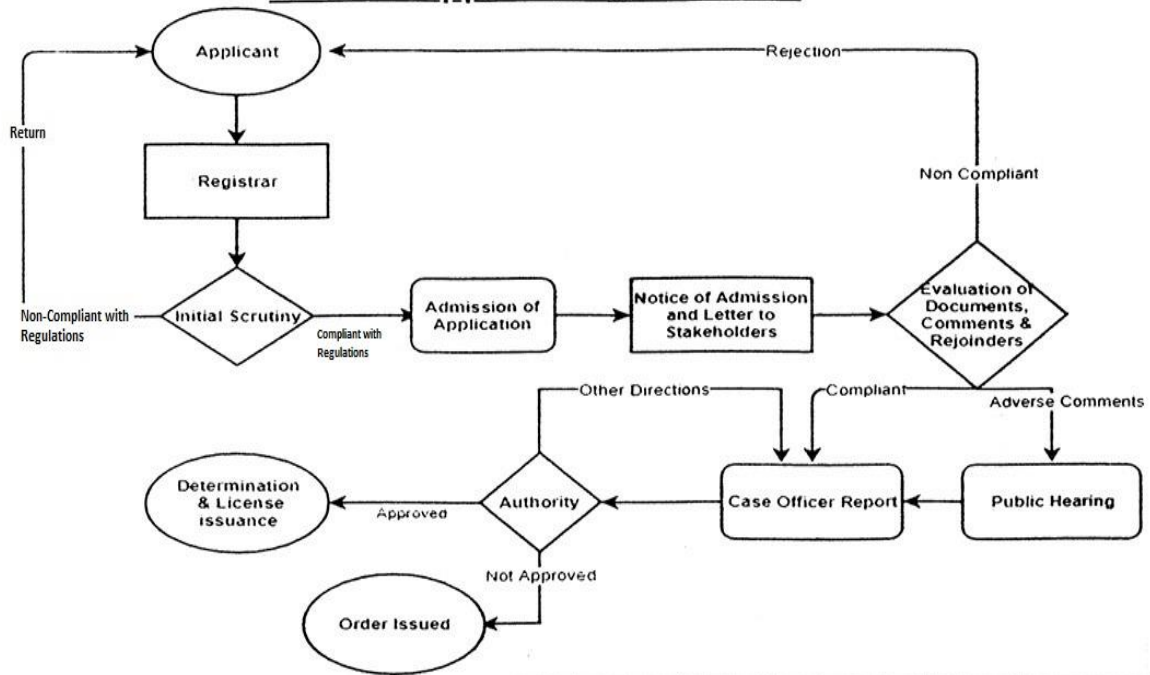


**TIME LINED FOR PROCESSING OF APPLICATION UNDER NEPRA LICENSING
(APPLICATION, MODIFICATION EXTENSION AND CANCELLATION) PROCEDURE
REGULATIONS, 2021**

Sr. No	Action	Timelines	Total Time Lapse (Working Days)
1.	Check Compliance of the Application with requirements of Regulation -3, by Registrar Office[Regulation-6(2)]	Within 15 working days of receipt of application	15
2.	Deficiencies to be fulfilled by the Applicant in case of incomplete application [Regulation-6(3)]	Within 15 working days of notice of Registrar	15+15=30
3.	Requirement Completed- Registration No. Allotted [Regulation-6(6)]		
4.	Advertisement [Regulation-7]	Within 05 days of the Allotment of Registration No.	30+5=35
5.	Comments by Stakeholders [Regulation-7(b)]	Within 15 working days of the advertisement date	35+15=50
6.	Filing rejoinder to the comments of stakeholders, if required[Regulation-8(1)]	Within 15 working days final received comments	50+15=65
7.	Any other information (if required) by the Authority Regulation-8(2)]	Within 05 working days	65+5=70
8.	The matter is placed before the for final consideration	Within 05 working days	70+5=75
9.	Decision by the Authority [Regulation-8(3)+Proviso-2)]	The Authority shall decide the application within <u>28 working 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 28 working days.	75+28=103

Licensing Application Flow Process

License Application Procedure



CHECK LIST FOR EXAMINATION OF LICENCE APPLICATION
FOR NEW HYDEL POWER PROJECT
(Regulation 3 read with 3(4)(A) of AMECPR-2021)

Name of Company: _____

Installed Capacity: _____

Regulation #	Information/Documents Required	Information/ Documents Submitted
3(1)*	Application fee (including Indexation)	
3(3)*	Application submitted in triplicate	
3(4)(a)	applicable documents-in-support and information set out in Schedule III of these regulations;	
3(4)(b)*	a prospectus	
3(4)(c)(i)(a)*	certified copies of certificate of incorporation	
3(4)(c)(i)(b)*	certified copies of memorandum and articles of association	
3(4)(c)(i)(c)*	certified copies of annual reports of the company	
3(4)(c)(ii)*	the last annual return of the Company submitted in compliance of section 130 of the Companies Act or, in case of an applicant to whom section 130 of the Companies Act does not apply, a return comprising of all such information and particulars as required by the specified form under section 130 of the Companies Act, as the case may be;	
3(4)(c)(iii)	the authorised, issued, subscribed and paid up share capital of the applicant	
3(4)(c)(iv)	the shareholding pattern of the applicant including list of shareholders holding 5% or more shares, number of shares held by each of them and percentage shares of the total paid-up capital	
3(4)(d)(i)	evidence of cash balances held in reserve by the applicant, along with bank certificates;	
3(4)(d)(ii)	details of charges or encumbrances attached to the applicant's assets, if any;	
3(4)(d)(iii)	latest audited financial statements of the applicant;	
3(4)(d)(iv)	expressions of interest to provide credit or financing along with sources and details thereof;	
3(4)(d)(v)	documents describing the net worth and the equity and debt ratios of the applicant, as on the date of the audited balance sheet accompanying the application;	
3(4)(d)(vi)*	a reasonably detailed profile of the applicant and the applicant's senior management, technical and professional staff;	

Regulation #	Information/Documents Required	Information/ Documents Submitted
3(4)(d)(vii)	employment records of engineering and technical staff of the applicant proposed to be employed;	
3(4)(d)(vii)	profile of sub-contractors, if any, along with expressions of interest of such sub-contractors;	
3(4)(d)(ix)	verifiable references in respect of the experience of the applicant and its proposed sub-contractors;	
3(e)*	technical and financial proposals in reasonable detail for the operation, maintenance, planning and development of the facility or system in respect of which the license is being sought;	
3(f)*	Feasibility Study	
3(g)*	an affidavit stating whether the applicant has been granted any other license under the Act;	
3(h)*	a duly authorised statement stating whether the applicant has been refused grant of license under the Act and, if so, the particulars of the refused application, including date of making the application and decision on the application;	
3(6)*	Authorization from Board Resolution / Power of Attorney	
3(7)*	An affidavit as to the correctness, authenticity and accuracy of the application,	

Schedule III (Regulation 3(4)(a)(A)(c))

