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CAPE AGULHAS MUNICIPALITY

TITLE: Procedure for SSEG installations

RESPONSIBILITY: Municipal meter installation technician

LEGAL REFERENCE: NRS 097, SANS 10147 – 1, SANS 10147 - 3

PROCEDURE:

1. A completed application form, as approved by council, must be handed in at the Electricity Services Department.
2. Upon approval by the Electricity Services Department, a permission to commence with installation letter will be issued, it is very important to note that ***no installation may proceed until such a letter is received by the applicant.***
3. Upon completion of the installation a commissioning report must be submitted to the Electricity Services Department signed off by a Professional Engineer.
4. The following documentation should also be submitted:
 - a. Final as built circuit diagram
 - b. Inverter type test certificate
 - c. Electrical installation Certificate of Compliance as per SANS 10142 – 1
 - d. A signed SSEG contract.
5. The site will undergo Municipal inspection where necessary.
6. Once all of the above is in place, the Municipality shall install the approved meter as provided by the installer
7. The Electricity Services Department will then grant approval to connect to the Municipal grid in writing together with any other requirements where necessary.
8. Once this process is completed, the change to the SSEG tariff will be implemented.
9. This whole process needs to be repeated for any expansion or modification to the installation.