

# STATE LOAD DESPATCH CENTRE, WBSETCL



**WBSETCL**

## Detailed Procedure of SLDC for Operationalization of Short Term Open Access

Prepared in Compliance  
with  
WBERC (Open Access) Regulations, 2022



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## FORMATS FOR SHORT TERM OPEN ACCESS TRANSACTIONS

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## 1. OUTLINE

1.1 This procedure is in accordance with Clause 16.1 of the West Bengal Electricity Regulatory Commission (Open Access) Regulations, 2022, dated August 1st, 2022, hereinafter referred to as the "Open Access Regulations."

1.2 This procedure shall apply to applications made for short-term open access for the use of the intra-state transmission system and/or distribution system, including any lines and/or systems used in conjunction with inter-state transmission lines in the state of West Bengal.

1.3 The application should be addressed to

Chief Engineer  
State Load Despatch Centre, WBSETCL,  
Danesh Sheikh Lane, Andul Road  
Howrah – 711109, West Bengal

Contact No.1: 033-26887698

Contact No.2: 033- 26416572

Contact No.3: 033- 26887693

E-mail : [wbsldc.enac@wbsetcl.in](mailto:wbsldc.enac@wbsetcl.in), [wbsldc.enac@gmail.com](mailto:wbsldc.enac@gmail.com), [wbsldc@gmail.com](mailto:wbsldc@gmail.com)

## 2. Eligibility Criteria for Short Term Open Access Application

2.1 Any applicant or open access customer intending to avail open access must be connected to the grid. The applicant should have a valid connectivity agreement with the STU/Distribution Licensee in whose system it is connected.

If an open access customer has connectivity in consumer mode with a distribution licensee, then the open access customer can apply for open access, and a connectivity agreement for open access purposes between the open access customer and distribution licensee needs to be signed.

Provided that if the connectivity agreement for open access is not signed, then the connectivity agreement in consumer mode will be treated for processing the application, and the grant of open access will be considered thereafter upon signing the connectivity agreement as per regulation 15(1)(d) of WBERC (Open Access) Regulations, 2022.

2.2 An applicant/open access customer with a connected load exceeding 1 MW in a single premise shall be eligible for open access. A consumer having a contract demand of 100KW and above shall be eligible to take green energy through green energy open access. There is no load limitation for captive consumers taking power under green energy open access.



2.3 Open access customers must have ABT-compliant interface meters (main & check) at all interconnecting points in line with CEA (Installation and Operation of Meters) Regulations 2006, as amended from time to time. Meters shall have the facility to communicate readings to the SLDC on a real-time basis (AMR).

2.4 A person declared insolvent, bankrupt, or having outstanding dues for more than one month in billing from a distribution/transmission licensee, nodal agency, or SLDC under any head, upon application, shall not be eligible for Open Access. In case a person, to whom open access has already been allowed, is declared insolvent, he shall not be eligible for open access from the date he is adjudged as insolvent.

2.5 A person against whom judicial proceedings are ongoing for power theft or unauthorized use of electricity or against whom a notice of disconnection has been issued u/s 56 of the Electricity Act 2003 by any licensee shall not be eligible for Open Access. If an Applicant for Open Access has already been charged and convicted by a court of law for having committed any offence under the Electricity Act 2003, his application for Open Access shall be considered only after a competent court of law sets aside the charge/acquits him.

2.6 If the applicant has critical load, then a backup power agreement with the connected licensee shall be required. Critical load refers to the load of essential services necessary for public safety and the well-being of the community.

2.7 The applicant must have a valid Power Purchase or Sale Agreement with the generating companies, traders, and others as applicable to him. No PPA is required if the transaction is done through a power exchange.

2.8 If the applicant is connected at 33kV and above voltage level, then it must have a 24x7 control room along with a dedicated communication system and real-time data display facilities with SLDC and/or ALDC as the case may be.

2.9 An Open Access Customer shall be eligible to re-apply for a fresh reservation of capacity for Open Access after the expiry of his Open Access term, subject to fulfilling the eligibility criteria as described in Open Access Regulations.

### 3. Registration

i) For intra-state transactions: Before applying for day-ahead bilateral and same-day transactions, applicants shall register themselves with SLDC by submitting an application in Format B1. They also need to submit a bank guarantee at least 7 days in advance from the date of commencement of actual transactions. However, if applicants agree to pay open access-related charges in advance (at least 3 working days prior to the commencement of the transaction), they will be exempt from furnishing any bank guarantee. The bank guarantee (BG) amount will be equivalent to 80% of the short-term open access charges for their intended transactions, subject to a minimum of Rs. 1 lakh. The Bank Guarantee shall be issued in favour of the Chief Engineer, State Load Despatch Centre, Howrah, WBSLDC FUND, State Bank



of India, Shalimar Branch, A/C No. 31131352012. The BG validation period shall not be less than 1 (one) year from the issuing date, with a further claim period of 3 (three) months.