1.	Environmental and Social Soundness Assessment Study/Report	
2.	Interconnection Study	
3.	System Studies (load flow, short circuit, stability, etc.)	
4(i)*	Location (location maps, site map, land)	
4(ii)*	Plant Type (run of the river, storage, wier)	
4(iii)*	Plant characteristics: generation voltage, power factor, frequency, automatic generation control, ramping rate, control metering and instrumentation	
4(iv)*	Head (minimum, maximum)	
4(v)*	Technology (Frances, Pelton, etc.) size of the plant and number of units	
4(vi)*	Tunnel (if proposed): length, diameter	
4(vii)	Resettlement Issues	
4(viii)	Necessary approvals have been sought from the concerned authorities of the Federal Government and Provincial Government	

Regulation #	Information/Documents Required	Information/ Documents Submitted
4 (ix)	Infrastructure Development	
4(x)*	Project Schedule and expected life	
4(xi)*	Peaking/base load	
4(xii)	Training and development	
4(xiii)*	Efficiency Parameters	

CHECK LIST FOR EXAMINATION OF LICENCE APPLICATION
FOR NEW THERMAL POWER PROJECT
(Regulation 3 read with 3(4)(A) of AMECPR-2021)

Name of Company: _____

Installed Capacity: _____

Regulation #	Information/Documents Required	Information/ Documents Submitted
3(1)*	Application fee (including Indexation)	
3(3)*	Application submitted in triplicate	
3(4)(a)	applicable documents-in-support and information set out in Schedule III of these regulations;	
3(4)(b)*	a prospectus	
3(4)(c)(i)(a)*	certified copies of certificate of incorporation	
3(4)(c)(i)(b)*	certified copies of memorandum and articles of association	
3(4)(c)(i)(c)*	certified copies of annual reports of the company	
3(4)(c)(ii)*	the last annual return of the Company submitted in compliance of section 130 of the Companies Act or, in case of an applicant to whom section 130 of the Companies Act does not apply, a return comprising of all such information and particulars as required by the specified form under section 130 of the Companies Act, as the case may be;	
3(4)(c)(iii)	the authorised, issued, subscribed and paid up share capital of the applicant	
3(4)(c)(iv)	the shareholding pattern of the applicant including list of shareholders holding 5% or more shares, number of shares held by each of them and percentage shares of the total paid-up capital	
3(4)(d)(i)	evidence of cash balances held in reserve by the applicant, along with bank certificates;	
3(4)(d)(ii)	details of charges or encumbrances attached to the applicant's assets, if any;	
3(4)(d)(iii)	latest audited financial statements of the applicant;	
3(4)(d)(iv)	expressions of interest to provide credit or financing along with sources and details thereof;	
3(4)(d)(v)	documents describing the net worth and the equity and debt ratios of the applicant, as on the date of the audited balance sheet accompanying the application;	
3(4)(d)(vi)*	a reasonably detailed profile of the applicant and the applicant's senior management, technical and professional staff;	

Regulation #	Information/Documents Required	Information/ Documents Submitted
3(4)(d)(vii)	employment records of engineering and technical staff of the applicant proposed to be employed;	
3(4)(d)(vii)	profile of sub-contractors, if any, along with expressions of interest of such sub-contractors;	
3(4)(d)(ix)	verifiable references in respect of the experience of the applicant and its proposed sub-contractors;	
3(e)*	technical and financial proposals in reasonable detail for the operation, maintenance, planning and development of the facility or system in respect of which the license is being sought;	
3(f)*	Feasibility Study	
3(g)*	an affidavit stating whether the applicant has been granted any other license under the Act;	
3(h)*	a duly authorised statement stating whether the applicant has been refused grant of license under the Act and, if so, the particulars of the refused application, including date of making the application and decision on the application;	
3(6)*	Authorization from Board Resolution / Power of Attorney	
3(7)*	An affidavit as to the correctness, authenticity and accuracy of the application,	
3(8)*	The applicant shall also furnish a bank guarantee equivalent to applicable annual license fee for two year	

Schedule III (Regulation 3(4)(a)(A)(a))

1.	Fuel Supply Agreement	
2.	Interconnection Study	
3.	Environment Impact Assessment Study	
4(i)*	Location (location maps, site map, land)	
4(ii)*	Technology, size of the plant, number of units	
4(iii)*	Fuel: type, imported/indigenous, supplier, logistics, pipelines etc.	
4(iv)*	Emission values	
4(v)*	Cooling water source: tube wells, sea/river/canal, distance from source, etc.	
4(vi)*	Infrastructure: roads, rail, staff colony, amenities	
4(vii)*	Project commencement and completion schedule with milestones	
4(viii)	Safety plans, emergency plans	

Regulation #	Information/Documents Required		Information/ Documents Submitted
4(ix)	Plant characteristics: generation voltage, power factor, frequency, automatic generation control, ramping rate, control metering and instrumentation		
4(x)	Control, metering, instrumentation and protection		
4(xi)	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 LICENCE APPLICATION
FOR RENEWABLE POWER PROJECT
(Regulation 3 read with 3(4)(A) of AMECPR-2021)

Name of Company: _____

Installed Capacity: _____

Regulation #	Information/Documents Required	Information/ Documents Submitted
3(1)*	Application fee (including Indexation)	
3(3)	Application submitted in triplicate	
3(4)(a)	applicable documents-in-support and information set out in Schedule III of these regulations;	
3(4)(b) *	a prospectus	
3(4)(c)(i)(a) *	certified copies of certificate of incorporation	
3(4)(c)(i)(b) *	certified copies of memorandum and articles of association	
3(4)(c)(i)(c) *	certified copies of annual reports of the company	
3(4)(c)(ii) *	the last annual return of the Company submitted in compliance of section 130 of the Companies Act or, in case of an applicant to whom section 130 of the Companies Act does not apply, a return comprising of all such information and particulars as required by the specified form under section 130 of the Companies Act, as the case may be;	
3(4)(c)(iii)	the authorised, issued, subscribed and paid up share capital of the applicant	
3(4)(c)(iv)	the shareholding pattern of the applicant including list of shareholders holding 5% or more shares, number of shares held by each of them and percentage shares of the total paid-up capital	
3(4)(d)(i)	evidence of cash balances held in reserve by the applicant, along with bank certificates;	
3(4)(d)(ii)	details of charges or encumbrances attached to the applicant's assets, if any;	
3(4)(d)(iii)	latest audited financial statements of the applicant;	
3(4)(d)(iv)	expressions of interest to provide credit or financing along with sources and details thereof;	
3(4)(d)(v)	documents describing the net worth and the equity and debt ratios of the applicant, as on the date of the audited balance sheet accompanying the application;	

Regulation #	Information/Documents Required	Information/ Documents Submitted
3(4)(d)(vi) *	a reasonably detailed profile of the applicant and the applicant's senior management, technical and professional staff;	
3(4)(d)(vii)	employment records of engineering and technical staff of the applicant proposed to be employed;	
3(4)(d)(vii)	profile of sub-contractors, if any, along with expressions of interest of such sub-contractors;	
3(4)(d)(ix)	verifiable references in respect of the experience of the applicant and its proposed sub-contractors;	
3(e) *	technical and financial proposals in reasonable detail for the operation, maintenance, planning and development of the facility or system in respect of which the license is being sought;	
3(f) *	Feasibility Study	
3(g) *	an affidavit stating whether the applicant has been granted any other license under the Act;	
3(h) *	a duly authorised statement stating whether the applicant has been refused grant of license under the Act and, if so, the particulars of the refused application, including date of making the application and decision on the application;	
3(6) *	Authorization from Board Resolution / Power of Attorney	
3(7) *	An affidavit as to the correctness, authenticity and accuracy of the application,	
Schedule III (Regulation 3(4)(a)(A)(e))		
1.	Interconnection Study	
2.	Environment Impact Assessment Study	
3	Information relating to:	
3(i) *	Location (location maps, site map, land)	
3(ii) *	Technology, size of the plant, number of units	
3(iii) *	Water source at site for maintenance	
3(iv) *	Infrastructure: roads, rail, staff colony, amenities	
3(v) *	Project commencement and completion schedule with milestones	
3(vi)	Safety plans, emergency plans	
3(vii) *	Plant characteristics (generation voltage, frequency etc.)	

