

OCOTILLO WATER CONSERVATION DISTRICT

**Distributed Generation Checklist**

REVISION NO.: 0

EFFECTIVE: 08/01/2023

**Before submitting your application for Customer Owned Distributed Generation, please make sure you have completed the following steps and included ALL the following:**

- Complete and sign the "**Application for Operation of Customer Owned Distributed Generation**" form. The Form must include:
  - Customer Email Address
  - Total Site Load (DC) and DG Rating (AC) in Kilowatts, and Annual Estimated Generation
  - All Module and Inverter Information
  - Storage Capacity in Kilowatt-hours, if DG is coupled with Energy Storage
- The "**Agreement for Interconnection of Customer Owned Distributed Generation**" form *must* be **Signed and Initiated by Customer (Required) and Signed by OWCD's Operation's Manager**
- "**Rider No. 01— Distributed Generation**" acknowledgement
- Site Map & Plan**
- Line Diagram — please include:**
  - PV Meter Socket
  - An electrical note if using Current Transformers (CTs)
- All Equipment Cut Sheets**
- Proof of Purchase or Copy of signed Lease Agreement** (if leasing system).
- Copy of OWCD's Utility Bill - for reference (N/A for New Builds)**

**Once the application is approved, the Contractor / Customer will receive a Letter of Approval for Interconnection from OWCD/ED3. Once your System has been installed by your Contractor, the following are required:**

- Clearance for Connection (Required) from the City of Chandler or Maricopa County before the Final OWCD/ED3 Commissioning Inspection can be scheduled.
- Final Commissioning Inspection performed by OWCD or its Authorized Representative (ED3).

**Final Commissioning Inspection** is required **PRIOR** to connecting the Distributed Generation System to OWCD's electric grid. Once the Final Commissioning Inspection passes, OWCD will install electric meter and have the DG System turned on.

- Under no circumstances can DG Systems, or a portion thereof, be energized **until they have been successfully commissioned** by OWCD/ED3.
- OWCD allows electronic signatures using DocuSign eSignatures **only**. Please be sure to use the frame box that accompanies the eSignature before you submit for approval.
- Currently OWCD does not supply the production meter, however, this is subject to change at any time.
- Costs incurred by OWCD for the additional or replacement of equipment in order to accommodate a Distributed Generation (DG) System will be borne by the Customer.

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If you have any questions about any of the items listed above, please contact Customer Service at (520) 424-9021 or [dg@ed-3.org](mailto:dg@ed-3.org).