For example: Let's consider an intra-state day-ahead transaction for 20 MW on a round-the-clock basis (RTC), with an intra-state transmission charge of Rs 250.00 / MWh. Total MWh capacity booked = (2096)/4 = 480 MWh, State transmission charges (Rs per MWh) = 250.00, Transmission charges amount (Rs) = (480\*250) = 120,000.00. Therefore, the required amount of BG = max {(80% of 120,000), 100,000} = 100,000.00.

For Advance Reservation and FCFS transactions, applicants/open access customers may register themselves with SLDC by submitting an application in Format B1 and are not required to submit a bank guarantee.

ii) For inter-state transactions: Applicants/open access customers willing to participate in inter-state transactions may also register themselves with SLDC by submitting an application in Format B1 and are required to submit a bank guarantee. However, for Advance Reservation and FCFS transactions, applicants/open access customers are not required to submit a bank guarantee.

#### 4. SUBMISSION OF APPLICATION

4.1 In the case of an Inter-State Short Term Open Access transaction or a transaction on the platform of the Power Exchanges, the relevant Central Electricity Regulatory Commission Regulations shall apply. The detailed procedure specified by the Regional Load Dispatch Centre (RLDC) must be followed. Simultaneously, the applicant has to submit the information in Format-1 as per WBERC (Open Access) Regulations, 2022, to the SLDC via email or any other communication medium mentioned by the SLDC from time to time. This submission should be accompanied by a non-refundable fee of Rs 5000/-. The SLDC will provide Concurrence/standing clearance as per clause no. 5.1 for such transactions, using the formats specified in the aforementioned regulations. The procedure for this shall also align with the governing regulations and procedures of CERC as amended.

4.2 An Application for scheduling Bilateral Transactions through Short-Term Open Access in the intra-State transmission/distribution system should be submitted to the State Load Despatch Centre in Format-1 (FORMAT-I: APPLICATION FOR GRANT OF OPEN ACCESS). This submission should include a non-refundable fee of Rs 5000/-. However, for Day-ahead or Same-Day/Contingency transactions, the application fee can be paid within 03 working days from the date of filing the application. The allotment priority will be as per the regulations and subsequent amendments thereto.

4.3 All payments should be made either through demand draft favouring WBSLDC FUND, payable in KOLKATA/HOWRAH, or through NEFT – WBSLDC FUND, HDFC BANK LTD., A/C No. 00080350001261, IFSC Code- HDFC0000008. Following the implementation of the SAMAST project, the SBI payment gateway will be available alternatively for all types of payments related to Short Term Open Access.



4.4 The following documents are required to be submitted during the application for intra-state short-term open access:

- (i) Application fees - Bank Draft/Pay Order/NEFT/RTGS.
- (ii) Copy of the connectivity agreement (only for the first-time application).
- (iii) Copy of PPA or sale-purchase agreement/Letter of Intent or Power Purchase/sale order through Short Term Open Access.
- (iv) Undertaking of not having entered into a Power Purchase Agreement (PPA) or any other bilateral agreement for the capacity (quantum of power) for which Open Access has been sought.
- (v) Copy of License/supporting documents, as applicable.
- (vi) Consumer must attach a copy of the latest bill from the distribution licensee to whom they are connected as a consumer and a copy of the bill payment receipt.
- (vii) Declaration of Critical Load.
- (viii) ABT meter details & meter diagram.
- (ix) Clearance of captive status from the respective Distribution Licensee required as per Order dated 21.06.2021 of WBERC.
- (x) An Affidavit is required to be submitted by the applicant stating that no offence has been committed by the applicant under the Electricity Act 2003 as mentioned in Para 2.4 above.

## 5. CONSENT OF DISTRIBUTION LICENSEE.

5.1 When a consumer is connected to a distribution system and seeks inter-State short-term open access or NOC for transactions in the power exchange, the SLDC asks the ALDC of the respective distribution licensee for their consent in the prescribed format (FORMAT – B3).

The ALDC has to submit their consent or reasons for denial in the prescribed format (FORMAT-B4). In case consent or reasons for denial are not received from the ALDC of the respective distribution licensee within 2 working days of receiving the request from the SLDC or within 4 working days from receiving the request from SLDC for the first time an application for STOA has been applied, the consent shall be deemed to have been granted.

5.2 When a consumer connected to a distribution system seeks intra-state short-term open access, the SLDC asks the ALDC of the respective distribution licensee for their consent in the prescribed format (FORMAT – B3).



The ALDC has to submit their consent or reasons for denial in the prescribed format (FORMAT-B4). In case consent or reasons for denial are not received from the ALDC of the respective distribution licensee within 3 working days of receiving the request from the SLDC, the consent shall be deemed to have been granted.

## **6. ADVANCE SCHEDULING FOR SHORT TERM OPEN ACCESS TRANSACTIONS**

6.1 An application for advance scheduling for an open access transaction may be submitted to the State Load Despatch Center up to the fourth month, considering the month in which the application is made as the first month.

6.2 A separate application shall be made for each month and for each transaction in a month.

6.3 (a) An application for intra-State scheduling during the fourth month shall be made up to the last day of the first month. The SLDC shall convey its acceptance or otherwise to the applicant, latest by the fifth day of the second month.

