**Cover Page**

Completing this form accurately will help DNOs process your application as quickly as possible. Please read the following information thoroughly before starting to ensure you have all information required to complete the relevant sections.

|  |  |
| --- | --- |
| **What is eligible** | This form is for **Electric Vehicle Charge Points (EVCP)** or **Heat Pumps (HP)** being installed in a premises with an existing Distribution Network Operator (DNO) electricity connection. This form may also be used for the installation of **Vehicle-to-Grid Electric Vehicle Charge Points (V2G EVCP)** where the total aggregated capacity of generation/battery storage equipment in a premises is 3.68kW (single phase) or 11.04kW (3-phase) or less. To apply for a new connection to the network, please contact your relevant DNO. |
| **When to complete** | This form should always be reviewed prior to installing any new EVCP or HP to determine whether the installation requires an application or whether it is eligible for the notification process. |
| **When to submit** | If the installation meets all the notification criteria (Section B) the DNO must be notified within 28 days of installing the new equipment. If all the criteria in Section B cannot be met, you should submit an application to the DNO using this form before connecting the new equipment to ensure that the DNO can maintain safe and effective operation of the electricity network. |
| **What to submit** | Depending on the nature of the new equipment, the DNO may require additional information. For multiple pieces of equipment (including multiple pieces of equipment under one controller) or multiple premises, please use the [multiple installations spreadsheet](https://www.energynetworks.org/industry-hub/resource-library/?search=Electric+Vehicles+and+Heat+Pumps+Multi-install+Application+Form&id=267), also available on the ENA website[[1]](#footnote-1). |
| **Finding your DNO** | For help identifying your DNO and their contact details please visit the ENA website[[2]](#footnote-2). |
| **Cost** | Any reinforcement costs associated with this installation may be charged to the customer. |

**Required Information**

To populate this form, you will need information about the following.

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| --- | --- |
| **Device to be installed** | Details of EVCPs or HPs to be installed are required. Where equipment is not registered in the relevant ENA database, additional information will be required (Section E). A link to the **Heat Pump** **Database** can be found on the [Databases page](https://www.energynetworks.org/industry-hub/databases) on the ENA website1. Type tested V2GEVCPs can be found in the [ENA Type Test Verification Report Register](https://www.ena-eng.org/gen-ttr/). |
| **Existing devices at the premises** | Details of any existing EVCPs, electric heating, battery storage, generation (e.g. solar PV), storage or other large load drawing devices. |
| **Maximum demand (MD)** | A load survey is required to calculate the Maximum Demand. This should comprise the existing Maximum Demand of the whole premises and the new equipment to be installed as well as any import or load limiting devices. Further Guidance on such devices is available in the FAQ section of the Connecting to the networks page on the ENA website1. |
| **Supply Capacity / cut-out rating** | If the cut-out rating cannot be established the ‘Apply to Connect’ process must be followed and the relevant timeframes are applicable.  If the cut-out rating is unknown, a photograph can be provided to the DNO. Please note that you MUST NOT open the cut-out. Further Guidance on cut-out ratings is available on the ENA website: <https://www.energynetworks.org/operating-the-networks/connecting-to-the-networks> |
| **Adequacy of supply** | An‘adequacy of supply’ assessment is required prior to installing a EVCP or HP. The DNO must be contacted in advance of installation where there is an identified issue with adequacy or a safety concern with the premises existing DNO service equipment. |

**Timelines**

Providing that this form is fully and correctly completed, the following timeframes are applicable.

|  |  |
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| **Notifications** | Provided the installation meets **all** the relevant notification criteria (i.e. all the applicable checkboxes in Section B that are relevant to the installation can be ticked) installers can connect the new EVCP of HP and notify the DNO using this form within 28 days of their installation. |
| **Application (60A < MD ≤ 100A)** | The DNO should assess the supply capacity and confirm if the new equipment can be connected within 10 working days of receiving the completed form. |
| **Application (MD > 100A)** | Timescales as per the Northern Ireland Electricity - Electricity Distribution Licence[[3]](#footnote-3) . |

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| **Declaration** | | |
| **Once populated, please remove the cover page, sign below and submit to the relevant DNO** **with any attachments.** | | |
| I confirm that the information I have given in this form is true to the best of my knowledge. If this is for an application for connection, the customer has been advised that the installation may only take place following approval from the DNO. | Name: | ………………. |
| Signature: | ………………. |
| Date: | ………………. |

