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Qulliq Energy Corporation  
Société d'énergie Qulliq  
Qulliq Alruyaktuqtunik Ikumatjutiit

# Net Metering Program

## STEP-BY-STEP PROCEDURE

This document is a step by step procedure intended to guide customers who are interested in participating in Qulliq Energy Corporation's (QEC) Net Metering Program. These easy to follow steps will help potential customers successfully install and connect renewable generation systems to QEC's grid.

It is important to note that there are other documents that must be followed in order to participate in the program. *QEC's Terms and Conditions of Service* and the *Technical Interconnection Requirements* can be found at [www.qec.nu.ca/customer-care/net-metering-program](http://www.qec.nu.ca/customer-care/net-metering-program). Customers can also contact Customer Care at 1-866-710-4200 for further information.

**QEC strongly recommends all customers consult with the corporation and other relevant authorities before making any financial commitments to the Net Metering Program.**

**Step 1:** Customers will complete the *QEC Electrical Service Application* and submit it to [servicedesk@qec.nu.ca](mailto:servicedesk@qec.nu.ca). Net metering installations cannot exceed a capacity of 10 kilowatts. QEC will review the application.

**Step 2:** Customers should consult with a qualified installer and appropriate inspection authority to determine a suitable location for the renewable generation installation and ensure all applicable codes and standards are followed.

**Step 3:** Customers should consult a qualified installer to obtain detailed electrical information, a single line diagram, and a list of the required materials (also known as bill of materials). The renewable generation installation must match the capacity approved in QEC's written approval from Step 1.

**Step 4:** Customers will submit the following documents to [servicedesk@qec.nu.ca](mailto:servicedesk@qec.nu.ca):

- Single Line Diagram (including inverter functions clearly showing anti-islanding functionality);
- Site plan including details of meter location;
- A list of significant equipment (must carry CSA certification); and
- All applicable product sheets.



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**Step 5:** QEC will evaluate the documents received and send an acceptance or rejection letter to the customer. If the renewable generation system has been accepted, QEC will specify a deadline within which the net metering customer needs to complete the installation. The customer must also sign the *Customer Service Agreement - Net Metering* in order to be accepted into the program.

**Step 6:** It is recommended that a certified electrical contractor be hired to install the renewable generation system. A Wiring Permit from an Electrical Inspector with the Government of Nunavut Safety Services Division must be received before installation begins.

**Step 7:** A bi-directional meter is required for net metering. QEC must receive the following before the meter can be installed:

- A completed QEC Work Order Form
- Payment for all applicable fees
- An Inspection Report that will be sent to QEC from an Electrical Inspector with the Government of Nunavut Safety Services Division

**Step 8:** QEC will install the bi-directional meter, this will allow for the tracking of any energy exchange to QEC if applicable.

**Note:** Customers must complete the connection by the deadline specified on the acceptance letter. In the event that a customer is unable to complete the connection by the specified deadline on the acceptance letter, they must reapply. The deadline specified in the Letter of Acceptance is a firm commitment.