(b) An application for intra-State scheduling during the third month shall be made up to five (5) days prior to the close of the first month. The SLDC shall convey its acceptance or otherwise to the applicant, latest by the close of the first month.

(c) An application for intra-State scheduling in the second month shall be made up to ten (10) days prior to the close of the first month. The SLDC shall convey its acceptance or otherwise to the applicant five days prior to the last day of the first month.

6.4 If the SLDC does not anticipate any congestion on the transmission system and obtains concurrence from the distribution licensee as per clause 5.2, then the SLDC shall convey its acceptance in FORMAT-2.

6.5 If the SLDC rejects an application, it shall convey its reasons to the applicant in FORMAT-2A

## **7. e-BIDDING PROCEDURE**

7.1 Bids shall be invited from the concerned Applicants only for periods during which congestion is expected to occur.

7.2 The decision of the SLDC regarding expected congestion shall be final and binding.

7.3 Any Applicant intending to participate in bidding for Short-Term Open Access shall register and obtain the "User ID" and initial "Password" in advance from the SLDC for its Authorized User(s). The "Registered Users" will be issued a system-generated "User ID" and initial "Password" by the SLDC to enable them to submit their 'Bid' electronically. Upon receipt of the User ID and initial Password, the User shall immediately change the password. It shall be the responsibility of such Applicant to maintain its confidentiality/security and prevent its misuse.

7.4 The Applicants shall submit their 'Bid' electronically through the website of the SLDC.





7.5 The Bids shall be accepted up to the "bid closing time" as indicated on the website of the SLDC, designated for e-bidding. Modification/amendment to a bid, once submitted, including the submission of a second or subsequent bid by an Applicant, shall not be entertained.

7.6 In case the applicant does not participate in the e-bidding process, their application shall be considered as withdrawn.

7.7 Bidding process and the Approval of the Schedules of the bidders shall be as follows:

- a) The floor price for bidding for reservation of transmission or wheeling capacity shall be the charges for Short-Term Open Access related to transmission or wheeling, as the case may be.
- b) The bidders shall quote prices in terms of the floor price.
- c) No bidder shall be allowed to quote a price more than eight times the floor price.
- d) Reservation of transmission or wheeling capacity shall be made in decreasing order of the price quoted.
- e) In the case of an equal price quoted by two or more bidders, the reservation of transmission or wheeling capacity shall be made pro rata to the transmission or wheeling capacity sought to be reserved.
- f) The Short-Term Customer getting a reservation for a capacity less than the capacity sought by them and the Short-Term Customers getting transmission or wheeling capacity reservation equal to the capacity sought to be reserved shall pay the charges quoted by them.

## **8 SCHEDULING FOR SHORT TERM OPEN ACCESS TRANSACTIONS ON A "FIRST COME-FIRST-SERVED" BASIS**

8.1 Following Applications for Short Term Open Access shall be treated under the "FIRST COME FIRST SERVED" category.

- a) An application for scheduling a bilateral transaction is received during the last ten (10) days of the first month.
- b) An application for scheduling a bilateral transaction that commences in the same month as the application, provided that such application is received by SLDC at least four (04) days in advance of the date of commencement of the bilateral transaction.

8.2 All applications received by SLDC up to 1700 hrs in a day shall be processed together and considered to have the same priority. Applications received after 1700 hrs of a day shall be treated as received on the next day.

8.3 Granting such open access depends on the availability of transmission and/or wheeling capacity



## **9. SCHEDULING FOR DAY-AHEAD TRANSACTION**

9.1 Applications for open-access transactions received within three (3) days prior to the scheduling date and up to 15:00 hrs on the day immediately preceding the scheduling day shall be processed as if received together and will be treated equally.

9.2 Applications for day-ahead Short-Term Open Access (STOA) for power exchange transactions shall take priority over STOA for bilateral transactions.

9.3 Applicants willing to participate in Day-ahead STOA shall register themselves with SLDC and need to submit a bank guarantee as specified in Format-B1.

## **10. SCHEDULING OF TRANSACTIONS IN A SAME-DAY / CONTINGENCY**

10.1 In the event of an emergency, the buyer or a trader on its behalf may locate a source of power to meet short-term emergency requirements on the same day, in real-time, and submit an application to the SLDC.

10.2 Open Access for emergency requirements will be decided by the SLDC depending on the grid conditions.

10.3 Applicants willing to participate in same-day STOA shall register themselves with the SLDC and need to submit a bank guarantee as specified in Format-B1.

10.4 For contingency transactions, no advance registration or bank guarantee is required, but the applicant shall make all payments within three working days of such transactions.

## **11. SCHEDULING OF TRANSACTIONS IN POWER EXCHANGE**

11.1 Procedures for open access through power exchange shall comply with the CERC ST Regulations or the relevant applicable regulations of CERC, as the case may be.

11.2 Applications for granting open access through power exchange shall be submitted through the National Open Access Registry (NOAR).

11.3 SLDC shall issue a No Objection Certificate (NOC) to the applicant based on the availability of transmission and/or wheeling capacity.