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| **Section A – Contact Details** | | | | | |
| **Installer Contact Details** | | | | | |
| Name |  | | | | |
| Company |  | | | | |
| Address line 1 |  | | | | |
| Address line 2 |  | | | | |
| Town |  | | | | |
| Postcode |  | | | | |
| Contact Number |  | | | | |
| Email |  | | | | |
| If necessary, are we able to contact the customer directly e.g. to arrange a fuse upgrade | |  | Yes |  | No |
| **Customer Contact Details** | | | | | |
| Name |  | | | | |
| Contact Number |  | | | | |
| Email |  | | | | |
| **Installation Location Address** | | | | | |
| Address line 1 |  | | | | |
| Address line 2 |  | | | | |
| Town |  | | | | |
| Postcode |  | | | | |

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| **Section B – Notification Criteria** | | | | | | |
| **All Equipment Types** |  | Only connecting one additional piece of equipment (EV Charge Point or Heat Pump) | | | | |
|  | DNO cut-out rating known | | | | |
|  | No safety concerns over integrity of DNO service equipment | | | | |
|  | No other issues identified with adequacy or integrity of the DNO service equipment | | | | |
|  | Not a Looped Service | | | | |
|  | Metered supply | | | | |
|  | Maximum Demand less than the known cut-out rating | | | | |
|  | Maximum Demand less than 13.8kVA per phase OR the premises is CT metered OR the premises load is limited to below the known cut-out fuse rating | | | | |
| **HP only** |  | Heat pump system under single controller only | | | | |
|  | Total heat pump system Maximum Demand ≤32A | | | | |
|  | Model marked at ‘Connect and Notify’ in the ENA’s HP Database | | | | |
| **EVCP only** |  | AC Output | | | | |
|  | Premises MD ≤13.8 kVA per phase OR  where CT metered: Maximum AC output of EV charge points ≤30% of the Maximum Import Capacity | | | | |
| **V2G only** |  | Total installed generating capacity (including any PV, storage and V2G storage) ≤3.68kW (16A) per phase and excluding any export limiting device | | | | |
|  | V2G EVCP charge point Fully Type Tested and registered in the ENA Type Test Verification Report Register | | | | |
| **Does the installation meet all applicable notification criteria?** If yes (i.e., all applicable checkboxes in Section B above are ticked), you can connect the equipment and notify the DNO within 28 days. If no, please apply to the DNO before connecting the equipment. | | |  | No – **Apply to the DNO before installation** | | |
|  | Yes – Notify the DNO of the installation | Date installed: | ………… |
| **V2G notify requirements** |  | Confirmation that the V2G EVCP was installed and commissioned in accordance with EREC G98[[4]](#footnote-4) – this is V2G only | | | | |
|  | Electrical schematic of the installation and site layout showing location of the EVCP attached | | | | |

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| **Section C – Electricity Supply Details** | | | | | | | | |
| **Type of premises** |  | Residential house | | |  | | Residential flat | |
|  | Commercial | | |  | | Public | |
|  | Other – Please detail: | | | ………….. | | | |
| **MPAN[[5]](#footnote-5)**  11-digit MPRN if Northern Ireland | \_ \_ – \_ \_ \_ \_ – \_ \_ \_ \_ – \_ \_ \_ | | | | | | | |
| **Smart Meter installed on site** |  | Yes | | |  | | No | |
| **Declared Voltage at Connection Point** |  | | | | ………….. | | | Volts |
| **Number of Phases** |  | Single Phase | | |  | | Three Phase | |
|  | Split/two Phase | | |  | |  | |
| **Maximum Demand (MD) of premises**  See page 1 for guidance |  | Whole Current Metered | | | …………. | | | Amps |
|  | CT Metered | | | …………. | | | kVA |
| **Supply Capacity[[6]](#footnote-6)**  Agreed Supply/Maximum Import Capacity |  | Whole Current Metered | | | …………. | | | Amps per phase |
|  | CT Metered | | | …………. | | | kVA |
| **Premises Cut-out Rating**  If known. See the cover page for guidance | Whole Current Metered only | | | | ………….. | | | Amps |
| **Import or load limiting device on premises** |  | Yes | | If yes, please confirm load setting of the load limiting device: | …………. Amps | | | |
|  | No | | | | | | |
| **G100 export limiting scheme on premises** |  | Yes | | Please detail: | …………. | | | |
|  | No | | | | | | |
| **Any issues identified with the DNO existing supply equipment?** |  | Yes | | Please detail: | …………. | | | |
|  | No | | | | | | |
| **Final or Proposed Earthing Arrangements[[7]](#footnote-7)** |  | | TN-C-S (PME) | |  | TT (Direct) | | |
|  | | Customer Substation (HV CT metered) | |  | TN-S (SNE) | | |
| **Is the service looped[[8]](#footnote-8)?** |  | | Yes, multiple service cables present | |  | No | | |