Regulation #	Information/Documents Required	Information/ Documents Submitted
3(viii)	Control, metering, instrumentation and protection	
3(ix) *	Estimated Capacity Factor at site	
3(x)	Degradation Factors	

CHECK LIST FOR EXAMINATION OF LICENCE APPLICATION
FOR CAPTIVE POWER PLANTS
(Regulation 3 read with 3(4)(A) of AMECPR-2021)

Name of Company: _____

Installed Capacity: _____

Regulation #	Information/Documents Required	Information/ Documents Submitted
3(1)*	Application fee (including Indexation)	
3(3)	Application submitted in triplicate	
3(4)(a)	applicable documents-in-support and information set out in Schedule III of these regulations;	
3(4)(b) *	a prospectus	
3(4)(c)(i)(a) *	certified copies of certificate of incorporation	
3(4)(c)(i)(b) *	certified copies of memorandum and articles of association	
3(4)(c)(i)(c) *	certified copies of annual reports of the company	
3(4)(c)(ii) *	the last annual return of the Company submitted in compliance of section 130 of the Companies Act or, in case of an applicant to whom section 130 of the Companies Act does not apply, a return comprising of all such information and particulars as required by the specified form under section 130 of the Companies Act, as the case may be;	
3(4)(c)(iii)	the authorised, issued, subscribed and paid up share capital of the applicant	
3(4)(c)(iv)	the shareholding pattern of the applicant including list of shareholders holding 5% or more shares, number of shares held by each of them and percentage shares of the total paid-up capital	
3(4)(d)(i)	evidence of cash balances held in reserve by the applicant, along with bank certificates;	
3(4)(d)(ii)	details of charges or encumbrances attached to the applicant's assets, if any;	
3(4)(d)(iii)	latest audited financial statements of the applicant;	
3(4)(d)(iv)	expressions of interest to provide credit or financing along with sources and details thereof;	
3(4)(d)(v)	documents describing the net worth and the equity and debt ratios of the applicant, as on the date of the audited balance sheet accompanying the application;	
3(4)(d)(vi) *	a reasonably detailed profile of the applicant and the applicant's senior management, technical and professional staff;	

Regulation #	Information/Documents Required	Information/ Documents Submitted
3(4)(d)(vii)	employment records of engineering and technical staff of the applicant proposed to be employed;	
3(4)(d)(vii)	profile of sub-contractors, if any, along with expressions of interest of such sub-contractors;	
3(4)(d)(ix)	verifiable references in respect of the experience of the applicant and its proposed sub-contractors;	
3(e) *	technical and financial proposals in reasonable detail for the operation, maintenance, planning and development of the facility or system in respect of which the license is being sought;	
3(g) *	an affidavit stating whether the applicant has been granted any other license under the Act;	
3(h) *	a duly authorised statement stating whether the applicant has been refused grant of license under the Act and, if so, the particulars of the refused application, including date of making the application and decision on the application;	
3(6) *	Authorization from Board Resolution / Power of Attorney	
3(7) *	An affidavit as to the correctness, authenticity and accuracy of the application,	

Schedule III (Regulation 3(4)(a)(A)(f))

1.*	Certificate of Incorporation	
2.*	Memorandum of Articles of Association of applicant	
3.	Latest Financial Statement of the applicant	
4.*	Location (Location Map, site map)	
5.*	Type of Technology	
6.*	Number of units (No.)/Size (MW)	
7.	Contracted Capacity	
8.*	Year, make/model, operation date and expected remaining life	
9.*	Installed capacity, de-rated capacity, auxiliary consumption, net capacity	
10.	Fuel type (Oil/Gas) imported/indigenous, supplier, logistics, pipeline etc. In case of gas fuel, a Gas Sale Agreement signed between the applicant and gas supplier	

Regulation #	Information/Documents Required	Information/ Documents Submitted
11.	Supply voltage (11 KV/132 KV), in case of 132 KV voltage distance and name of nearest grid (Single line diagram)	
12.	Plant Characteristics: generation voltage, frequency, power factor, automatic generation control, ramping rate, alternative fuel, time(s) required to synchronize to grid	
13.	Provision of metering, instrumentation, protection and control arrangement	

CHECK LIST FOR EXAMINATION OF LICENCE APPLICATION
FOR EXISTING THERMAL POWER PROJECT
(Regulation 3 read with 3(4)(A) of AMECPR-2021)

Name of Company: _____

Installed Capacity: _____

Regulation #	Information/Documents Required	Information/ Documents Submitted
3(1)*	Application fee (including Indexation)	
3(3)	Application submitted in triplicate	
3(4)(a)	applicable documents-in-support and information set out in Schedule III of these regulations;	
3(4)(b) *	a prospectus	
3(4)(c)(i)(a) *	certified copies of certificate of incorporation	
3(4)(c)(i)(b) *	certified copies of memorandum and articles of association	
3(4)(c)(i)(c) *	certified copies of annual reports of the company	
3(4)(c)(ii) *	the last annual return of the Company submitted in compliance of section 130 of the Companies Act or, in case of an applicant to whom section 130 of the Companies Act does not apply, a return comprising of all such information and particulars as required by the specified form under section 130 of the Companies Act, as the case may be;	
3(4)(c)(iii)	the authorised, issued, subscribed and paid up share capital of the applicant	
3(4)(c)(iv)	the shareholding pattern of the applicant including list of shareholders holding 5% or more shares, number of shares held by each of them and percentage shares of the total paid-up capital	
3(4)(d)(i)	evidence of cash balances held in reserve by the applicant, along with bank certificates;	
3(4)(d)(ii)	details of charges or encumbrances attached to the applicant's assets, if any;	
3(4)(d)(iii)	latest audited financial statements of the applicant;	
3(4)(d)(iv)	expressions of interest to provide credit or financing along with sources and details thereof;	
3(4)(d)(v)	documents describing the net worth and the equity and debt ratios of the applicant, as on the date of the audited balance sheet accompanying the application;	
3(4)(d)(vi) *	a reasonably detailed profile of the applicant and the applicant's senior management, technical and professional staff;	