11.4 The quantity specified in the NOC may be reduced by SLDC and/or ALDC in the interest of real-time network safety



## 12. Criteria for Eligibility for Short-Term Open Access (STOA)

An applicant or open-access customer becomes eligible for STOA when surplus capacity is available on the intra-State transmission system or distribution system after being utilized by long-term and medium-term customers. This eligibility is based on:

- a) Inherent Design Margins, Total Transmission Capability (TTC), and Transmission Reliability Margin (TRM);
- b) Margins resulting from variations in power flows at different times of the day;
- c) Margins stemming from built-in spare transmission/distribution capacity created to accommodate future load growth.

## 13. REVISION OF SCHEDULE

13.1 The Short-Term Open Access Schedule accepted by the SLDC in the case of "Advance Scheduling" or on a "First-Come-First-Served basis" may be cancelled or revised downwards by the Applicant by giving a minimum of two (2) days' notice. The notice period shall exclude the day on which notice is served and the day on which revised schedules are to be implemented.

13.2 The accepted schedules for Day-Ahead transactions and transactions in a Contingency shall not be revised or cancelled.

13.3 The applicant who has requested a revision or cancellation of the accepted schedule shall pay the transmission and wheeling charges for the first two (2) days of the period for which the cancellation or downward revision of the schedule, as the case may be, has been sought. This payment shall be in accordance with the schedule originally approved by the SLDC. Thereafter, charges shall align with the revised schedule prepared by the SLDC during the period of such cancellation or downward revision.

## 14. CURTAILMENT IN CASE OF CONGESTION IN TRANSMISSION / DISTRIBUTION SYSTEM

14.1 In the event of transmission and/or wheeling constraints due to congestion in the transmission and/or distribution system, it becomes necessary for the SLDC to curtail power flow already scheduled for the applicants on a transmission and/or distribution system. Curtailment shall be made as per SLDC observations to relieve transmission and/or wheeling constraints and enhance grid security.

14.2 Subject to the provisions of the State Grid Code, when canceling or curtailing any transaction among short-term, medium-term, and long-term transactions, short-term transactions shall be canceled or curtailed first, followed by medium-term, and thereafter long-term transactions.



14.3 Among short-term transactions, bilateral transactions shall be canceled or curtailed first, followed by collective transactions. Open Access to a distribution licensee will be the last to be curtailed within a category.

14.4 During an emergency period, curtailment shall be made as per decisions of the ALDC and/or SLDC.

## 15. CHARGES FOR SHORT TERM OPEN ACCESS

15.1 Payments related to Short Term Open Access shall be made by the applicant to the SLDC. The Applicant shall make the following payments to the SLDC:

(a) **Application Fees:** An application for Short Term Open Access shall be accompanied by a non-refundable fee of Rupees five thousand (Rs 5000/-) only. This payment can be made within three (03) working days from the date of filing the application.

(b) **Transmission Charges:** For Short Term Open Access, the advance payment for the full amount of capacity booked in MW towards transmission charges shall be deposited by an Open Access Customer to the SLDC. The advance payment can be made within three (03) working days of the grant of the Short Term Open Access.

(c) **Scheduling Charges:** The scheduling charges will be Rs 1000/- per day or part of the day for each bilateral transaction for intra-state open access where both the injection point and drawal point lie either on the intra-state transmission system or the distribution system of the Distribution Licensee.

(d) **DSM Charges:** An Open Access Customer shall pay the Deviation Settlement Charge for deviation from the schedule according to the "DSM Bill" raised by SLDC as per DSM Regulations of WBERC & Balancing and Settlement Code of the Commission. The bill is prepared weekly and collected by SLDC.

(e) **Reactive Charge:** An Open Access Customer shall pay the Reactive Charges as per Regulations. The bill is prepared weekly and collected by SLDC.

(f) **Meter Reading and Other Related Charges:** SLDC will collect charges for meter reading and other related charges, including the charge for communicating meter reading to SLDC, from the open access customer at the rate of Rs. 3,000/- per month for each meter.

15.2 Payments related to Short Term Open Access shall be made by the applicant to the concerned ALDC. The Applicant shall make the following payments to the concerned ALDC:

(a) The Open Access Customer shall pay the wheeling charges as applicable, at the rates specified by the Commission from time to time.

(b) The Open Access Customer shall pay the cross-subsidy surcharges as applicable, at the rates specified by the Commission from time to time.



(c) The Open Access Customer shall pay an additional surcharge, in addition to wheeling charges and cross-subsidy surcharge, as applicable, at the rates specified by the Commission from time to time.

## **16. DEFAULT IN PAYMENT OF SHORT-TERM OPEN ACCESS CHARGES**

16.1 In the event of default in payment of the application fee or the charges specified under the Regulations, the SLDC may, at its discretion, choose not to schedule the transaction, cancel the scheduling of an already scheduled transaction, or refuse to entertain any future applications from such an applicant until their outstanding dues are cleared.

