

FIT connection process

1. FIT participants can request available capacity information and FIT generation connection through email or a letter. Participants shall submit a request for Offer to Connect form, which can be down loaded from our website. OPDC will issue an offer to connect document, which is essential for application of OPA FIT contract.
2. On receiving the OPA contract, the participant shall submit OPDC connection assessment form along with technical data of generator and applicable circuit diagram. Documentation required for processing are (a) copy of OPA contract (b) Connection assessment form with engineer's seal (c) connection circuit diagram (single line diagram) with engineer's seal (d) Information of generator inverter and solar panels and (e) information of customer owned main supply transformer.
3. Orillia Power will allow only parallel or direct connection to our distribution grid. Parallel connection is to connect the generator circuit parallel to the load circuit at the main service transformer. For direct connection a transformer can be utilized to interface with utility distribution circuit.
4. Orillia Power will notify the participant of applicable deposit amount depending on location, size of generator, meter requirements and available power services. This deposit is refundable.
5. The deposit amount consists of the cost for meter, instrumentation, labour to connect and connection impact assessment (CIA). Our CIA normally takes 2 to 3 months, which is performed by our engineering consultant.
6. At the same time we need to submit an application to Hydro One for their CIA process of which we will be conducting as FIT participant's agent. Our connection assessment form will be used as Form B application to submit to Hydro One. We will check the completeness of the documentation and send them to Hydro One for processing. Hydro One CIA process may take at least two months from their document acceptance date.
7. When both CIA processes are complete, Orillia Power will reassess the additional requirement for connection and issue a statement for the participant to follow. FIT applicant shall start the procurement and installation only when both the CIA processes are completed and approved to go ahead. The applicant shall complete the project construction phase within the time frame OPA has prescribed.
8. When construction is complete, obtain and provide the necessary proof of authorization to connect from the Electrical Safety Authority.
9. Orillia Power Engineering department will make arrangements to install the revenue meter and give directions for final connection process.
10. Orillia Power 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 will be similar to Hydro One (COVER)



Orillia Power Distribution Corporation

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commissioning test which verifies that the generator can produce power within the prescribed operating parameters and fitted with adequate fault protection system.

11. Orillia Power will assign an authorized meter service company to do an as built metering plan, loss factor calculation and metering documentation for submission to OPA.
12. Obtain general liability insurance coverage in the amount of (\$5 million) and name Orillia Power Distribution Corporation as co-insured.
13. Sign and submit the Connection Agreement, Connection Authorization document and a copy of the insurance policy to Orillia Power.
14. Participant shall submit a OPDC Pre-authorize Payment form and a void cheque.