Regulation #	Information/Documents Required	Information/ Documents Submitted
3(4)(d)(vii)	employment records of engineering and technical staff of the applicant proposed to be employed;	
3(4)(d)(vii)	profile of sub-contractors, if any, along with expressions of interest of such sub-contractors;	
3(4)(d)(ix)	verifiable references in respect of the experience of the applicant and its proposed sub-contractors;	
3(e) *	technical and financial proposals in reasonable detail for the operation, maintenance, planning and development of the facility or system in respect of which the license is being sought;	
3(g) *	an affidavit stating whether the applicant has been granted any other license under the Act;	
3(h) *	a duly authorised statement stating whether the applicant has been refused grant of license under the Act and, if so, the particulars of the refused application, including date of making the application and decision on the application;	
3(6) *	Authorization from Board Resolution / Power of Attorney	
3(7) *	An affidavit as to the correctness, authenticity and accuracy of the application,	

Schedule III (Regulation 3(4)(a)(A)(b))

1.*	Fuel Supply Agreement	
2.	Due Diligence Report	
3.	Operational Records (including environmental monitoring data and dispatch constraints) for the last five years	
4(i)*	Location (location maps, site map, land)	
4(ii)*	Technology, size of the plant, number of units	
4(iii)*	Fuel: type, imported/indigenous, supplier, logistics, pipelines etc.	
4(iv)	Emission values	
4(v)*	Cooling water source: tube wells, sea/river/canal, distance from source, etc.	
4(vi)	Interconnection with national grid company (distance and name of nearest grid, voltage level (single line diagram))	
4(vii)*	Installed capacity, derated capacity, expected remaining life	
4(viii)	Past and future rehabilitation plans and programmes	

Regulation #	Information/Documents Required		Information/ Documents Submitted
4(ix)	Project cost, information regarding sources and amounts of equity and debt		
4(x)	Plant characteristics (generation voltage, frequency, power factor, automatic generation control, ramping rate, alternative fuel, auxiliary consumption, time(s) required to synchronize to grid)		
4(xi)	Training and Development		
4(xii)*	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 LICENCE APPLICATION
FOR ELECTRIC POWER SUPPLY
(Regulation 3 read with 3(4)(a) of AMECPR-2021)

Name of Company: _____

Regulation #	Information/Documents Required	Information/ Documents Submitted
3(1)*	Application fee (including Indexation)	
3(3) *	Application submitted in triplicate	
3(4)(a)	applicable documents-in-support and information set out in Schedule III of these regulations;	
3(4)(b) *	a prospectus	
3(4)(c)(i)(a) *	certified copies of certificate of incorporation	
3(4)(c)(i)(b) *	certified copies of memorandum and articles of association	
3(4)(c)(i)(c) *	certified copies of annual reports of the company	
3(4)(c)(ii) *	the last annual return of the Company submitted in compliance of section 130 of the Companies Act or, in case of an applicant to whom section 130 of the Companies Act does not apply, a return comprising of all such information and particulars as required by the specified form under section 130 of the Companies Act, as the case may be;	
3(4)(c)(iii)	the authorised, issued, subscribed and paid up share capital of the applicant	
3(4)(c)(iv)	the shareholding pattern of the applicant including list of shareholders holding 5% or more shares, number of shares held by each of them and percentage shares of the total paid-up capital	
3(4)(d)(i)	evidence of cash balances held in reserve by the applicant, along with bank certificates;	
3(4)(d)(ii)	details of charges or encumbrances attached to the applicant's assets, if any;	
3(4)(d)(iii)	latest audited financial statements of the applicant;	
3(4)(d)(iv)	expressions of interest to provide credit or financing along with sources and details thereof;	
3(4)(d)(v)	documents describing the net worth and the equity and debt ratios of the applicant, as on the date of the audited balance sheet accompanying the application;	
3(4)(d)(vi) *	a reasonably detailed profile of the applicant and the applicant's senior management, technical and professional staff;	

Regulation #	Information/Documents Required	Information/ Documents Submitted
3(4)(d)(vii)	employment records of engineering and technical staff of the applicant proposed to be employed;	
3(4)(d)(vii)	profile of sub-contractors, if any, along with expressions of interest of such sub-contractors;	
3(4)(d)(ix)	verifiable references in respect of the experience of the applicant and its proposed sub-contractors;	
3(e) *	technical and financial proposals in reasonable detail for the operation, maintenance, planning and development of the facility or system in respect of which the license is being sought;	
3(f) *	Feasibility Study	
3(g) *	an affidavit stating whether the applicant has been granted any other license under the Act;	
3(h) *	a duly authorised statement stating whether the applicant has been refused grant of license under the Act and, if so, the particulars of the refused application, including date of making the application and decision on the application;	
3(6) *	Authorization from Board Resolution / Power of Attorney	
3(7) *	An affidavit as to the correctness, authenticity and accuracy of the application,	
Schedule III (Regulation 3(4)(a)(D))		
1.*	Relevant feeder maps Number of consumers and expected load	
2.*	Consumer class/category, sub-category on the basis of sanctioned load and voltage level	
3.	Tariff categories of consumer classes to be served	
4.*	Demand and consumption pattern on different time periods	
5.*	Procurement Plan for meeting expected loads (including own generation and/or long-term and short-term PPAs, as the case may be)	
6.*	12-month projections on expected load, number of consumers and expected sale of units for each consumer category	
7.	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)	
8.	Training and development procedures and manuals	
9.	Consumer Service Manual	
10.	Information relating to:	

Regulation #	Information/Documents Required	Information/ Documents Submitted
i. *	Proposed service territory	
ii. *	Billing and collection procedures (including provisions for remote metering)	
iii. *	Ability to access consumer metering systems and other services/equipment	
iv. *	Emergency provisions and protocols	
v.	Basis of common services for commercial and residential consumers and their allocation thereof	

CHECK LIST FOR EXAMINATION OF LICENCE APPLICATION
FOR ELIGIBILITY CRITERIA (ELECTRIC POWER SUPPLY LICENCES) RULES-2023
(RULE 3 & 6 OF ELIGIBILITY CRITERIA RULES 2023)

Name of Company: _____

Rule	Information/Documents Required	Information / Documents Submitted
3 (a)	Certificate of Incorporation with SECP	
Proviso	Provided that the applicant proposing to supply electric power only to bulk power consumers in the Competitive Trading Bilateral Contract Market (CTBCM), other than supplier of last resort, shall be registered with the SECP exclusively for the electric power supply business:	
Proviso	Provided further that a generation company as an applicant for the supply licence shall be registered with the SECP exclusively for its generation as well as supply of electric power business and in such case shall maintain separate accounts for its each business.	
3 (b)	Minimum Solvency Requirement (Provided in Schedule-I)	
3 (c)	Strategic Business Plan for the three years duly certified by CEO or CFO or Company Secretary, demonstrating its capability to undertake electric power supply business	
3 (d)	Minimum Human Resource Requirement as provided in Schedule-II to meet all of its service-level commitments	
3 (e)	An affidavit by authorized officer to fulfill the obligations imposed on it under the National Electric Policy and National Electricity Plan made under Section 14A of the Act.	
3 (f)	Ability to ensure prompt and effective coordination with the system operation, market operator and relevant distribution licensees to comply with the provisions of grid code, distribution code, commercial code and other relevant legal instruments as applicable	
3 (g)	Ability to discharged following public service obligations:	
	A. Quality of electric power supply service by:	
	i. Having automated systems of software tools for billing and collection	
	ii. Having information exchange system for communication and transaction with the system operation, market operator and relevant distribution licensees, and other relevant entities	
	iii. Complying with the performance standards and any codes specified by the Authority for provision of electric power services, particularly, effective and timely billing and collection of charges, customer support services and resolution of consumer complaints	
	iv. Ensuring timely dissemination of reporting requirements	
	v. Maintaining the complete and accurate records and data in respect of all aspects of electric power supply business. All such records and data shall, unless provided	

