



Compulsory written statements for small-scale technology certificate creation

FORM

CER-RET-014

V1.0 24/02/2014

Under the *Renewable Energy (Electricity) Regulations 2001*

Purpose of this form

This form must be completed to facilitate the creation of small-scale technology certificates against small generation units (solar panel, wind and hydro systems).

The compulsory written statement document must be completed by the Clean Energy Council accredited installer and signed by a witness for small-scale technology certificates creation.

Note that Australian Standards are subject to amendments including provisions for commencement dates and transitional arrangements, which are available from the [Standards Australia](#) website.

Instructions for completing this form

System owners must read this document carefully, fully answer all the questions and sign where indicated.

A signed copy of this form must be kept for your records.

Check boxes	Mark boxes like this <input type="checkbox"/> with a ✓ or ✗. When an instruction asks you to 'tick' the box, you can still use either ✓ or ✗.
Pen colours	Please use a black or blue pen to write on the form.
▶	This symbol indicates an instruction on what to do next.
①	This symbol indicates additional useful guidance to filling in the adjacent field or section.

Help filling in this form

If you require assistance or have any questions about completing the compulsory written statements, please contact the Clean Energy Regulator general enquiries line on **1300 553 542** or email enquiries@cleanenergyregulator.gov.au.

Part A: Accreditation details

Installer details

1. Installer name

First name	
Last name	

2. Installer's Clean Energy Council accreditation number

CEC accreditation number	
CEC accreditation grid connect / off grid	

Designer details (if applicable)

3. Designer name

First name	
Last name	

4. Designer's Clean Energy Council accreditation number

CEC accreditation number	
CEC accreditation grid connect / off grid	

System details

5. What small generation unit system type was installed?

- ▶ Tick the box to specify the small generation unit installed.

<input type="checkbox"/>	Solar panel
<input type="checkbox"/>	Wind
<input type="checkbox"/>	Hydro

6. Is this system grid connected?

Yes	<input type="checkbox"/>	Complete section A1 Installer statements: Grid connected systems ▶▶
No	<input type="checkbox"/>	Complete section A2 Installer statements: Off-grid connected systems ▶▶

A1. Installer statements: Grid connected systems

i *Only complete this section if a grid-connected system is/was installed. If you installed an off-grid system complete section A2 Installer statements: Off-grid systems, you do not need to complete this section.*

By signing below, I <insert installer name here> declare that:

a) I have completed the system installation at:

Physical address	
Suburb/city	
State/Territory	
Postcode	

b) I have public liability insurance of at least \$5 million and am bound by the Clean Energy Council's code of conduct. I have complied with the code of conduct for the system installation specified above.

c) I confirm that all local, state or territory government requirements have been met for the siting of the unit, the attachment of the unit to a building or structure (if applicable) and the grid connection of the system (if applicable) for the system installation at the installation address as specified above.

d) I confirm that the installation complies with the following Australian Standards in force at the time of the installation:

i *Note that Australian Standards are subject to amendments including provisions for commencement dates and transitional arrangements, which are available from the [Standards Australia website](#)¹*

- AS/NZS3000 Wiring rules
- AS/NZS1768 Lightning protection
- AS4777 Grid connection of energy systems via inverters (only if grid connected)
- AS/NZS5033 Installation of photovoltaic PV arrays (only applicable for solar installations)
- AS/NZS1170.2 Structural design actions, part 2: wind actions (not applicable for hydro systems)

e) I also confirm that I installed or physically supervised the install of a model of a photovoltaic module listed in AS/NZS5033 Compliant PV modules and, if the system uses an inverter, I installed a grid connect model listed in the Tested and approved grid connected inverters list as in force from time to time. For more information see the Clean Energy Council website.

f) I declare that the above statements are true and understand that under the *Renewable Energy (Electricity) Act 2000* penalties apply for providing false or misleading information.

¹ <http://www.standards.org.au/Pages/default.aspx>

Clean Energy Council installer

Full name			
Signature			
	Day (dd)	Month (mm)	Year (yyyy)
Signature date			

Clean Energy Council designer (if applicable)

Full name			
Signature			
	Day (dd)	Month (mm)	Year (yyyy)
Signature date			

Witness

Full name			
Signature			
	Day (dd)	Month (mm)	Year (yyyy)
Signature date			

A2. Installer statements: Off-grid connected systems

- i** *Only complete this section if an off-grid system is/was installed. If you installed a grid connected system complete section A1 Installer statements: Grid-connected systems, you do not need to complete this section.*

By signing below, I <insert installer name here> declare that:

- a) I have completed the system installation at:

Physical address	
Suburb/city	
State / Territory	
Postcode	

- b) I have public liability insurance of at least \$5 million and am bound by the [Clean Energy Council's code of conduct](#)². I have complied with the code of conduct for the system installation specified above.
- c) I confirm that all local, state or territory government requirements have been met for the siting of the unit, the attachment of the unit to a building or structure (if applicable) and the grid connection of the system (if applicable) for the system installation at the installation address as specified above.
- d) I confirm that I installed or physically supervised the install of a model of a photovoltaic module listed in AS/NZS5033 Compliant PV modules and, if the system uses an inverter, I installed a grid connect model listed in the tested and approved grid connected inverters list as in force from time to time. For more information see the [Clean Energy Council website](#)³.
- e) I confirm that the installation complies with the following Australian Standards in force at the time of the installation:
- i** *Note that Australian Standards are subject to amendments including provisions for commencement dates and transitional arrangements, which are available from the [Standards Australia website](#)⁴.*
- AS/NZS3000 Wiring rules
 - AS/NZS1768 Lightning protection
 - AS/NZS5033 Installation of photovoltaic PV arrays (only applicable for solar installations)
 - AS/NZS1170.2 Structural design actions, part 2: wind actions (not applicable for hydro systems)
 - AS/NZ4509.1 Standalone power systems, part 1: safety and installation
 - AS4086.2 Secondary batteries for use with stand-alone power systems, part 2: installation and maintenance
- f) I verify that the system is not grid connected and an electrical worker holding an unrestricted license for electrical work issued by the state or territory authority where the system was installed has undertaken all unit wiring that

² <http://www.solaraccreditation.com.au/retailers/solar-pv-retailer-code-of-conduct.html>

³ <http://www.cleanenergycouncil.org.au/accreditation/new-site.html>

⁴ <http://www.standards.org.au/Pages/default.aspx>

involves alternating current of 50 or more volts or direct current of 120 or more volts for the system installed at the address specified above.

- g) I declare that the above statements are true and understand that under the *Renewable Energy (Electricity) Act 2000* penalties apply for providing false or misleading information

Clean Energy Council installer

Full name			
Signature			
	Day (dd)	Month (mm)	Year (yyyy)
Signature date			

Clean Energy Council designer (if applicable)

Full name			
Signature			
	Day (dd)	Month (mm)	Year (yyyy)
Signature date			

Witness

Full name			
Signature			
	Day (dd)	Month (mm)	Year (yyyy)
Signature date			