

Horizon Energy Distributed Generation ($\leq 10\text{kW}$) Policy



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1 Introduction and Purpose

This policy has been prepared in accordance with the Electricity Industry Participation Code 2010 (the “Regulations”). It sets out the process and requirements for the connection of distributed generation of 10 kilowatts or less to Horizon Energy’s network.

If you have any further questions related to this policy, please contact Horizon Energy on (07) 306 2900 or email distributed.generation@horizonenergy.net.nz.

2 Terms and Definitions

Term	Definition
Controlled Copy	A document which is the current version
Policy	Is a business rule that employees must adhere to

3 Connection Process for Distributed Generation <10kW

3.1 Installation Codes and Standards

In the case of new generation, the installation of the distributed generation must be done by a registered electrician in accordance with plans and specifications that meet the relevant building and electrical codes and standards, including AS/NZS 3000 and AS 4777.

3.2 Application for Connection

You must complete the application form posted on our website for connection of distributed generation with capacity of 10 kilowatts or less. The application form, together with all information and supporting documentation specified in the application form, must be accompanied by:

- (a) The application fee of \$200+GST; and
- (b) A certificate of compliance signed by the registered electrician installing the distributed generation (in the case of new generation) or a registered licensed inspector (in all other cases) verifying that the installation complies with Horizon Energy’s network requirements and connection and operation standards and is electrically safe.

Please forward the completed application form to distributed.generation@horizonenergy.net.nz or send it by post to:

Horizon Energy Distribution Ltd
Level 4
Commerce Plaza
52 Commerce Street
PO Box 281
Whakatane 3158
New Zealand

Horizon Energy will acknowledge receipt of the application within 5 business days of receiving it and will advise you whether the application is complete.

Horizon Energy will advise you of whether the application has been approved or declined within 30 business days after receiving the application. We may request more time to consider your application. You may not unreasonably withhold your consent to our request. You may specify the period of the extension however it cannot be more than 20 business days.

If Horizon Energy declines your application, we tell you why and what steps you can take to ensure a new application is approved. We will also ensure you are aware of the dispute resolution procedure under the Regulations.

If Horizon Energy approves your application, you must provide written notice to Horizon Energy of whether you intend to proceed with the connection and, if so, confirming the details of the generation to be connected. You have 10 business days from the date your application is approved to provide such notice. If you fail to do so within this time, our approval of your application will expire. You may request an extension of the 10 business day period.

3.3 Connection

If Horizon Energy approves your application and you notify us that you wish to proceed, we will negotiate a connection contract with you to cover the technical aspects of the connection of the distributed generation to our network. If an agreement cannot be reached within 30 business days from the date we receive notice that you wish to proceed, the regulated terms as specified in the Regulations will apply together with our Standard Terms and Conditions of Connection. The regulated terms and our Standard Terms and Conditions of Connection are posted on our website. If there is any conflict between our Standard Terms and Conditions of Connection and the regulated terms, the regulated terms prevail.

All other issues (including the billing and payment of charges) will be dealt with under your contract with the Retailer. Horizon Energy will advise the actual load line charge that will be payable in respect of the connection of any load at the distributed generation site to our network. There will be no additional charges for the export to our network of electricity produced by the distributed generation.

3.4 After Connection

You must provide as-built information and drawings to Horizon Energy following connection of the distributed generation to our network.

You are required to carry out regular testing and inspection of your distributed generation. You must notify us at least 5 business days beforehand. We may send qualified personnel to the site to observe the testing and inspection. You must provide Horizon Energy with a written test report after the testing and inspection is complete. The report should include suitable evidence that the metering installation complies with the metering standards in the Regulations.

4 Pricing for Distributed Generation <10kW

For details of our charges please refer to our disclosed pricing methodology:

<http://www.horizonenergy.net.nz/disclosures/pricing-methodology-tariffs/>

5 Useful Links

Electricity Authority Guidelines for connection of DG to a local network

<http://www.ea.govt.nz/operations/distribution/distributed-generation/>

Transpower

<http://www.transpower.co.nz/>

6 Amendment Record

Page No.	Context	Date
All	Formatted and updated to ISO 9001 document	10/4/2015