

DG Documentation Checklist

The following table is intended to assist installers of Distributed Generation Projects understand the equivalent Con Edison documents or process items required to comply with the *Appendix F Application Package Checklist* as found in the [New York State Standardized Interconnection Requirements](#) and *Application Process For New Distributed Generators 5 MW or Less Connected in Parallel with Utility Distribution Systems*.

Appendix F Application Package Checklist	Equivalent Document or Process Requirement	Location
Completed standard application form (Appendix B or C)	Completed Project Center Application	www.coned.com/esweb
Signed copy of the standard contract	Appendix A (Standard Contract)	NYS SIR or Project Center
Letter of authorization, signed by the Customer, to provide for the contractor to act as the customer's agent, if necessary	Customer Letter Of Authorization	Con Edison website
If requesting a new service, a site plan with the proposed interconnection point identified by a Google Earth, Bing Maps or similar satellite image. For those projects on existing services, account and meter numbers shall be provided	Attach drawing/plan.	Provided by developer.
Description / Narrative of the project and site proposed. If multiple DG systems are being proposed at the same site/location, this information needs to be identified and explained in detail	Include in "Scope of Work" in Project Center application.	Project Center
DG technology type	Included in Project Center fields.	Project Center
DG fuel source / configuration	Included in Project Center fields.	Project Center
Proposed project size in AC kW	Included in Project Center fields.	Project Center
Project is net metered, remote, or community net metered	Application Form G, or for CDG the Community DG Forms, also Include in "Scope of Work" in Project Center application.	Con Edison website.
Metering configuration	Included as part of the line diagram and/or Application Form G	Provided by developer.
Copy of the certificate of compliance referencing UL 1741	Attach document.	Provided by developer.
Copy of the manufacturer's data sheet for the interface	Attach document.	Provided by developer.
Copy of the manufacturer's verification test procedures, if required	Attach document.	Provided by developer.
System Diagram - A three line diagram for designs proposed on three phase systems, including detailed information on the wiring configuration at the PCC and an exact representation of existing utility service. One line diagrams shall be acceptable for single phase installations	Attach drawing.	See Con Edison System Diagram Checklist. Provided by developer.

DG up to 5MW System Diagram Checklist

This checklist will be used to conduct system diagram review prior to Con Edison giving approval to build.

These checklist items are intended to cover the baseline requirements for the majority of cases; however, unique configurations or operating uses may have additional requirements.

Component	Details	Check box
Three Line Drawing	Does drawing show three (3) lines for each phase, OR one (1) line with clear indications that all three phases are identical?	
P.E. Stamp	If connecting to system voltage > 1,000 V, OR If qualifying as efficient CHP as per Form G, are drawings sealed by P.E.?*	
Equipment Locations	Are locations (e.g., basement, roof, electrical room) clearly noted for disconnect switch ("89L"), meter, and all inverters?	
Title Block	Does the title block include: Customer name and address?	
	Account and Meter Number?	
	Revision number and date of last revision?	
DG System Drawing Details	Is the DG Type (e.g., PV, Battery, Fuel Cell, etc.) clearly labelled on drawing?	
	Is the A.C. nameplate kW clearly labelled?	
	Is the 89L clearly labelled?	
	Is the make and model of the inverter clearly labelled and does it match submitted technical specifications?	
Service Characteristics Drawing Details	Is the Con Edison existing service type and configuration clearly labelled? (e.g. 120/208V, 120/240V, 265/460V)	
	Is the grounding connection clearly labeled?	
	If there is existing DG on site, is the connection to existing system shown on diagram?	

*Note that projects that connect to the Con Edison system < 1,000V do not require a P.E. Stamp. (page 12 of SIR)

Verification Testing and Inspection Checklist

for solar projects at existing company secondary facilities

This checklist will be used to conduct on site verification testing prior to Con Edison giving final acceptance for interconnection.

These checklist items are intended to cover the baseline field verification requirements; however, unique configurations, other distributed generation technologies, or operating uses may have additional requirements. Any additional requirements will be discussed prior to site verification testing.

Prior to Requesting Site Verification Test: Applicant Checklist	
Component	Details
Drawing Version	Has latest drawing version been submitted to Project Center and approved by Con Edison?
Pre-testing	Has applicant verified that all inverters are operational? (Note: applicant should verify whether testing restrictions are in place prior to pre-test)
Attendance	The following personnel should be present: applicant, facilities representative with access, and any required technicians.

Site Verification Test – To Be Completed by Con Edison Engineering		
Component	Details	Check box (failed steps in grey boxes require re- inspection)
Disconnect Switch ("89L")	Are directions to 89L clearly marked at meter location?	
	Is the 89L: clearly labelled?	
	visibly broken when operated?	
	load breaking?	
	gang operated?	
Grounding	lockable?	
	Is the switchgear properly grounded?	
	Is the inverter properly grounded (if necessary)?	
Consistency with Submitted Drawing	Are the panels properly grounded (if necessary)?	
	Does the nameplate kW match approved drawing?	
	Does the inverter make and model match the approved drawing?	
Operation Check	Is the DG system interconnected to Con Edison's system as shown in the approved drawing?	
	Does the customer DG system pass the 5 minute test? (carried out by the customer, witnessed by Con Edison)	
	Is the inverter output (voltage and power) balanced?	
Reverse Power Relay (if applicable)	Is the reverse power relay connected correctly?	
	Is the reverse power relay programmed correctly?	
	Does the reverse power relay operate correctly?	
	Is the approved (and latest) drawing laminated and posted near the meter?	

Verification Testing and Inspections: Frequently Asked Questions

1. What is verification testing and why is it necessary?
As per Step 9 of the New York State Standardized Interconnection Requirements (March 2016), all DG systems above 50kW are to be tested prior to final acceptance and interconnection. This ensures that the system is installed as designed and is operating safely.
2. How should I prepare for verification testing?
Applicants should have completed construction as per latest drawing approved by Con Edison and ensured that all inverters are working properly. The most recent drawings must be uploaded to Project Center and been reviewed by Con Edison.
3. How do I request a verification test?
You should submit a request in writing via email to your Customer Project Manager (CPM).
4. What happens if I fail a test?
Any items above with a grey checkbox (e.g., inverter does not work) that do not pass will require re-inspection. Once the deficiency has been corrected you will need to request another test.

Other items, such as labeling, can be passed without re-inspection if a new drawing and/or photographs are submitted. Your CPM will provide details of those items. Any new submittals will be reviewed within 10 business days.

5. I disagree with the results of my inspection. How can I appeal?
If you disagree with a failed inspection, please notify your CPM in writing formally of your decision to appeal with your rationale and any documentation. The CPM will follow up with Con Edison's Distribution Engineering Department manager for follow up action within 10 days.