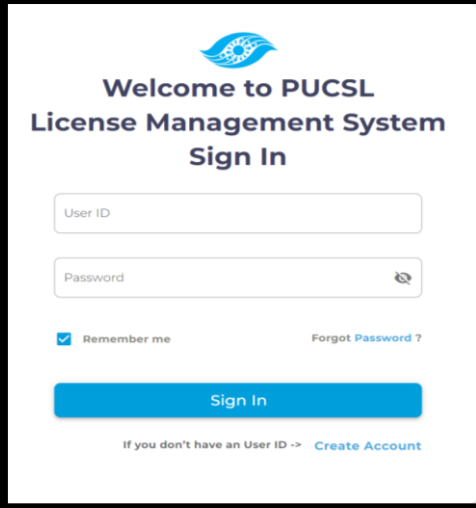


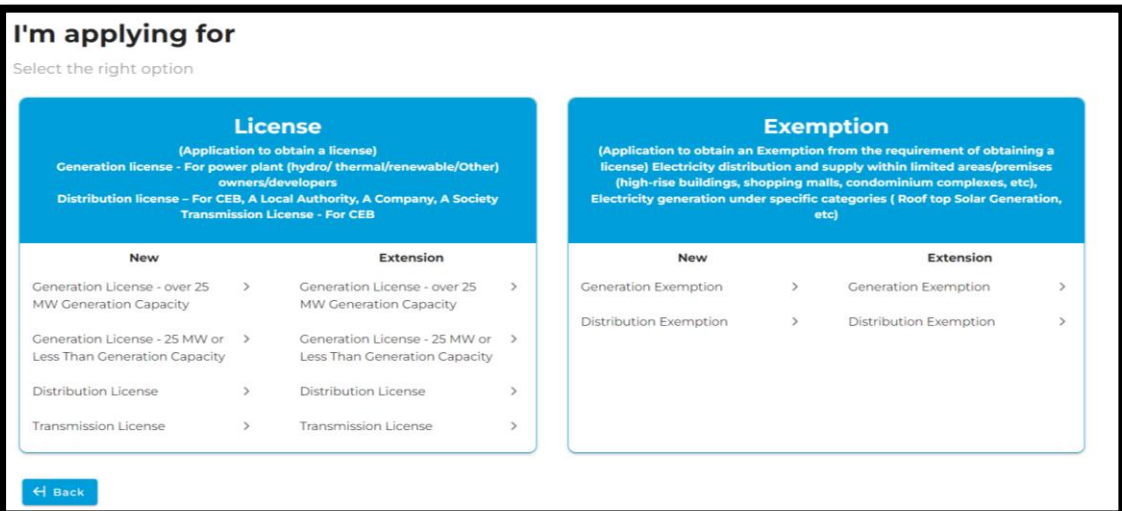
## GENERAL INSTRUCTIONS TO SUBMIT AN ONLINE APPLICATION

1. If you want to apply for a License or an Exemption (waiver from licensing requirements), you must submit your application online at least **six months** before commencing commercial operations.
2. Before fill the online application, it is required to sign up with the LMS (License Management System). Click on **Create Account** button.



The screenshot shows the 'Sign In' page for the PUCSL License Management System. At the top, there is a logo and the text 'Welcome to PUCSL License Management System Sign In'. Below this, there are two input fields: 'User ID' and 'Password'. The 'Password' field has a small eye icon to toggle visibility. There is a checked checkbox for 'Remember me' and a link for 'Forgot Password?'. A large blue 'Sign In' button is centered below the fields. At the bottom, there is a link that says 'If you don't have an User ID -> Create Account'.

3. There are six types of applications as given below;
  - Application to obtain a generation license (Up to 25 MW)
  - Application to obtain a generation license (More than 25 MW)
  - Application to obtain a transmission license
  - Application to obtain a distribution license
  - Application to obtain a generation exemption (waiver from licensing requirements)
  - Application to obtain a distribution exemption (waiver from licensing requirements)



