

DOCUMENTS REQUIRED TO SUBMIT AN ONLINE APPLICATION

This document has three sections as given below;

Section 1 - Documents Required for Generation License

Section 2 - Documents Required for Exemption (Distribution)

Section 3 - Documents Required for Exemption (Generation)

Section 1

DOCUMENTS REQUIRED TO SUBMIT ALONG WITH THE APPLICATION FOR GENERATION LICENSE

1. Energy Permit issued by the Sustainable Energy Authority (for NCRE projects)
2. Letter of Intent or Letter from the Transmission Licensee indicating their consent to extend the PPA
3. Environmental approval issued by the Central Environmental Authority (with respect to extension applicants, it's the No Objection letter of the CEA)
4. Following documents as applicable; if the applicant is
 - a. Body established by an Act of Parliament, a copy of such Act
 - b. A company, a certified copy of the certificate of incorporation and of the Memorandum and Articles of Association of the company
 - c. A society registered under the Co-operative Societies Law No. 5 of 1972, a certified copy of the certificate of registration issued and of the by-laws of such society
 - d. A partnership, a certified copy of the certificate of registration issued by an appropriate authority under any law or Statute relating to the registration of business names
 - e. Any unincorporated body of persons, the constitution of such unincorporated body
5. Accounts related documents;
 - a. Audited accounts of the previous two years
 - b. Annual returns for the immediately preceding year
 - c. Statement of accounts for the current year
 - d. If more than eight months have lapsed since the end of the accounting year covered by the audited accounts, a certificate from the applicant's auditor stating that no material adverse change has occurred between the date of the end of the accounting year covered by the audited accounts and the date two months before the submission of the application
6. Estimated cashflow for the license period
7. Feasibility report of the project (not applicable for extension application)
8. Board resolution passed or undertaking to invest in the project given by the board of directors of equity provider (In the case of individual equity provider, a letter confirming the intention to invest in the said project.) - (not applicable for extension application)
9. Audited accounts of the equity provider in order to show the availability of required equity (not applicable for extension application)
10. A Letter of Comfort issued by a bank confirming their intention to provide debt financing with the amount indicated (not applicable for extension application)
11. Any parent or bank guarantee (if available)
12. Map to show the location of the project
13. Documents to prove the ownership/lease of the project land
14. Copies of specifications, plans and drawings to a scale sufficient to show clearly all the buildings and structures proposed to be constructed

Section 2

DOCUMENTS REQUIRED TO SUBMIT ALONG WITH THE APPLICATION FOR EXEMPTION(DISTRIBUTION)

1. Clearance letter from the Distribution Licensee (Ceylon Electricity Board or Lanka Electricity Company Private Limited) or an electricity bill
2. Chartered Engineer certified Electrical Single Line Diagrams of the installation
3. Estimate of annual energy consumption in kWh with the calculation
4. Clear plan layout indicating transformer and generator locations, main cable paths, underground/overhead cable paths, main distribution board
5. Following documents as applicable;
 - a. For a Company - Certified copy of the certificate of incorporation and of the Memorandum and Articles of Association of the company
 - b. For a Management Corporation - The constitution of such unincorporated body
 - c. For a person - Certified copy of the National Identity Card
 - d. For a Body established by an Act of Parliament - Copy of such Act
 - e. For a society - Certified copy of the certificate of registration issued and of the by-laws of such society
 - f. For a partnership - Certified copy of the certificate of registration issued by an appropriate authority under any law or Statute relating to the registration of business names
6. Environmental Clearance from Central Environmental Authority or Provincial Environmental Authority if applicable
7. Approval of the Condominium Management Authority (if applicable)
8. Operation and Maintenance agreement signed/to be signed with the service provider (if technical expertise is not available in house with the applicant)
9. Inspection and Test certificate from a Chartered Engineer (for extension applicants)

Section 3

DOCUMENTS REQUIRED TO SUBMIT ALONG WITH THE APPLICATION FOR EXEMPTION(GENERATION)

1. Energy Permit issued by the Sustainable Energy Authority (for NCRE projects)
2. Letter of Intent or similar communication from the Transmission Licensee
3. Environmental approval issued by the Central Environmental Authority (with respect to extension applicants, it's the No Objection letter of the CEA)
4. Following documents as applicable; if the applicant is
 - a. Body established by an Act of Parliament, a copy of such Act
 - b. A company, a certified copy of the certificate of incorporation and of the Memorandum and Articles of Association of the company
 - c. A society registered under the Co-operative Societies Law No. 5 of 1972, a certified copy of the certificate of registration issued and of the by-laws of such society
 - d. A partnership, a certified copy of the certificate of registration issued by an appropriate authority under any law or Statute relating to the registration of business names
 - e. Any unincorporated body of persons, the constitution of such unincorporated body
5. Documents to prove the ownership/lease of the project land
6. Operation and Maintenance agreement signed/to be signed with the service provider (if technical expertise is not available in house with the applicant)