16.2 Late Payment Surcharge, as applicable for consumers according to the WBERC Tariff Regulation 2011 (as amended), shall be payable by an Open Access Customer for any payment made after the due date

## **17. Metering.**

17.1 The Open Access customer must arrange for the installation of an ABT-compliant interface main and check meters at all interconnecting points. Meters shall be provided at the point of injection and at the point of drawal, and if required, at any interconnecting point. The cost of meters shall be borne by the concerned open access customer or connected licensee as per the connectivity agreement.

17.2 The technical specifications of the ABT meters must be approved by STU, and the point of installation of the ABT meters shall comply with the Agreement in accordance with CEA (Installation and Operation of Meters) regulations, 2006, and subsequent amendment regulations.

17.3 The meter shall be duly tested and sealed by STU and shall also undergo checking/testing at the site by representatives of the Customer and Distribution Licensee/STU, as applicable, after installation.

17.4 The main and check meters shall be periodically tested and calibrated by STU/Distribution Licensee as per requirements.

17.5 The installed meters shall have the facility to communicate the readings to the SLDC on a real-time basis, and the cost pertaining to arrangements for communication of meter readings to SLDC in the AMR system has to be borne by applicants. In case of a problem in communicating readings through AMR for any reason, readings of the main and check meters shall be taken by an authorized representative of the concerned Licensee/customer or his representative and communicated to SLDC within 48 hours.

17.6 Check meter readings shall be considered when the main meter is defective. The defective meter shall be replaced immediately by the concerned licensee at the customer's cost.

17.7 When both the main and check meters are defective, a standby meter (at the other end) will be considered for energy accounting purposes. If a standby meter is not available, then energy accounting will be done as per SLDC decision.



## 18. SCHEDULING:

18.1 Scheduling of inter-state open access transactions shall be done by ERLDC in accordance with CERC Regulations and incorporated into the SLDC schedule.

18.2 Scheduling of intra-state open access transactions shall be done by SLDC.

18.3 Scheduling of all transactions following the granting of open access shall be carried out on a day-ahead basis in accordance with the relevant provisions of IEGC for inter-state transactions and in accordance with the State Grid Code for intra-state transactions.

## 19. Energy Accounting

Energy accounting will be done in accordance with the Balancing and settlement code and the Tariff Regulations.

## 20. Communication Facility

20.1 An Open Access Customer shall arrange online, real-time data display facilities (MW, MVAR, VOLTAGE, CURRENT, etc.) with SLDC and/or ALDC. The costs toward the communication equipment up to the nearest grid sub-station or the SLDC/ALDC, as applicable, shall be borne by the open access customer.

20.2 An Open Access customer shall establish round-the-clock arrangements or a control room to receive instructions from the SLDC and/or communicate with the Licensee and others through telephone, mobile, email, etc.

## 21. Energy Losses:

The STOA customer shall bear the losses as follows:

(a) **Inter-State open access:** The buyers and sellers shall absorb apportioned energy losses at the CTU-STU boundary in accordance with the provisions specified by the Central Electricity Regulatory Commission.

(b) **Intra-State open access:** The open access customer shall bear the transmission and distribution losses as follows:

**EHV** - As per the normative transmission loss percentage of WBSETCL specified in the Tariff Regulations at the point of injection at the said voltage level.



**HV** - 4% of the energy injected at the point of injection at the said voltage level or the norms of the distribution loss of the distribution licensee, whichever is less.

**LV & MV** - Normative distribution loss percentage of the energy injected at the point of injection at the said voltage level. The normative distribution loss in percentage will be the same as that of the concerned distribution licensee with whom the Open Access Customer is connected, as per Tariff Regulations or latest Tariff Orders in case of non-availability of such value in Tariff Regulations.

## 22. GENERAL CONDITIONS

22.1 The Open Access Customer shall abide by the SLDC schedule and comply with all directions issued by SLDC.

22.2 After granting open access, an applicant shall execute an open access agreement with STU or with STU and the relevant transmission licensee/distribution licensee, and a copy of the same shall be furnished to SLDC.

22.3 All costs/expenses/charges associated with the application, including the Bank Draft, shall be borne by the Applicant.

22.4 Any incomplete/vague application and an application not found in conformity with these Procedures and Regulations shall be summarily rejected.

22.5 None of the charges payable by the Applicant(s) and/or any other entities involved in the transaction shall be adjusted by them against any other payments/charges.

22.6 The Applicant shall abide by the provisions of The Electricity Act 2003, Indian Electricity Grid Code, CERC Regulations, State Grid Code, and WBERC Regulations, as amended from time to time.

22.7 If such a need arises, SLDC shall revise and amend the detailed procedure in line with the guidelines and directions of the Commission.

22.8 The applicant shall keep the SLDC indemnified at all times and shall undertake to indemnify, defend, and save the SLDC from any damages, losses, claims, and actions, including those relating to injury to or death of any person or damage to property, demands, suits, recoveries, costs, and expenses, court costs, attorney fees, and all other obligations by or to third parties arising out of or resulting from the transactions.

