

# Guide to making a notification online



## Guide to the online notification of connecting small scale generation

If you need any more help to complete this form, please contact us:  
[getconnected@northernpowergrid.com](mailto:getconnected@northernpowergrid.com)

**0845 070 2703** Opening hours: Monday - Friday 8:00am - 8:00pm  
Saturday 9:00am - 5:00pm

In accordance with ESQCR Regulation 22(2)(c) the installer is to ensure that the DNO is made aware of the SSEG installation within 28 days of the time of commissioning.

The single premises connection procedure is for the installation of a single SSEG or multiple SSEGs (provided the aggregate capacity is not more than 16A) within a single customers installation, connected in parallel with the Northern Powergrid Network.

This procedure does not apply where an installer plans (within the next 28 days) or has already installed other SSEGs in a close geographic region.

Failure to comply may lead to the disconnection of the customers installation or failure of the SSEG to operate as intended.

### HELP WITH SECTION 1 LOGIN OR REGISTRATION

If you have used our online connections services before, please login using your email address and password.

*Don't worry, if you have forgotten your password we can help you to reset it, just click on the 'forgotten your password' link.*

If this is the first time you have applied online please register to create an online account.

CONNECTIONS ENQUIRIES: 0845 070 2703 MON - FRI: 8am - 8pm SAT: 9am - 5pm [LOGIN OR REGISTER](#)

You are applying for a New Connection Full Quotation

TIME REQUIRED TO APPLY ONLINE: APPROX 30 MINS

WE JUST NEED TO TAKE SOME DETAILS...

Already got an account with us? Login here:

Email address\*  Password\*

[LOGIN](#)

[Forgotten your password?](#)

NOT REGISTERED? Take a few moments to register and get access to our full range of online self service applications. [REGISTER HERE](#)

[DON'T WANT TO APPLY ONLINE?](#) Download our application form here

### HELP WITH SECTION 1a REGISTRATION

Please provide your full correspondence address including any street number and your full postcode. It is often easier to contact you by email or mobile phone. Please provide these details if you are happy for us to contact you via these methods.

You are applying for a New Connection Full Quotation

TIME REQUIRED TO APPLY ONLINE: APPROX 30 MINS

\* Signifies mandatory fields

[LOGIN HERE](#)

<b>YOUR DETAILS</b>	<b>YOUR ADDRESS</b>
Title <input type="text"/>	Property name/number *
First Name * <input type="text"/>	Address Line 1 * <input type="text"/>
Surname * <input type="text"/>	Address Line 2 * <input type="text"/>
Your Company name <input type="text"/>	Address Line 3 * <input type="text"/>
Nature of Business <input type="text"/>	Address Line 4 <input type="text"/>
Your Phone Number * <input type="text"/>	Postcode * <input type="text"/>
Your Mobile Number <input type="text"/>	Country * <input type="text" value="United Kingdom"/>
<b>LOGIN DETAILS</b>	
Your Email Address * <input type="text"/>	Create a Password * <input type="password"/>
	Confirm Password * <input type="password"/>

[REGISTER](#) [CANCEL](#)

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## HELP WITH SECTION 2 SITE AND OWNER DETAILS

For each notification, we will provide you with a unique Northern Powergrid reference number.

If you have multiple notifications with us, you may want to provide a different reference for each. This will help with identifying each one if we need to discuss them with you.

You need to provide us with the full address including street number and full postcode where the installation has been completed. If this address is the same as the address used when creating your online account then please select 'Use my contact details'.

We also need the correct Meter Point Administration Number (MPAN) for the address where the installation has been completed.



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**Site and Owner Details**

STEP 1 of 5

\* Signifies mandatory fields

Do you have your own internal reference that you would like us to use to refer to your project?  
E.g. Project 123abc

SSEG Installation Address Details  
The address where your generation has been installed.

Customer title

Customer first name \*

Customer surname \*

Customer contact telephone \*

Site name / Plot number \*

Site street \*

City / Region \*

Postcode \*

MPAN \*

Previous Reference \*

Would you like to use your contact details as the SSEG installation address details?

**CHANGE MY ADDRESS** (opens in new window)

**USE MY CONTACT DETAILS**

**Your contact details**

Mrs  
Kendra Burrow  
01977620599  
07921112245  
kendra.burrow@northernpowergrid.com  
121  
Aston Road  
Wakefield  
WF10 5DS

## HELP WITH SECTION 4 SSEG DETAILS

Note that only technologies with a type tested equipment can be installed under G83/2.

The maximum aggregate capacity, new and existing, of the SSEGs installed in a single customers installation under G83/2 is 3.68kW per phase at 230V AC.

You need to provide us with the capacity of each phase in kW, the type test reference and the primary energy source (e.g. wind, solar, hydro, gas CHP).

This notification must provide the information requested for new and existing installations.

You must provide a copy of the circuit diagram which you have left at the customers premises.

**SSEG Details**

STEP 2 of 5

\* Signifies mandatory fields

How many SSEG devices are attached? \*

Please provide the details of each SSEG device

0

**SSEG device #1**

Type \*

Phase 1 \*

Phase 2 \*

Phase 3 \*

Primary Energy Source \*

**SSEG device #1 file uploads**

Please provide at least one file upload for the device \*

File Upload 1

File Upload 2

File Upload 3

**UPLOAD A FILE**

Uploadable file types: \*.doc, \*.docx, \*.pdf, \*.png, \*.jpg, \*.jpeg, \*.gif

**SAVE AND CONTINUE** **BACK** **SAVE FOR LATER** **REQUEST A CALLBACK**

# Guide to applying online



## Guide to the online notification of connecting small scale generation

### HELP WITH SECTION 5 INSTALLER DETAILS

You must provide the details of the company who installed and commissioned the SSEG.

The installer must provide the accreditation number which enables them to fully sign off and certify the installation.

The installer must sign the declaration that confirms the new SSEGs have been installed and commissioned to comply with the requirements of G83/2 as required by the distribution code.

### HELP WITH SECTION 7 CONTACT PREFERENCES

It is often easier to contact you by email or mobile phone, but it is your choice. Please tell us how you would like us to contact you if we have a query and how you would like to receive your quotation.

### HELP WITH SECTION 8 ADDITIONAL INFORMATION

Please let us know if there anything else that you can tell us that may help us when preparing your quotation, and if you have additional documentation that may assist us then upload this here.

### HELP WITH SECTION 11 Review and submit

Please check that all the information you have entered is correct. If you are happy with your answers then submit your application.

### What happens next?

We will check your submission and contact you if we need to confirm any of the information you have provided.

We will then process your notification and advise the electricity supplier of the installation. They may need to contact you or the property owner to arrange for the metering at the property to be inspected.

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