



Wellington Electricity
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Kia ora,

Changes to the Distributed Generation Process at WE*

At Wellington Electricity, we have recently conducted a review and strengthening of our small-scale (>10kW) distributed generation process to improve accuracy and efficiency. We have made a number of changes that we hope will increase the speed that we can approve applications and ensure our ongoing compliance to the Electricity Industry Participation Code.

New Web-Based Application Forms

Our current application forms no longer meet the evolving needs of the network or our customers. Starting **Tuesday 29th October**, a new web-based application form will be available on our website at the following link:

<https://www.welectricity.co.nz/getting-connected/generating-your-own-electricity/small-systems-with-capacity-of-10-kilowatts-or-less-10kw/>

The information requested in the updated form has been revised to align with recent and upcoming changes to Part 6 of the *Electricity Industry Participation Code 2010* (Code). If you are not familiar with the Code, you can find it [here](#)

During this transition period, we will continue to accept paper or PDF applications until **January 2025**. An updated paper form, reflecting the new requirements, is also available alongside the web form for those preferring to use this option during the transition.

New Approval Certificates

We are pleased to announce that, as part of our ongoing efforts to enhance customer experience and streamline our approval process, we have transitioned from issuing approval emails to formal approval certificates.

These certificates provide a number of benefits, including offering customers a permanent, easily accessible record of their network approval, which can be kept for future reference.

In addition, the terms and conditions of the approval are now clearly outlined in the certificate, ensuring greater transparency and clarity. This shift ensures that all relevant information is readily available in a formalized document, reducing the potential for misunderstandings or the need for further clarification.

Follow-Up on Completion Paperwork

As part of our process changes, to ensure compliance with our regulatory obligations, we will now be following up with installers for the submission of the following documents:

- Certificate of Compliance (COC)
- Notice of Connection (NOC)
- Record of Inspection (ROI)

Please ensure these documents are provided as soon as installation is completed. Once we are notified of the proposed installation date or the installation of EG metering, we will initiate follow-up procedures.

In the event we do not receive all required documentation, or if there are concerns about compliance with our export limits, we may choose to take further action as outlined in Part 6.1, Section 7 of the Code to ensure adherence.

Distributed Generation Congestion Map

We are also excited to announce that within the next few weeks, we will be launching a congestion map on our website.

This map will display areas of network congestion, providing an approximate indication of the distributed generation (DG) hosting capacity. It can serve as a pre-screening tool to help you assess available hosting capacity in your preferred location before submitting an initial connection application. Please note that this map is a guide only - it will not be live data but will be routinely updated.

Reporting High Voltage on Solar Inverters to Wellington Electricity

If your customers are experiencing high voltage readings on their inverters, we do want to hear about it. Please email the details to WE_Customerservice@welectricity.co.nz. This information will be forwarded to our LV Working Group for review and planning of any necessary actions on the network side.

If you have any questions or feedback regarding these changes, please feel free to contact us at WE_Connections@welectricity.co.nz. We appreciate your cooperation as we work to enhance our processes for the benefit of all stakeholders.

Kind regards,
Wellington Electricity