Rule	Information/Documents Required	Information / Documents Submitted
	otherwise under the law, be maintained for a period of five years after the creation of such record or data;	
	B. Transparency of transaction by:	
	i. Ensuring compliance with the accounting standards and uniform system of accounts as specified by the Authority and in addition to that ensure compliance with international financial reporting standards (IFRS) as applicable in Pakistan	
	ii. Sharing the necessary information and data through website or portal as required by any legal instrument	
	iii. Reporting all the information required by the Authority for the purpose of monitoring	
	C. Collection and deposit of following charges, as may be determined by the Authority, in a timely manner, including but not limited to:	
	i. Transmission use of system charges	
	ii. Distribution use of system charges	
	iii. Market and system operator fee	
	iv. Any other charges as provided in Rule 5 of Rules	
	D. Collection and deposit of any and all surcharges as may be imposed by the Federal Government and applicable taxes in a timely and effective manner	
6 (1)	At the time of submission of an application, the applicant shall submit a sworn and verified affidavit to the Authority that it fulfills all the requirements of these rules for grant of the licence.	

CHECK LIST FOR EXAMINATION OF LICENCE APPLICATION
FOR ELIGIBILITY CRITERIA (ELECTRIC POWER SUPPLY LICENCES) RULES-2023
(RULE 3 & 6 OF ELIGIBILITY CRITERIA RULES 2023)
SUPPLIER OF LAST RESORT

Name of Company: _____

Rule	Information/Documents Required	Information / Documents Submitted
3 (a)	Certificate of Incorporation with SECP	
Proviso	Provided that the applicant proposing to supply electric power only to bulk power consumers in the Competitive Trading Bilateral Contract Market (CTBCM), other than supplier of last resort, shall be registered with the SECP exclusively for the electric power supply business:	
Proviso	Provided further that a generation company as an applicant for the supply licence shall be registered with the SECP exclusively for its generation as well as supply of electric power business and in such case shall maintain separate accounts for its each business.	
3 (b)	Minimum Solvency Requirement (Provided in Schedule-I)	
3 (c)	Strategic Business Plan for the three years duly certified by CEO or CFO or Company Secretary, demonstrating its capability to undertake electric power supply business	
3 (d)	Minimum Human Resource Requirement as provided in Schedule-II to meet all of its service-level commitments	
3 (e)	An affidavit by authorized officer to fulfill the obligations imposed on it under the National Electric Policy and National Electricity Plan made under Section 14A of the Act.	
3 (f)	Ability to ensure prompt and effective coordination with the system operation, market operator and relevant distribution licensees to comply with the provisions of grid code, distribution code, commercial code and other relevant legal instruments as applicable	
3 (g)	Ability to discharged following public service obligations:	
	A. Quality of electric power supply service by:	
	i. Having automated systems of software tools for billing and collection	
	ii. Having information exchange system for communication and transaction with the system operation, market operator and relevant distribution licensees, and other relevant entities	
	iii. Complying with the performance standards and any codes specified by the Authority for provision of electric power services, particularly, effective and timely billing and collection of charges, customer support services and resolution of consumer complaints	
	iv. Ensuring timely dissemination of reporting requirements	
	v. Maintaining the complete and accurate records and data in respect of all aspects of electric power supply business. All such records and data shall, unless provided	

Rule	Information/Documents Required		Information / Documents Submitted
		otherwise under the law, be maintained for a period of five years after the creation of such record or data;	
	B.	Transparency of transaction by:	
	i.	Ensuring compliance with the accounting standards and uniform system of accounts as specified by the Authority and in addition to that ensure compliance with international financial reporting standards (IFRS) as applicable in Pakistan	
	ii.	Sharing the necessary information and data through website or portal as required by any legal instrument	
	iii.	Reporting all the information required by the Authority for the purpose of monitoring	
	C.	Collection and deposit of following charges, as may be determined by the Authority, in a timely manner, including but not limited to:	
	i.	Transmission use of system charges	
	ii.	Distribution use of system charges	
	iii.	Market and system operator fee	
	iv.	Any other charges as provided in Rule 5 of Rules	
	D.	Collection and deposit of any and all surcharges as may be imposed by the Federal Government and applicable taxes in a timely and effective manner	
4 (1)	<u>Provisions with respect to the Supplier of Last Resort</u>		
	(a)	demonstrate capability to carry out detailed schemes and programs for supplying electric power to all consumers pursuant to the regulations specified by the Authority	
	(b)	have a budget developed, demonstrating its financial requirements to ensure that it has adequate financial resources available to engage in electric power supply in an effective and efficient manner	
	(c)	have the ability to provide electric power supply to the bulk power consumers of other electric power supplier who defaults on its obligations of electric power supply:	
	Proviso	the applicant shall only provide this service to the bulk power consumers located in its service territory as defined in its distribution licence	
	(d)	have the ability to ensure timely publication of the Authority's approved rates, charges and other terms and conditions on its website	
4(3)	Distribution and Supplier Licence neither such nor affiliate or associated company shall be eligible to obtain any other supply licence or electric power trader licence.		
6 (1)	At the time of submission of an application, the applicant shall submit a sworn and verified affidavit to the Authority that it fulfills all the requirements of these rules for grant of the licence.		

CHECK LIST FOR EXAMINATION OF LICENCE APPLICATION
FOR NEW DISTRIBUTION FACILITY
(Regulation 3 read with 3(4)(A) of AMECPR-2021)

Name of Company: _____

Load: _____

Regulation #	Information/Documents Required	Information/ Documents Submitted
3(1)*	Application fee (including Indexation)	
3(3) *	Application submitted in triplicate	
3(4)(a)	applicable documents-in-support and information set out in Schedule III of these regulations;	
3(4)(b) *	a prospectus	
3(4)(c)(i)(a) *	certified copies of certificate of incorporation	
3(4)(c)(i)(b) *	certified copies of memorandum and articles of association	
3(4)(c)(i)(c) *	certified copies of annual reports of the company	
3(4)(c)(ii) *	the last annual return of the Company submitted in compliance of section 130 of the Companies Act or, in case of an applicant to whom section 130 of the Companies Act does not apply, a return comprising of all such information and particulars as required by the specified form under section 130 of the Companies Act, as the case may be;	
3(4)(c)(iii)	the authorised, issued, subscribed and paid up share capital of the applicant	
3(4)(c)(iv)	the shareholding pattern of the applicant including list of shareholders holding 5% or more shares, number of shares held by each of them and percentage shares of the total paid-up capital	
3(4)(d)(i)	evidence of cash balances held in reserve by the applicant, along with bank certificates;	
3(4)(d)(ii)	details of charges or encumbrances attached to the applicant's assets, if any;	
3(4)(d)(iii)	latest audited financial statements of the applicant;	
3(4)(d)(iv)	expressions of interest to provide credit or financing along with sources and details thereof;	
3(4)(d)(v)	documents describing the net worth and the equity and debt ratios of the applicant, as on the date of the audited balance sheet accompanying the application;	
3(4)(d)(vi) *	a reasonably detailed profile of the applicant and the applicant's senior management, technical and professional staff;	