22.9 After the implementation of SAMAST, all processes like registration, submission of applications, approval/consent/rejection, etc., will be done through the WBSLDC web portal. The final date of implementation of this process will be intimated by SLDC



APPLICATION FOR GRANT OF OPEN ACCESS  
(To be submitted by Open Access Customer)

To  
The (Name and address of Nodal Agency):

1. Application No.:
2. Name of the Applicant:
3. Address for Correspondence:  
Phone No. (Off)  
Email id:
4. A) Category of the applicant: Licensee/Consumer/Generating Company/PPP:  
B) Contract demand, if consumer (MW/MVA):  
C) Open Access Consumer No :
5. Type of open access: Long-Term Open Access  
(Please mark appropriately) Medum-Term Open Access  
Short-Term Open Access
6. Source of Open Access: Captive/Name of Power exchange/generator/licensee
7. Type of Generation(If applicable): RE/Thermal/Hydel/Co-generation
8. Details of Coordinators of the Applicant-  
Name:  
Designation:  
Phone No.: (Off) (Res)  
Fax: Mobile: E-Mail Address:
9. Capacity Applied

Period		Time Period		Capacity needed / Max. Power to be conveyed (MW)
From (Date)	To (Date)	From (Hrs)	To (Hrs)	

10. Injecting Agency Details:  
Name:  
Point of Injection:  
Name of concerned SLDC/ALDC:  
Interface Meter already Installed: Yes / No  
Real time Communication Facility with Connected Licensee and/or SLDC:  
Ready / Not Ready (as applicable):
11. Drawee Agency Details:  
Name:





Point of Drawal:

Name of concerned SLDC/ALDC:

Interface Meter already Installed: Yes / No

Real time Communication Facility with Connected Licensee and/or SLDC:

Ready / Not Ready (as applicable):

12. Name and details of other agencies involved, if any:

13. Non-Refundable Application Fee (Please fill up the amount as appropriate)

Long-Term Open Access:

Medum-Term Open Access:

Short-Term Open Access:

Bank Draft/Pay Order No./RTGS or NEFT Reference:

Dated:

In favour of:

Payable at:

14. Short notes may be attached covering the following (to the extent relevant):

- Generation planned.
- Power purchase contracted
- Power factor
- Potential hazards concerning public safety in line with the Environment (protection) Act. 1986 and other applicable laws,
- Reactive compensation programme
- Harmonic distortion
- Peak load
- Average load
- Periods with time slab in line with concerned Grid Code(s)
- Any other information as may be required
- Whether Backup Power or Emergency Power is required

15. Whether Applicant has Critical Load in terms of Regulation 4.10 of The West Bengal Electricity Regulatory Commission (Open Access) Regulations, 2022 ? Yes / No

16. List of applicable formats being submitted along with this application in terms of Regulation 9.10 9(a) of The West Bengal Electricity Regulatory Commission (Open Access) Regulations, 2022.

17. Other Terms:

a) It is hereby certified that all agencies (including buyer, seller, trader etc.) to the transaction shall abide by the provisions of the “West Bengal Electricity Regulatory Commission (Open Access) Regulations, 2022”.

b) The Applicant hereby agrees to pay all the relevant charges applicable to him in terms of the “West Bengal Electricity Regulatory Commission (Open Access) Regulations, 2022” and Regulations under the Act.

c) The Applicant hereby agrees to keep the concerned SLDC, STU, Transmission Licensee and Distribution Licensee indemnified at all times and undertakes to indemnify, defend and save



the concerned SLDC, STU, Transmission Licensee and Distribution Licensee harmless from any damages, losses, claims and actions relating to injury to or death of any person or damage to property, demands, suits, recoveries, costs and expenses, court costs, attorney fees, and all other obligations by or to third parties, arising out of or resulting from the transactions under this Approval.

d) Any other information/details that may be required by the concerned Transmission Licensee(s) / STU/ SLDC/ Distribution Licensee shall be provided promptly by the Applicant.

Place:  
Dated:

Signature:  
Name:  
Designation:  
Seal of the office of the Applicant:

Enclosures:

- 1) Bank draft/ Pay Order/ NEFT /RTGS remittance.
- 2) Copy of connectivity agreement.
- 3) Copy of PPA or sale-purchase agreement/ Letter of Intent or Power Purchase/ sale order through Short Term Open Access.
- 4) Undertaking of not having entered into a Power purchase agreement (PPA) or any other bilateral agreement for the capacity (quantum of power) for which Open Access has been sought.
- 5) Copy of agreements/ MOUs as applicable
- 6) Copy of License / supporting documents, as applicable.
- 7) Copy of the latest bill as consumer and receipt of bill payment establishing nil dues.
- 8) Notes (As per Item 12 of the Format-1).

Copy to:

- a) SLDC (if different from Nodal Agency)
- b) Transmission Licensee (if different from the Nodal Agency and who owns the transmission line through which power to be transmitted).
- c) Distribution Licensee (in whose distribution network the point of drawal of power is located).
- d) Distribution Licensee (if the point of injection is located in the Distribution system of the Distribution Licensee).

Note: In the event the application is made under regulation 9.1(g), full particulars relating to the intervening transmission facility are to be provided in the application.

