

1. Potential generators can request available capacity and generation connection information by contacting Centre Wellington Hydro Ltd.

Telephone: 519-843-2900

Email: enquiries@cwhydro.ca

2. Participants shall submit a Request for Pre-FIT Assessment Form, which can be downloaded from our website. Centre Wellington Hydro will issue a Pre-FIT Assessment letter, which will include the required information for applications to the Ontario Power Authority for a generator contract. (if applicable)
3. On receiving an OPA contract, the participant shall submit to Centre Wellington Hydro a Generator Connection Assessment Form along with the technical data of the generator and applicable drawings. Documentation required for processing are:
 - (a) copy of the OPA contract (if applicable)
 - (b) Generator Connection Assessment form with engineer's seal
 - (c) Single Line Diagram (SLD) of the generator and connection with engineer's seal
 - (d) technical information of the generator equipment (i.e. inverter)
 - (e) protection philosophy for the proposed generator
 - (f) information of the customer owned service transformer (if applicable)
4. Centre Wellington Hydro only allows parallel or direct connections to our distribution grid. Parallel connections have the generator circuit parallel to the load circuit at the service transformer. For direct connections a transformer is be utilized to interface directly with the utility distribution circuit.
5. The distribution system feeder circuits have minimum load requirements; therefore the total allocated generator name plate capacity of the feeder, including the proposed generation project and previously allocated capacity, shall not exceed the minimum load requirements of the feeder. Capacity is allocated on a first come first serve basis. As the distribution grid is a dynamic system these capacity limits change on a semi regular basis consequently each application will be reviewed on a case by case basis in order to not exceed the minimum load requirements of the distribution system.
6. Upon receiving the Generator Connection Assessment Form, Centre Wellington Hydro will notify the participant of the applicable deposit amount required for connection, which is dependent on the location, size of generator, metering requirements and available power services. This deposit is refundable. A Contract for Private work shall be signed and submitted by the participant to be included with the submitted deposit.
7. The connection deposit is spilt in to two parts; the first deposit amount consists of the cost of the revenue meter, instrumentation, engineering labour and Connection Impact Assessment (CIA). Our CIA normally takes about 2 months, which is performed by our engineering consultant. The second deposit is due after the CIA process is complete.
8. At the same time Centre Wellington Hydro's CIA is being completed Hydro One must complete a CIA as well, which will be completed on behalf of the generator. Centre Wellington Hydro's Generator Connection Assessment Form will be submitted to Hydro One part of the application. We will check the completeness of all documentation and send it to Hydro One for processing. Hydro One's CIA process normally takes two months from their documentation acceptance date.

9. When both CIA processes are complete, Centre Wellington Hydro will reassess any additional requirements for connection and issue the CIA assessment results and provide guidance for the participant to follow. This document will include a cost estimate to complete the final phase of the connection process.
10. Projects sized greater than 250kW in size will likely require full time monitoring that requires installation of a communication system, which shall be maintained by the participant.
11. It is recommended that the applicant start the procurement and installation only when both CIA processes are completed, the Hydro One Connection Cost Agreement (CCA) is accepted (if required) and have received the Notice to Proceed (NTP) from OPA. The applicant shall complete the project construction phase within the time frame the OPA has prescribed.
12. When construction is complete, the participant shall obtain and provide the Connection Authorization to connect from the Electrical Safety Authority (ESA).
13. Centre Wellington Hydro will make arrangements to install the revenue meter and give directions for the final connection process. The revenue meter will be a 4-Quadrant MIST type meter with phone modem and installed per Measurement Canada requirements. The generator shall maintain the phone line for metering data communication. A standard 120V receptacle is required to be installed in the metering cabinet.
14. Centre Wellington Hydro will assign a professional engineer to do an assessment of the generating system, protective control and device settings, metering facilities and witness a commissioning test. This assessment is according to Hydro One COVER commissioning test which verifies that the generator can produce power within the prescribed operating parameters and has adequate fault protection systems.
15. Centre Wellington Hydro will assign an authorized meter service company to do an as built metering plan, site specific loss factor calculation and metering documentation for submission to the OPA.
16. The generator shall obtain a general liability insurance coverage in the amount of two (2) million dollars (minimum, dependent on generator size) and name Centre Wellington Hydro Ltd. as additionally insured.
17. The generator must sign and submit the Connection Agreement and a copy of the insurance policy to Centre Wellington Hydro prior to connection and Energization.
18. Participants shall submit a Pre-authorize Payment Form with a void cheque along with a signed Application for Credit & Contract so a billing account can be setup.

Reference Documents:

- (a) Refer to OEB, Distribution System code Appendix F for generation connection process. http://www.oeb.gov.on.ca/documents/dscappf_100304.pdf
- (b) Refer to OEB, Distribution System code Appendix F.2 for technical requirements in connecting distributed generation to Centre Wellington Hydro's Distribution grid.
- (c) Refer to OEB, Distribution System code Appendix E for standard contractual terms and conditions in connection to Centre Wellington Hydro's Distribution grid.
http://www.ontarioenergyboard.ca/documents/cases/EB-2005-0447/appendixe_201206.pdf