The screenshot shows a selection screen titled 'I'm applying for' with the instruction 'Select the right option'. There are two main columns: 'License' and 'Exemption'.  
**License** (Application to obtain a license):  
- Generation license - For power plant (hydro/ thermal/renewable/Other) owners/developers  
- Distribution license - For CEB, A Local Authority, A Company, A Society  
- Transmission License - For CEB  
Under 'License', there are two sub-columns: 'New' and 'Extension'.  
- **New**: Generation License - over 25 MW Generation Capacity, Generation License - 25 MW or Less Than Generation Capacity, Distribution License, Transmission License.  
- **Extension**: Generation License - over 25 MW Generation Capacity, Generation License - 25 MW or Less Than Generation Capacity, Distribution License, Transmission License.  
**Exemption** (Application to obtain an Exemption from the requirement of obtaining a license) Electricity distribution and supply within limited areas/premises (high-rise buildings, shopping malls, condominium complexes, etc), Electricity generation under specific categories ( Roof top Solar Generation, etc).  
Under 'Exemption', there are two sub-columns: 'New' and 'Extension'.  
- **New**: Generation Exemption, Distribution Exemption.  
- **Extension**: Generation Exemption, Distribution Exemption.  
At the bottom left, there is a blue 'Back' button.

4. Select the correct application type and sign up.

The screenshot shows the 'Sign Up' page of the PUCSL License Management System. The page has a blue header with the system name and the date 'January 3, 2024'. On the left, there is a section titled 'User Signup Form - Generation License - 25 MW or Less Than 25 MW Generation Capacity' with an icon of a document and a pencil. The main form area is titled 'Sign Up' and contains a 'Filling info' section with the following fields:

- Full Name of the Sign-Up Person:
- Name (w/ Initials) of Sign-Up Person:
- Designation of the sign-up person:
- Email Address:
- Mobile Number:
- NIC / Passport Number:
- Name of Applicant:
- Power Project/Plant Name:
- Password:
- Confirm Password:

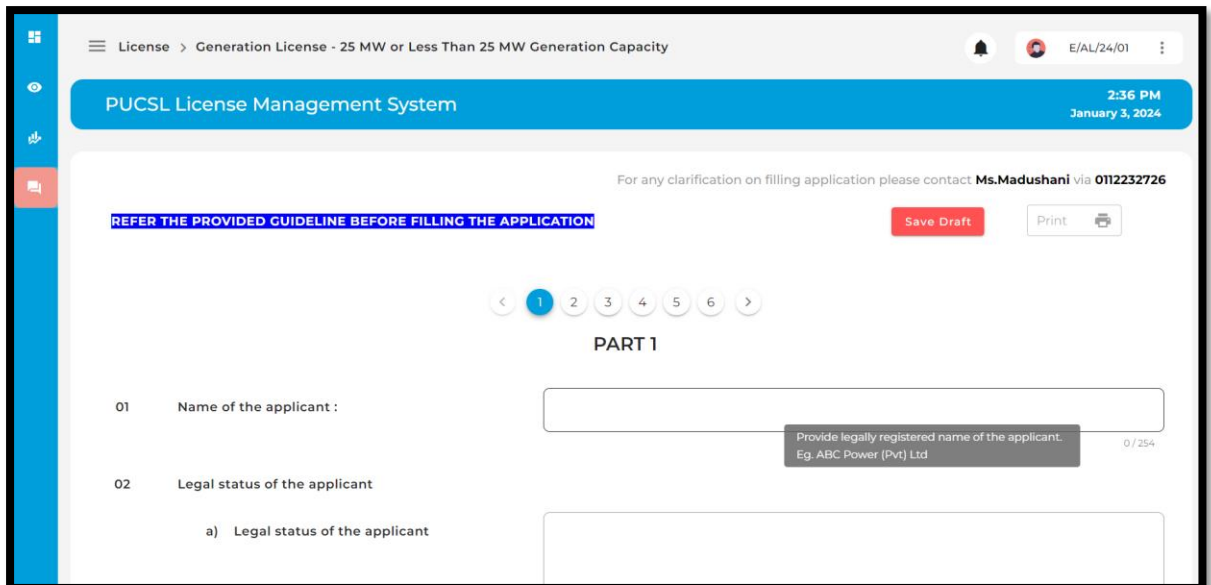
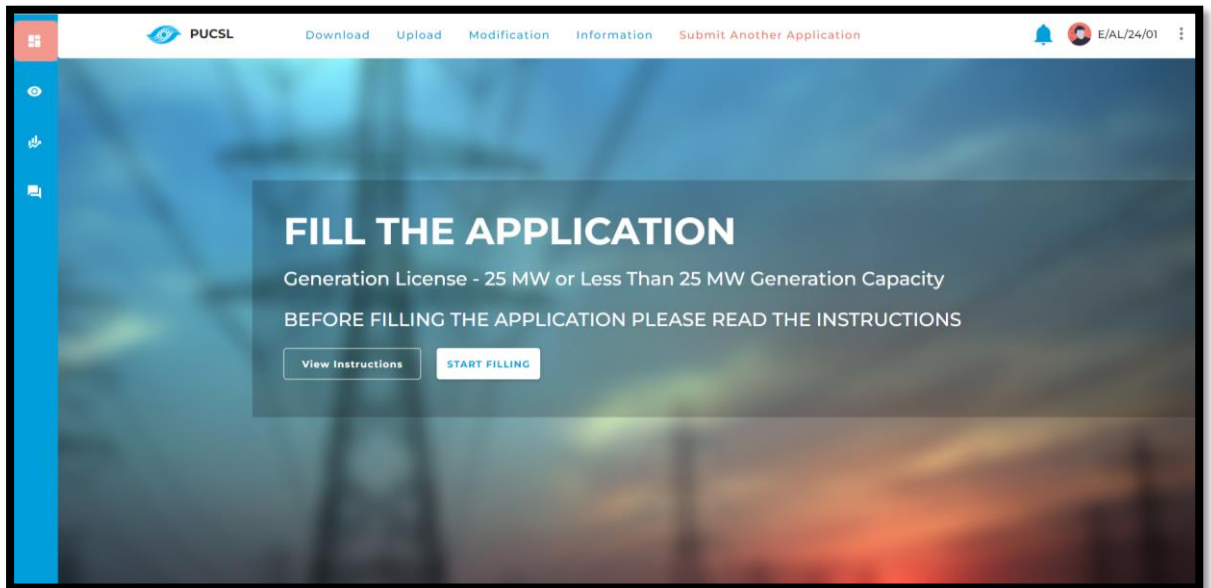
At the bottom of the form, there is a 'Remember Me' checkbox, a 'Forgot Password' link, a 'Sign Up' button, and a 'Cancel' button.