Date & Time of Receipt of Application	
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**CONSENT FOR OPEN ACCESS**  
(to be issued by Nodal Agency/ SLDC)

1. Consent No.:
2. Name of the Applicant & Open Access Consumer No.:
3. Category of Applicant:
4. Name of Injecting Agency:
5. Name of Drawee Agency:
6. Name of Other Agencies Involved, if any:
7. Open Access Capacity Applied:

Period		Time Period		Capacity needed/ Max. Power to be conveyed (MW)
From (Date)	To (Date)	From (Hrs)	To (Hrs)	

8. Open Access Capacity Approved:

Period		Time Period		Capacity needed/ Max. Power to be conveyed (MW)
From (Date)	To (Date)	From (Hrs)	To (Hrs)	

9. Source of open access: Captive/ Name of power exchange/ generator/ licensee
10. Type of generation: RE/ Thermal/ Hydel/ Cogeneration etc.
11. Point of Injection:
12. Point of Drawal:
13. Interface Meter
  - a) If already Installed then what other procedures to be completed
  - b) If not already installed then whether Interface meter is available with the concerned Licensee
14. 24x7 Real Time Communication Facility
  - a) Readiness of the Facility with Licensee
  - b) Readiness of the Facility with the SLDC
15. Name of concerned SLDC
16. Name of concerned ALDC
17. Whether Applicant has Critical Load in terms of Regulation 4.10 of The West Bengal Electricity Regulatory Commission (Open Access) Regulations, 2022? Yes / No
18. This approval is subject to full payment of requisite charges made by Applicant on or before the due date as specified by the West Bengal Electricity Regulatory Commission.
19. This approval is subject to:



- a) The Licensee holding a license valid under the Act,
- b) The West Bengal Electricity Regulatory Commission (Open Access) Regulations, 2022.
- c) The responsibility of ensuring compliances with the provisions of the Electricity Act, 2003, applicable Rules and Regulations/ Codes shall lie with the Applicant/ Open Access Customer.
- d) Signing of an Agreement or for Short-term open access LOI other than agreement and furnishing of following information:

Agreement / LOI-Details (needs to be filled up only relevant agreement details)					
With		Date	Max. (MW)	Capacity already Utilised Earlier	Balance MW

Place:  
Dated:

Signature:  
Name:  
Designation:  
Seal of the office of the Nodal Agency / SLDC

To:  
(Applicant) \_\_\_\_\_

Copy to:

- a) SLDC (if different from the Nodal Agency)
- b) Transmission Licensee (if different from the Nodal Agency and who own the transmission line through which power is/are to be transmitted).
- c) Distribution Licensee (in whose distribution network the point of drawal of power is located).
- d) Distribution Licensee (If the point of injection is located in the Distribution system of the Distribution Licensee).



DECISION ON OPEN ACCESS, WHERE IMMEDIATE OPEN ACCESS CAN NOT BE GRANTED  
(to be issued by Nodal Agency / SLDC)

1. Name of the Applicant:
2. Category of the Applicant:
3. Name of Injecting Agency:
4. Name of Drawee Agency:
5. Name of Other Agencies Involved, if any:
6. Open Access Capacity Applied:

Period		Time Period		Capacity needed/ Max. Power to be conveyed (MW)
From (Date)	To (Date)	From (Hrs)	To (Hrs)	

7. Open Access cannot be granted immediately due to the following reasons:  
(Attached sheets, if required, including extracts of relevant correspondence with appropriate Licensees)

Place:  
Dated:

Signature:  
Name:  
Designation:

Seal of the office of the Nodal Agency / SLDC

To  
(Applicant) \_\_\_\_\_  
Copy to:

- a) SLDC (if different from the Nodal Agency)
- b) Transmission Licensee (if different from the Nodal Agency and who own the transmission line through which power is/are to be transmitted).
- c) Distribution Licensee (in whose distribution network the point of drawal of power is located).
- d) Distribution Licensee (If the point of injection is located in the Distribution system of the Distribution Licensee).



## Application for Registration

1. Registration No. (If already registered):
2. Name of Applicant:
3. Address for Correspondence:
4. Contact Details:
  - a. Name of Contact Person-
  - b. Designation-
  - c. Contact No.-
  - d. E-Mail-
5. Nature of Applicant (Trader/DISCOM/IPP/IPP/Generator (other than IPP & CPP)/Others):
6. Whether the Generator is RE:  
(if yes, please mention the Category)
7. Trading Licensee No. and type (if applicable):
8. Point of Injection /Withdrawal:
9. Connectivity Details to the grid to be enclosed along with details of boundary meters.
10. Maximum Power to be drawn/injected through Open Access:
11. ABT meter details:
  - a) Whether Main the meter is provided?
  - b) Whether a Check meter is provided?
12. Details of Bank Guarantee (For Day-ahead and Same-day transaction):
13. GST number:
14. PAN and TAN numbers:
15. Bank account number:
16. Bank / Branch name:
17. Bank IFSC code:
18. Bank address:



19. Declaration:

a. It is hereby agreed that MOU/Agreements between buyer/seller/trader shall be executed before the application for Short Term Open Access is made and shall be produced on demand.

b. All entities including buyer/seller/trader to the transaction shall abide by the provisions of the West Bengal Electricity Regulatory Commission (Open Access) Regulations, 2022 and Terms and conditions of tariff regulations, 2011 and State Electricity Grid Code regulations, 2007 & subsequent amendment.