Regulation #	Information/Documents Required	Information/ Documents Submitted
3(4)(d)(vii)	employment records of engineering and technical staff of the applicant proposed to be employed;	
3(4)(d)(vii)	profile of sub-contractors, if any, along with expressions of interest of such sub-contractors;	
3(4)(d)(ix)	verifiable references in respect of the experience of the applicant and its proposed sub-contractors;	
3(e) *	technical and financial proposals in reasonable detail for the operation, maintenance, planning and development of the facility or system in respect of which the license is being sought;	
3(f) *	Feasibility Study	
3(g) *	an affidavit stating whether the applicant has been granted any other license under the Act;	
3(h) *	a duly authorised statement stating whether the applicant has been refused grant of license under the Act and, if so, the particulars of the refused application, including date of making the application and decision on the application;	
3(6) *	Authorization from Board Resolution / Power of Attorney	
3(7) *	An affidavit as to the correctness, authenticity and accuracy of the application,	
Schedule III (Regulation 3(4)(a)(C))		
1.	Environmental and Social Soundness Assessment (ESSA) study/report	
2.	System Studies	
3.	Patrolling and inspection procedures	
4.	Maintenance plans and procedures	
5.	Fault location/trouble-shooting procedures	
6.	Training and development procedures and manuals	
7. *	Information and documents in support of distribution expansion and investment	
8.	Information relating to:	
i. *	Distribution system configuration	
ii. *	Service territory, right of way and feeder maps	
iii. *	Voltage levels and regulation	
iv. *	Type of distribution system	
v.	Line equipment characteristics	

Regulation #	Information/Documents Required		Information/ Documents Submitted
	vi.	Power quality control	
	vii. *	Back-up/express feeder provision	
	viii.	Accident protection and prevention procedures	
	ix.	Emergency provisions	
	x.	Protection, control and measuring instruments	
	xi.	Type of metering system to be used	
	xii.	Metering installation and testing facilities	
	xiii.	Communication systems	

CHECK LIST FOR EXAMINATION OF LICENCE APPLICATION
FOR EXISTING TRANSMISSION FACILITY
(Regulation 3 read with 3(4)(a) of AMECPR-2021)

Name of Company: _____

Regulation #	Information/Documents Required	Information/ Documents Submitted
3(1)*	Application fee (including Indexation)	
3(3) *	Application submitted in triplicate	
3(4)(a)	applicable documents-in-support and information set out in Schedule III of these regulations;	
3(4)(b) *	a prospectus	
3(4)(c)(i)(a) *	certified copies of certificate of incorporation	
3(4)(c)(i)(b) *	certified copies of memorandum and articles of association	
3(4)(c)(i)(c) *	certified copies of annual reports of the company	
3(4)(c)(ii) *	the last annual return of the Company submitted in compliance of section 130 of the Companies Act or, in case of an applicant to whom section 130 of the Companies Act does not apply, a return comprising of all such information and particulars as required by the specified form under section 130 of the Companies Act, as the case may be;	
3(4)(c)(iii)	the authorised, issued, subscribed and paid up share capital of the applicant	
3(4)(c)(iv)	the shareholding pattern of the applicant including list of shareholders holding 5% or more shares, number of shares held by each of them and percentage shares of the total paid-up capital	
3(4)(d)(i)	evidence of cash balances held in reserve by the applicant, along with bank certificates;	
3(4)(d)(ii)	details of charges or encumbrances attached to the applicant's assets, if any;	
3(4)(d)(iii)	latest audited financial statements of the applicant;	
3(4)(d)(iv)	expressions of interest to provide credit or financing along with sources and details thereof;	
3(4)(d)(v)	documents describing the net worth and the equity and debt ratios of the applicant, as on the date of the audited balance sheet accompanying the application;	
3(4)(d)(vi) *	a reasonably detailed profile of the applicant and the applicant's senior management, technical and professional staff;	
3(4)(d)(vii)	employment records of engineering and technical staff of the applicant proposed to be employed;	
3(4)(d)(viii)	profile of sub-contractors, if any, along with expressions of interest of such sub-contractors;	
3(4)(d)(ix)	verifiable references in respect of the experience of the applicant and its proposed sub-contractors;	

3(e) *	technical and financial proposals in reasonable detail for the operation, maintenance, planning and development of the facility or system in respect of which the license is being sought;	
3(g) *	an affidavit stating whether the applicant has been granted any other license under the Act;	
3(h) *	a duly authorised statement stating whether the applicant has been refused grant of license under the Act and, if so, the particulars of the refused application, including date of making the application and decision on the application;	
3(6) *	Authorization from Board Resolution / Power of Attorney	
3(7) *	An affidavit as to the correctness, authenticity and accuracy of the application,	
3(8) *	The applicant shall also furnish a bank guarantee equivalent to applicable annual license fee for two year	

Schedule III (Regulation 3(4)(a)(B)(a))

1.	Due Diligence Report	
2.*	Territory Maps	
3.	Dispatch procedures and software and hardware information	
4.	Training and development procedure and manuals	
5.	*Information Pertaining to:	
i.*	Network Configuration	
ii.*	Voltage levels	
iii.*	Specification of equipment (breakers-type, re-closing mechanism, duty cycle etc. isolators, transformers-type, size, cooling system, tap-changer, and protection)	
iv.	Central and regional dispatch facilities, connection facilities	
v.*	Interface nodes with generation entities	
vi.*	Interface nodes with distribution entities	
vii.	Emergency provisions and blackout restoration procedures	
viii.	Safety provisions	
ix.	Operation record and operational constraints	

CHECK LIST FOR EXAMINATION OF LICENCE APPLICATION
FOR SPECIAL PURPOSE TRANSMISSION LINE
(Regulation 3 read with 3(4)(a) of AMECPR-2021)