5. Once the sign-up process is done, LMS provides an User ID to the provided email.

6. Log in to the LMS using that User ID and the password.

The screenshot shows the 'Sign In' page of the PUCSL License Management System. The page features the PUCSL logo at the top, followed by the text 'Welcome to PUCSL License Management System Sign In'. Below this, there are two input fields: 'User ID' and 'Password'. The 'Password' field has a toggle icon for visibility. Below the input fields, there is a 'Remember me' checkbox (checked) and a 'Forgot Password?' link. A large blue 'Sign In' button is positioned below these elements. At the bottom, there is a link for 'Create Account' with the text 'If you don't have an User ID ->'.

7. Instructions to fill the application is given in the LMS itself as a separate document under **View Instructions** tab. Additionally, helpful tips will appear when the cursor is placed over the question. Application will be appeared once **START FILLING** button is clicked.



8. Once the application is filled, **Submit** it to the LMS.

The screenshot shows a web-based application form with a blue sidebar on the left containing icons for home, eye, and a document. The main content area has three numbered questions:

- 12** Copies of specifications, plans and drawings to a scale sufficient to show clearly all the buildings and structures proposed to be constructed, in order to carry out the activities under the licence to which the application relates. To the right is a file upload field labeled "DRAWING".
- 13** Where the applicant is the Ceylon Electricity Board. To the right is a dropdown menu labeled "Select".
- 14** If the answer for previous question is YES, a plan specifying the geographical area on which it is operating its activities as at present and an expansion plan indicating the geographical area in which it proposes during a period of fifteen (15) years from the date of this application, to expand its activities relating to generation of electricity, prepared in accordance with the general policy guidelines approved by the Cabinet of Ministers under Section 5 of the Sri Lanka Electricity Act, No. 20 of 2009. Below this is a sub-question: "a) Supporting Documents if any :". To the right is a file upload field labeled "PLAN".

At the bottom of the form, there are two buttons: "Back" and "Submit". Below the buttons is a navigation bar with a series of numbered circles from 1 to 6. Circle 6 is highlighted in blue, indicating the current step. There are also left and right arrow icons on either side of the numbered circles.

9. Then the PUCSL reviews the application and communicates the next steps to the provided email address submitted during the sign-up stage.