	(ii) Gross Efficiency of power plant at Mean Site Conditions %	
	(iii) Net Efficiency of power plant at Mean Site Conditions %	

**Check List for Examination of
Distribution Licence Application**

Name of Company: _____

Load: _____

Regulation #	Information/Documents Required	Information/Documents Submitted by the Applicant
3(1)	Authorization from Board Resolution / Power of Attorney	
3(3)	Application fee (including Indexation)	
3(4)	Three copies of Application	
3(5)(a)(i)	Certificate of incorporation	
3(5)(a)(ii)	Memorandum and articles of association	
3(5)(a)(iii)	Annual Return statements or in lieu thereof	
3(5)(b)	Profile of experience of the applicant its management, staff and its members in power sector.	
3(5)(c)	CVs of applicant's Senior Management and Technical professionals	
3(5)(d)(i)	Cash balance & bank certificates	
3(5)(d)(ii)	Expression of interest to provide credit or financing along with sources and details thereof	
3(5)(d)(iii)	Latest financial statements	
3(5)(d)(iv)	Employment records of Engineers & Technical Staff	
3(5)(d)(v)	Profile of Sub-contractors, if any alongwith Expression of Interest (EoI) of such contractor.	
3(5)(d)(vi)	Verifiable references w.r.t. experience of the Applicant and its sub-Contractors	
3(5)(g)(b)(i)	The type, technology, model technical details and design of the facilities proposed to be acquired, constructed, developed or installed	
3(5)(g)(b)(ii)	A territorial map of the service area proposed to be covered	
3(5)(g)(b)(iii)	Particulars in respect of the availability, sources, rates and evidence of commitments from the sources of electric power.	
3(5)(h)	Feasibility Report	

Regulation #	Information/Documents Required	Information/Documents Submitted by the Applicant
3(5)(i)	Prospectus	
Schedule III		
1.	Distribution system configuration, service territory, right of way, feeder maps.	
2.	Voltage levels, regulation	
3.	Type of distribution system	
4.	Line equipment characteristics	
5.	Power quality control	
6.	Back-up/express feeder provision	
7.	Accident protection/prevention procedure	
8.	Maintenance plans and procedures	
9.	Fault location/trouble-shooting procedures	
10.	Emergency provision	
11.	Patrolling and inspection procedure	
12.	Customer service data/manuals	
13.	Billing and collection procedure	
14.	Protection, control and measuring instruments	
15.	Metering and testing facilities	
16.	Communication systems	
17.	Training and development	

**Check List for Examination of Transmission Licence Application –
For New Project (Regulation 3 read with 3(6)(A) of AMPR)**

Name of Company: _____

Capacity: _____

Regulation #	Information/Documents Required	Compliance
3(1)	Authorization from Board Resolution / Power of Attorney	
3(2)	Application fee (including Indexation)	
3(4)	Three copies of Application	
3(5)(a)(i)	Certified Copies of Certificate of incorporation (Certified by SECP)	
3(5)(a)(ii)	Certified Copies of Memorandum and articles of association (Certified by SECP)	
3(5)(a)(iii)	Certified Copies of Last Filed Annual Return of the company (Certified by SECP)	
3(5)(b)	Profile of experience of the applicant its management, staff and its members in power sector.	
3(5)(c)	CVs of applicant's Senior Management and Technical professionals	
3(5)(d)(i)	Cash balance held in reserve alongwith the bank certificates	
3(5)(d)(ii)	Expression of interest to provide credit or financing along with sources and details thereof	
3(5)(d)(iii)	Latest financial statements of the company	
3(5)(d)(iv)	employment records of engineering and technical staff of the applicant proposed to be employed	
3(5)(d)(v)	Profile of Sub-contractors, if any alongwith expression of interest of such sub contractor	
3(5)(d)(vi)	Verifiable references in respect of the experience of the applicant and its proposed sub-contractors	
3(5)(g)(b)(i)	The type, technology, model, technical details and design of the facilities proposed to be acquired, constructed, developed or installed	
3(5)(g)(b)(ii)	A territorial map of the service area proposed to be covered	
3(5)(g)(b)(iii)	Particulars in respect of the availability, sources, rates and evidence of commitments from the sources of electricity power.	
3(5)(h)	Feasibility Report	
3(5)(i)	Prospectus	

Schedule III (Regulation 3(6)(B)(b))