Name of Company: _____

Capacity: _____

Regulation #	Information/Documents Required	Information/ Documents Submitted
3(1)*	Application fee (including Indexation)	
3(3) *	Application submitted in triplicate	
3(4)(a)	applicable documents-in-support and information set out in Schedule III of these regulations;	
3(4)(b) *	a prospectus	
3(4)(c)(i)(a) *	certified copies of certificate of incorporation	
3(4)(c)(i)(b) *	certified copies of memorandum and articles of association	
3(4)(c)(i)(c) *	certified copies of annual reports of the company	
3(4)(c)(ii) *	the last annual return of the Company submitted in compliance of section 130 of the Companies Act or, in case of an applicant to whom section 130 of the Companies Act does not apply, a return comprising of all such information and particulars as required by the specified form under section 130 of the Companies Act, as the case may be;	
3(4)(c)(iii)	the authorised, issued, subscribed and paid up share capital of the applicant	
3(4)(c)(iv)	the shareholding pattern of the applicant including list of shareholders holding 5% or more shares, number of shares held by each of them and percentage shares of the total paid-up capital	
3(4)(d)(i)	evidence of cash balances held in reserve by the applicant, along with bank certificates;	
3(4)(d)(ii)	details of charges or encumbrances attached to the applicant's assets, if any;	
3(4)(d)(iii)	latest audited financial statements of the applicant;	
3(4)(d)(iv)	expressions of interest to provide credit or financing along with sources and details thereof;	
3(4)(d)(v)	documents describing the net worth and the equity and debt ratios of the applicant, as on the date of the audited balance sheet accompanying the application;	
3(4)(d)(vi) *	a reasonably detailed profile of the applicant and the applicant's senior management, technical and professional staff;	
3(4)(d)(vii)	employment records of engineering and technical staff of the applicant proposed to be employed;	
3(4)(d)(viii)	profile of sub-contractors, if any, along with expressions of interest of such sub-contractors;	
3(4)(d)(ix)	verifiable references in respect of the experience of the applicant and its proposed sub-contractors;	

3(e) *	technical and financial proposals in reasonable detail for the operation, maintenance, planning and development of the facility or system in respect of which the license is being sought;			
3(f) *	Feasibility Study			
3(g) *	an affidavit stating whether the applicant has been granted any other license under the Act;			
3(h) *	a duly authorised statement stating whether the applicant has been refused grant of license under the Act and, if so, the particulars of the refused application, including date of making the application and decision on the application;			
3(6) *	Authorization from Board Resolution / Power of Attorney			
3(7) *	An affidavit as to the correctness, authenticity and accuracy of the application,			
Schedule III (Regulation 3(4)(a)(B)(d))				
1.*	Line Route and territory Map			
2.	System Studies			
3.	Environmental and Social Soundness Assessment (ESS) Study/ Report			
4.*	Information Pertaining to			
	i.*	Purpose		
	ii.*	Line lengths, starting point, termination point, year of completion		
	iii.*	Structure (type, number/km)		
	iv.*	Line characteristics		
	v.*	Insulators		
	vi.*	Shield-wire (number, size)		
	vii.	Compensation system (series, Shunt, SVC)		
	viii.	Communication systems (PLC, fibre optics, microwave		
	ix.*	Conductor, type, current carrying capacity, circuit power transfer		
	x.*	Grid Stations(s) involved: number, existing/new and details of the following:		
		I*	Scope, size, number of transmission circuits, in and out	
		II.	Type: Indoor/Outdoor, transformation/switching	
		III.	Arrangement scheme: breaker and a half, double bus	
		IV.*	Basic Insulation level: kV	
		V.	Control and protection system	
		VI.	Specification of equipment (breakers-type, re-closing mechanism, duty cycle etc. isolators, transformers-type, size, cooling system, tap-changer, and protection	
		VII.	Lightening arresters, shunt reactors, metering and instrumentation	
		VIII.	SCADA and communication	
		IX.	Information relating to metering, installation and testing facilities	

CHECK LIST FOR EXAMINATION OF LICENCE APPLICATION
FOR NEW TRANSMISSION FACILITY
(Regulation 3 read with 3(4)(a) of AMECPR-2021)

Name of Company: _____

Capacity: _____

Regulation #	Information/Documents Required	Information/ Documents Submitted
3(1)*	Application fee (including Indexation)	
3(3) *	Application submitted in triplicate	
3(4)(a)	applicable documents-in-support and information set out in Schedule III of these regulations;	
3(4)(b) *	a prospectus	
3(4)(c)(i)(a) *	certified copies of certificate of incorporation	
3(4)(c)(i)(b) *	certified copies of memorandum and articles of association	
3(4)(c)(i)(c) *	certified copies of annual reports of the company	
3(4)(c)(ii) *	the last annual return of the Company submitted in compliance of section 130 of the Companies Act or, in case of an applicant to whom section 130 of the Companies Act does not apply, a return comprising of all such information and particulars as required by the specified form under section 130 of the Companies Act, as the case may be;	
3(4)(c)(iii)	the authorised, issued, subscribed and paid up share capital of the applicant	
3(4)(c)(iv)	the shareholding pattern of the applicant including list of shareholders holding 5% or more shares, number of shares held by each of them and percentage shares of the total paid-up capital	
3(4)(d)(i)	evidence of cash balances held in reserve by the applicant, along with bank certificates;	
3(4)(d)(ii)	details of charges or encumbrances attached to the applicant's assets, if any;	
3(4)(d)(iii)	latest audited financial statements of the applicant;	
3(4)(d)(iv)	expressions of interest to provide credit or financing along with sources and details thereof;	
3(4)(d)(v)	documents describing the net worth and the equity and debt ratios of the applicant, as on the date of the audited balance sheet accompanying the application;	
3(4)(d)(vi) *	a reasonably detailed profile of the applicant and the applicant's senior management, technical and professional staff;	
3(4)(d)(vii)	employment records of engineering and technical staff of the applicant proposed to be employed;	
3(4)(d)(viii)	profile of sub-contractors, if any, along with expressions of interest of such sub-contractors;	
3(4)(d)(ix)	verifiable references in respect of the experience of the applicant and its proposed sub-contractors;	

3(e) *	technical and financial proposals in reasonable detail for the operation, maintenance, planning and development of the facility or system in respect of which the license is being sought;			
3(f) *	Feasibility Study			
3(g) *	an affidavit stating whether the applicant has been granted any other license under the Act;			
3(h) *	a duly authorised statement stating whether the applicant has been refused grant of license under the Act and, if so, the particulars of the refused application, including date of making the application and decision on the application;			
3(6) *	Authorization from Board Resolution / Power of Attorney			
3(7) *	An affidavit as to the correctness, authenticity and accuracy of the application,			
3(8) *	The applicant shall also furnish a bank guarantee equivalent to applicable annual license fee for two year			
Schedule III (Regulation 3(4)(a)(B)(b))				
1.*	Line Route and territory maps			
2.	System Studies			
3.	Environmental and Social Soundness Assessment (ESS) Study/ Report			
4.*	Information Pertaining to			
	i.*	Purpose		
	ii.*	Line lengths, starting point, termination point, year of completion		
	iii.*	Structure (type, number/km)		
	iv.*	Line characteristics		
	v.*	Insulators		
	vi.*	Shield-wire (number, size)		
	vii.*	Compensation system (series, Shunt, SVC)		
	viii.	Communication systems (PLC, fibre optics, microwave		
	ix.*	Conductor, type, current carrying capacity, circuit power transfer		
	x.*	Grid Stations(s) involved: number, existing/new and details of the following:		
		I.*	Scope, size, number of transmission circuits, in and out	
		II.	Type: Indoor/Outdoor, transformation/switching	
		III.	Arrangement scheme: breaker and a half, double bus	
		IV.	Basic Insulation level: kV	
		V.	Control and protection system	
		VI.*	Specification of equipment (breakers-type, re-closing mechanism, duty cycle etc. isolators, transformers-type, size, cooling system, tap-changer, and protection	
		VII.	Lightening arresters, shunt reactors, metering and instrumentation	
		VIII.	SCADA and communication	
		IX.	Information relating to metering, installation and testing facilities	