Date:

Place:

Signature:

Name:

Designation:

Encl:

1. Copy of Connectivity details to the Grid.
2. BG details
3. Copy of Trading license
4. Copy of PAN card & TAN registration
5. Cancelled cheque

N.B: The Bank guarantee amount will be equivalent to 80% of the short-term open access charges for its intended transactions subject to a minimum of Rs. 1 lakh.



## Intimation of Registration

1. Registration No.:
2. Name of Applicant:
3. Address for Correspondence:
4. Contact Details:
  - a. Name of Contact Person-
  - b. Designation-
  - c. Contact No.-
  - d. E-Mail-
5. Nature of Applicant (Trader/DISCOM/IPP/PP/Generator (other than IPP & CPP)/Others):
6. Category of RE:
7. Trading Licensee No. and type (if applicable):
8. Point of Injection /Withdrawal:
9. Maximum Power to be drawn through Open Access:

Date:  
Place:

Signature:  
Name:  
Designation:





## Views/Suggestion of Distribution License

To the Distribution Licensee: .....

1	Application No.:	Date:
2	Applicant Name:	
3	Registration No.:	

4	Buyer / Seller details		
		Injecting Entity	Drawee Entity
	Name of the Entity		
	Entity in which embedded		
	Point of Injection:		
	Point of Drawal:		

Whether the consumer is having any outstanding dues against billing for more than one month:	
--	--

5	Concurrence requested from Distribution Licensee				
	Date		Hours		MW
	From	To	From	To	

Date:  
Place:

Signature:  
Name:  
Designation:



### Consent/Denial from Distribution Licensee

Consent No. (To be issued by the Distribution Licensee):

1	Application No.:	Date:
2	Applicant Name:	
3	Registration No.:	

4	Buyer / Seller/Captive source details		
		Injecting Entity	Drawee Entity
	Name of the Entity		
	Entity in which embedded		
	Concerned SLDC/RLDC		
	Voltage level		

5	Concurrence requested from Distribution Licensee				
	Date		Hours		MW
	From	To	From	To	



6	Concurrence accorded by Distribution Licensee				
	Date		Hours		MW
	From	To	From	To	

- A curtailed concurrence (or no concurrence) is being granted on account of.....  
.....  
.....

- Any other relevant information:  
.....  
.....  
.....

Signature (With Stamp)  
Name:  
Designation:



## DECLARATION OF CRITICAL LOAD

1. Registration No. (If already registered):
2. Name of Open Access Customer:
3. Address for Correspondence:
4. Contact Details:
  - a. Name of Contact Person-
  - b. Designation-
  - c. Contact No.-
  - d. E-Mail-
5. Trading Licensee No. and type (if applicable):
6. Point of Injection /Withdrawal:
7. Maximum Power to be drawn through Open Access:
8. Connected Load:
9. Whether Applicant has Critical Load in terms of Regulation 4.10 of The West Bengal Electricity Regulatory Commission (Open Access) Regulations, 2022      Yes / No  
(if yes please mention the Quantum of Critical Load (in MW))
10. Any arrangement of Backup Power for Critical Load? Yes / No  
(if yes please attach the Backup Power agreement; if no provide information / in case of not taking backup power in spite of having a critical load.)

I, hereby, declare that the particulars given above are correct and complete.

Date:  
Place:

Signature:  
Name:  
Designation:  
Seal of the office of the Applicant:



**Consent Letter for Critical Load**  
(To be issued by the Consumer)

[After acceptance of open access application or during operationalisation of open access of applicant if State Government or Central Government or appropriate statutory authorities or Court of Law issue the quantum of critical load then such applicant file this consent letter and send the same to SLDC within 07 working days from the date of receiving of information regarding critical load]

To  
The SLDC, WBSETCL

I / We \_\_\_\_\_ the undersigned have applied for Open Access (App No.....) from \_\_\_\_\_ (hh : mm of dd/mm/yyyy) to \_\_\_\_\_ (hh : mm of dd/mm/yyyy) for capacity \_\_\_\_\_ (MW) and point of injection is \_\_\_\_\_ and the point of drawal is \_\_\_\_\_. The maximum power to be drawn through open access is \_\_\_\_\_ (MW) and connected load is \_\_\_\_\_ (MW).

The Quantum of Critical Load is \_\_\_\_\_ (MW) as per direction of State Government or Central Government or appropriate statutory authorities or Court of Law has been issued on \_\_\_\_\_ (dd/mm/yyyy).

I hereby declare that the statements made hereunder are true and correct to the best of our knowledge and belief.

Date:  
Place:

Signature:  
Name:  
Designation:  
Seal of the office of the Applicant