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| **Section D – Existing equipment at premises if applicable (this section is for V2G applications only)** | | | | | | | | |
| **Technology Type** | **Approximate date of installation** | **Manufacturer** | **Manufacturer’s Ref No. where available** | **Registered Capacity (kW)** | | **Phase (if known)** | **Power Factor** | **Device to be removed** |
| ***Import*** | ***Export*** |
| ***Example*** | *DD/MM/YYYY* | *CompanyX* | *1234* | *3.68* | *6.2* |  |  | *No* |
| **Heat Pump** |  |  |  |  |  |  |  |  |
| **EVCP** |  |  |  |  |  |  |  |  |
| **V2G EVCP** |  |  |  |  |  |  |  |  |
| **Solar PV** |  |  |  |  |  |  |  |  |
| **Battery Storage** |  |  |  |  |  |  |  |  |
| **Other** *(please specify here):*  ………….. |  |  |  |  |  |  |  |  |

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| **Section E – Equipment to be installed** | | | | | | | | | | | | | | | | |
| **Type of equipment**  Tick all that apply (if selecting multiple this must be an application) | | | |  | Heat Pump | | | | | | | | | | | |
|  | Electric Vehicle Charge Point **(EVCP)** | | | | | | | | | | | |
|  | Vehicle-to-Grid Electric Vehicle Charge Point **(V2G EVCP)** | | | | | | | | | | | |
| **Maximum Current Demand of proposed equipment[[9]](#footnote-9)**  Include any associated additional components. The aggregate maximum simultaneous current of all pieces of equipment must be stated. | | | |  | Single phase | | | | | | | | …………. | | | Amps |
|  | Three phase | | | | | | | | …………. | | | Amps |
| **Electric Vehicle Charge Points** | | | | | | | | | | | | | | | | |
| **Manufacturer** |  | | | | | | | | | | | | | | | |
| **Model** |  | | | | | | | | | | | | | | | |
| **Model in the ENA EVCP Database (DC Only)** | | | | | |  | | Yes | | Product ID: | | | | | …………. | |
|  | | No |  | If no, fill in Section F | | | | | | |
| **V2G Electric Vehicle Charge Points** | | | | | | | | | | | | | | | | |
| **Manufacturer** | |  | | | | | | | | | | | | | | |
| **Model** | |  | | | | | | | | | | | | | | |
| **Export Capacity (kW)** | |  | | | | | | | | | | | | | | |
| **Model Fully Type Tested and registered in the ENA Type Test Verification Report Register** | | | | | |  | | Yes | | Product ID: | | | | | …………. | |
|  | | No |  | If no, fill in Section F | | | | | | |
| **Heat Pumps** | | | | | | | | | | | | | | | | |
| **Manufacturer** |  | | | | | | | | | | | | | | | |
| **Model** |  | | | | | | | | | | | | | | | |
| **How will the Heat Pump system be used?**  Please tick one | The Heat Pump model stated will provide: | | | | | | | | | |  | Heating only | | | | |
|  | Heating and cooling | | | | |
| **Does the Heat Pump system have additional components installed?** | Back-up heater: | | | | | Boost Heater: | | | | | | | Immersion heater: | | | |
|  | | On-board | | |  | On-board | | | | | |  | On-board | | |
|  | | External | | |  | External | | | | | |  | External | | |
| **Model in the ENA Heat Pump Database** | | | | | |  | | Yes | | Register No: | | | | | …………. | |
|  | | No |  | If no, fill in Section F | | | | | | |