1.	Purpose	
2.	Line Route and territory maps	
3.	Line Lengths, starting point, termination point, year of completion	
4.	System Studies	
5.	ESSA (Environmental and Social Soundness Assessment)	
6.	Structure: type, number / KM	
7.	Line Characteristics	
8.	Conductor, type, current carrying capacity, circuit power transfer	
9.	Insulators	
10.	Shield-wire: number, size	
11.	Compensation employed: series, Shunt, SVC	
12.	Communication system: PLC, fibre optics, microwave	
13.	Grid Station(s) involved: number, existing / new and details of the following:	
	<ul style="list-style-type: none"> • Scope, size, number of transmission circuits, in and out 	
	<ul style="list-style-type: none"> • Type: indoor/outdoor, transformation / switching 	
	<ul style="list-style-type: none"> • Arrangement scheme: breaker and a half, double bus 	
	<ul style="list-style-type: none"> • Basic insulation level: kV 	
	<ul style="list-style-type: none"> • Control and protection system 	
	<ul style="list-style-type: none"> • Specification of equipment: breakers-type, re-closing mechanism, duty cycle etc. isolators, transformers-type, size, cooling system. Tap-changer, and protection 	
	<ul style="list-style-type: none"> • Lightning arresters, shunt reactors, metering and instrumentation 	
	<ul style="list-style-type: none"> • SCADA and communication 	

**Interim Checklist of Required Documentation for Applications for
Grant of Power Supplier Licences**

Name of Company: _____

Load: _____

Serial No.	Information/Documents Required	Information/ Documents Submitted
1.	Certified Copy of Certificate of Incorporation	
2.	Certified Copy of Company Memorandum and Articles of Association	
3.	Certified Copy of the Last Filed Annual Return (in case of an applicant who has submitted the annual return required to be submitted to the registrar of companies pursuant to section 130 of the Companies Act 2017) or Certified Copy of a return comprising of all such information, in as close a form and content as possible, laid down in the third schedule to the Ordinance (in case of an applicant to whom the section 130 of the Companies Act 2017 is not applicable)	
4.	Evidence of the availability of adequate financial and technical resources for the purposes of the power supply business and such evidence may consist of:	
	(i) cash balances held in reserve along with the bank certificates;	
	(ii) expressions of interest to provide credit or financing along with sources and details thereof; and	
	(iii) latest financial statements of the company;	
5.	Reasonably detailed profile of the experience in the energy sector of the company's management staff and employees	
6.	Curriculum vitae of the company's senior management, technical and professional staff	
7.	Details of any charges, encumbrances or liabilities attached to the company or its assets;	
8.	Feasibility study in respect of the project, including technical and financial proposals	
9.	A prospectus	
10.	Proposed Service territory	
11.	Relevant feeder maps	
12.	Type of metering systems	
13.	Metering and testing facilities	
14.	Billing and collection procedures (including provisions for remote metering)	
15.	Ability to access consumer metering systems and other services/equipment	

Serial No.	Information/Documents Required	Information/ Documents Submitted
16.	Emergency provisions and protocols	
17.	Number of consumers and expected load	
18.	Consumer class/category, sub-category on the basis of sanctioned load and voltage level	
19.	Tariff categories for different consumer classes	
20.	Description of demand and consumption pattern on different time periods	
21.	Details of basis of common services for commercial and residential consumers and their allocation thereof	
22.	Customer service manual(s) and data	
23.	Procurement Plan for meeting expected loads, including own generation and other long-term and short-term PPAs	
24.	Training and development procedures and manuals	
25.	12-month projections on expected load, number of consumers and expected sale of units for each consumer category	
26.	5-year Investment Plan indicating schemes/models/framework for undertaking supply of electric power (including frameworks for providing non-discriminatory services and acquisition/sale of assets in relevant service territories)	
27.	Affidavit as to the correctness, authenticity and accuracy of the application, documents and information submitted	
28.	Board resolution(s) of the company authorising the application and its particulars	

I. **Information / documents required under NEPRA (Supply of Electric Power) Regulations, 2015:**

- i. Load of applicant's distribution network for which the Distribution License is being sought.
- ii. Whether the applicant has its own 132 kV Grid Station?
- iii. Evidence of adequate and necessary technical, financial and organizational capabilities to construct, develop, manage and maintain the proposed distribution network.
- iv. Evidence demonstrating applicant's ability to fulfill the requirement of Section 21 the Act, NEPRA Licensing (Distribution) Rules, 1999 and other relevant provision of the applicable law.