CHECK LIST FOR EXAMINATION OF LICENCE APPLICATION
FOR SYSTEM OPERATOR LICENCE
(Regulation 3 read with 3(4)(a) of AMECPR-2021)

Name of Company: National Transmission & Despatch Company Limited (NTDC)

Regulation #	Information/Documents Required	Information/ Documents Submitted
Schedule III (Regulation 3(4)(a)(F))		
i.	Draft Grid Code	A copy of document titled “Grid Code- 2022” as submitted by NTDC is placed at [Annex-A(a)] .
ii.	Documents showing that satisfactory system and controls are available to conduct the System Operations and comply with the provisions of the Draft Grid Code	Information / documents as submitted by the applicant is placed at [(Annex-A(b))]
iii.	Declaration of interest stating that the head of organization, senior management and persons assigned with competencies in the organizational affairs of the applicant do not participate in activities of entities/companies engaged in the generation, trading, distribution and/or supply of electricity	Information / documents as submitted by the applicant is placed at [(Annex-A(b))]
iv.	Technical details of the systems (including software and hardware) put in place or to be put in place for carrying out the licence activity;	Information / documents as submitted by the applicant is placed at [(Annex-A(b))]
v.	Five-year business plan;	A copy of document titled “Strategic Business Plan for System Operator (5 years) as submitted by NTDC is placed at [(Annex-A(c))]
vi.	Last three years financial statements (if three years have not yet completed since incorporation of the company, the financial statements shall be provided for such shorter period as may be applicable);	Information / documents as submitted by the applicant is placed at [(Annex-A(d))]

CHECK LIST FOR EXAMINATION OF LICENCE APPLICATION
FOR TRANSMISSION FACILITY – PROVINCIAL GRID
(Regulation 3 read with 3(4)(a) of AMECPR-2021)

Name of Company: _____

Capacity: _____

Regulation #	Information/Documents Required	Information/ Documents Submitted
3(1)*	Application fee (including Indexation)	
3(3) *	Application submitted in triplicate	
3(4)(a)	applicable documents-in-support and information set out in Schedule III of these regulations;	
3(4)(b) *	a prospectus	
3(4)(c)(i)(a) *	certified copies of certificate of incorporation	
3(4)(c)(i)(b) *	certified copies of memorandum and articles of association	
3(4)(c)(i)(c) *	certified copies of annual reports of the company	
3(4)(c)(ii) *	the last annual return of the Company submitted in compliance of section 130 of the Companies Act or, in case of an applicant to whom section 130 of the Companies Act does not apply, a return comprising of all such information and particulars as required by the specified form under section 130 of the Companies Act, as the case may be;	
3(4)(c)(iii)	the authorised, issued, subscribed and paid up share capital of the applicant	
3(4)(c)(iv)	the shareholding pattern of the applicant including list of shareholders holding 5% or more shares, number of shares held by each of them and percentage shares of the total paid-up capital	
3(4)(d)(i)	evidence of cash balances held in reserve by the applicant, along with bank certificates;	
3(4)(d)(ii)	details of charges or encumbrances attached to the applicant's assets, if any;	
3(4)(d)(iii)	latest audited financial statements of the applicant;	
3(4)(d)(iv)	expressions of interest to provide credit or financing along with sources and details thereof;	
3(4)(d)(v)	documents describing the net worth and the equity and debt ratios of the applicant, as on the date of the audited balance sheet accompanying the application;	
3(4)(d)(vi) *	a reasonably detailed profile of the applicant and the applicant's senior management, technical and professional staff;	
3(4)(d)(vii)	employment records of engineering and technical staff of the applicant proposed to be employed;	
3(4)(d)(viii)	profile of sub-contractors, if any, along with expressions of interest of such sub-contractors;	
3(4)(d)(ix)	verifiable references in respect of the experience of the applicant and its proposed sub-contractors;	

3(e) *	technical and financial proposals in reasonable detail for the operation, maintenance, planning and development of the facility or system in respect of which the license is being sought;			
3(f) *	Feasibility Study			
3(g) *	an affidavit stating whether the applicant has been granted any other license under the Act;			
3(h) *	a duly authorised statement stating whether the applicant has been refused grant of license under the Act and, if so, the particulars of the refused application, including date of making the application and decision on the application;			
3(6) *	Authorization from Board Resolution / Power of Attorney			
3(7) *	An affidavit as to the correctness, authenticity and accuracy of the application,			
Schedule III (Regulation 3(4)(a)(B)(c))				
1.*	Line Route and territory maps, etc.,			
2.	System Studies			
3.	Environmental and Social Soundness Assessment (ESS) Study/ Report			
4.*	Information Pertaining to			
	i.*	Purpose		
	ii.*	Line lengths, starting point, termination point, year of completion		
	iii.*	Structure (type, number/km)		
	iv.*	Line characteristics		
	v.*	Insulators		
	vi.*	Shield-wire (number, size)		
	vii.*	Compensation system (series, Shunt, SVC)		
	viii.	Communication systems (PLC, fibre optics, microwave		
	ix.	Conductor, type, current carrying capacity, circuit power transfer		
	x.*	Grid Stations(s) involved: number, existing/new and details of the following:		
		I.*	Scope, size, number of transmission circuits, in and out	
		II.	Type: Indoor/Outdoor, transformation/switching	
		III.	Arrangement scheme: breaker and a half, double bus	
		IV.*	Basic Insulation level: kV	
		V.	Control and protection system	
		VI.*	Specification of equipment (breakers-type, re-closing mechanism, duty cycle etc. isolators, transformers-type, size, cooling system, tap-changer, and protection	
		VII.	Lightening arresters, shunt reactors, metering and instrumentation	
		VIII.	SCADA and communication	
		IX.	Information relating to metering, installation and testing facilities	

CHECK LIST FOR EXAMINATION OF
APPLICATION FOR REGISTRATION
(NEPRA (REGISTRATION) REGULATIONS, 2022)

Name of Company: _____ Prepared on: _____

Purpose: _____

Regulation 4(1)	Information/Documents Required	Information/ Documents Submitted
a.	Certified Copies of Memorandum of Association and Article of Association	
b.	Detailed Profile of the Chief Executive Officers or head and members of the Board of Directors of the Applicant	
c.	documents showing that satisfactory system and controls are available to provide registered services	
d.	documents showing that adequate financial, technical, organizational and human resources are available to perform the activity requiring registration in a proper and efficient manner on an ongoing basis;	
e.	Application fee (including indexation)	
f.	specify financial resources in ownership of the applicant or indicate its revenue sources or capability to accumulate those financial resources that are necessary to provide registered services along with audited financial statement of the applicant of the last three years:	
g.	specify the activity requiring registration proposed to be performed by the applicant;	
h.	proof of registration, if required under the relevant law, with the relevant taxation authorities	
i.	Authorization from Board Resolution / Power of Attorney	