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| **Section F – Equipment not currently in ENA Databases** | | | | | |
| **EVCP (DC Only)** | | | | | |
| You must provide the required data for DC-coupled EVCP models not currently in the ENA EVCP Database. It is the installer’s responsibility to ensure all information required to populate the EVCP Database is provided. | | | | | |
| **Datasheet and Power Quality documentation for the EVCP**  **(Rated power, harmonic emission data & test standard applied for harmonic emission data)** | | **Must attach with application** | | | |
| **V2G EVCP Only** | | | | | |
| If only part of the V2G ECVP is not Fully Type Tested and registered with the ENA Type Test Verification Report Register, Form A2-1 or A2-2 or A2-3 (as appropriate) should be submitted to the DNO with this form. These forms can be downloaded from the ENA website Resource Library: <https://www.energynetworks.org/industry-hub/resource-library/> | | | | | |
| **EREC G98 or G99 Forms A1-3 (where applicable)** | | **Must attach with application** | | | |
| **Heat Pumps Only** | | | | | |
| You must fill in the following Power Quality details required for non-registered Heat Pump Models. It is the installer’s responsibility to ensure all information required to populate the Heat Pump Database is provided. | | | | | |
| **Datasheet and Power Quality documentation for the Heat Pump.** | | **Must attach with application** | | | |
| **Microgeneration Certificate Scheme[[10]](#footnote-10) Product Requirements met** | |  | Yes |  | No |
| **Proposed installation complies with:** | Technical requirements of BS EN/IEC **61000-3-2 (harmonics)** |  | Yes |  | No |
| BS EN/IEC **61000-3-12 (harmonics)** |  | Yes (Rsce = 33) | | |
|  | Yes, subject to minimum short-circuity power (Ssc) | | |
|  | No | | |
| Technical requirements of BS EN/IEC **61000-3-3 (flicker)** |  | Yes |  | No |
| BS EN/IEC **61000-3-11 (flicker)** |  | Yes (meets 61000-3-3 tech. requirements) | | |
|  | Yes, subject to a service current capacity ≥100A per phase | | |
|  | Yes, subject to a Zmax value at point of supply | | |
|  | No |  |  |
| **Microgeneration Certificate Scheme[[11]](#footnote-11) Product Requirements met** | |  | Yes |  | No |
| **Proposed installation complies with:** | Technical requirements of BS EN/IEC **61000-3-2 (harmonics)** |  | Yes |  | No |
| BS EN/IEC **61000-3-12 (harmonics)** |  | Yes |  | No |
| Technical requirements of BS EN/IEC **61000-3-3 (flicker)** |  | Yes |  | No |
| BS EN/IEC **61000-3-11 (flicker)** |  | Yes |  | No |

1. <https://www.energynetworks.org/operating-the-networks/connecting-to-the-networks> [↑](#footnote-ref-1)
2. <https://www.energynetworks.org/info/faqs/who-is-my-network-operator.html> [↑](#footnote-ref-2)
3. https://www.nienetworks.co.uk/documents/regulatory-documents/nie-distribution-licence-effective-22-january-2018.aspx [↑](#footnote-ref-3)
4. G98 and G99 forms are not required in addition to this form – this form replaces the need to fill in G98 and G99 forms for the V2G if “connect and notify” process. [↑](#footnote-ref-4)
5. See <https://www.energynetworks.org/operating-the-networks/connecting-to-the-networks> for details. If the supply is unmetered, the ‘Apply to Connect’ process is applicable and the local DNO must be contacted. [↑](#footnote-ref-5)
6. If the supply capacity cannot be established, the ‘Apply to Connect’ process must be followed and the aforementioned timeframes are applicable. Please note that one should not open the cut out. Guidance on cut-out ratings is available on the ENA website. If the cut-out rating is unknown, a picture can be provided to the DNO. [↑](#footnote-ref-6)
7. As per BS 7671 and the IET Code of Practice: <https://www.theiet.org/resources/standards/cop-electric.cfm> [↑](#footnote-ref-7)
8. Some DNO cut-outs have more than one DNO service cable terminated in the DNO cut-out. Such a situation indicates a ‘Looped Service’ where there are one or more services connected via the cut-out. Note this may impact on the adequacy of the DNO service equipment. Looped services can be found anywhere but are often found in housing estates from the 1970s & 1980s, rural areas and terraced housing. [↑](#footnote-ref-8)
9. Connection of additional equipment or reconfiguration not included in this application is not permitted without submitting another application [↑](#footnote-ref-9)
10. https://www.microgenerationcertification.org/mcs-standards/product-standards/heat-pumps/ [↑](#footnote-ref-10)
11. https://www.microgenerationcertification.org/mcs-standards/product-standards/heat-pumps/ [↑](#footnote-ref-11)