

City of New Bern Electric Utilities  
New Bern, North Carolina

**Application Procedures and Checklist for Interconnecting  
a Certified Renewable Resource Generating Facility**

*(Items listed may not be in sequential order.)*

- The Customer completes the Interconnection Request ("Application") and submits it to the City of New Bern Electric Utilities.
- City of New Bern Electric Utilities acknowledges to the Customer receipt of the application.
- Customer submits an application to NC GreenPower.
- Customer receives agreement from NC GreenPower.
- Customer submits FERC 556 Filing to the Federal Energy Regulatory Commission (FERC).
- Customer receives approval from the FERC.
- City of New Bern Electric Utilities evaluates the application for completeness and notifies the Customer that the application is or is not complete and, if not, advises what material is missing.
- City of New Bern Electric Utilities verifies that the Renewable Resource Generating Facility can be interconnected safely and reliably. Unless the City of New Bern Electric Utilities determines and demonstrates that the Renewable Resource Generating Facility cannot be interconnected safely and reliably, the City of New Bern Electric Utilities approves the application and returns it to the Customer.
- After installation, the Customer returns the Certificate of Completion to the City of New Bern Electric Utilities. Prior to parallel operation, the City of New Bern Electric Utilities may inspect the Renewable Resource Generating Facility for compliance with standards, which may include a witness test, and may schedule appropriate metering replacement, if necessary.
- City of New Bern Electric Utilities notifies the Customer in writing that interconnection of the Renewable Resource Generating Facility is authorized. If the witness test is not satisfactory, the City of New Bern Electric Utilities has the right to disconnect the Renewable Resource Generating Facility. The Customer shall not operate the unit in parallel until a witness test has been performed or previously waived on the application.

- Contact Information—The Customer must provide the contact information for the legal applicant, i.e., the Interconnection Customer. If another entity is responsible for interfacing with the electric distribution system, that contact information must be provided on the application.
- Ownership Information—Enter the legal names of the owner(s) of the Renewable Resource Generating Facility.
- Underwriters Laboratories (UL) 1741 Listed—This standard ("Inverters, Converters, and Controllers for Use in Independent Power Systems") addresses the electrical interconnection design of various forms of generating equipment. Many manufacturers submit their equipment to a Nationally Recognized Testing Laboratory (NRTL) that verifies compliance with UL 1741. This listing is then marked on the equipment and supporting documentation. The Renewable Resource Generating Facility must be listed and labeled in compliance.
- Insurance Requirements—The Customer shall obtain and retain, for as long as its generator is interconnected with the City's system, liability insurance which protects the Customer from claims for bodily injury and/or property damage. For a non-residential Customer the minimum coverage shall be comprehensive general liability insurance with coverage of at least \$300,000 per occurrence, and for a residential Customer the minimum coverage shall be at a standard homeowner's insurance policy with liability coverage in the amount of at least \$100,000 per occurrence. This insurance shall be primary for all purposes. The Customer shall provide certificates evidencing this coverage as required by the City. The City reserves the right to refuse to establish or continue the interconnection of the customer's generator with the City's system if such insurance is not in effect.
- Permits and Electrical Inspections—The Customer shall obtain all local permits required for wiring modifications and/or installation of the Renewable Resource Generating System. The local authority having jurisdiction shall perform required inspections and issue approval for connection.