



Notification form for own-use solar PV systems

Connected Self-Generating Facility Zero-Export Solar Systems (SGF ZEES) and Micro-Solar Systems (MSS)

Notification will only be processed once all required information has been provided.

- All updates regarding the process will be sent to the customer and authorized representative using the contact details provided below.
- For higher-capacity systems, Meralco may contact you for additional information required for technical assessment, where applicable.
- If this form is filed on the Customer's behalf, please submit one (1) valid ID and the corresponding authorization document.

PRIVACY NOTICE

Meralco values your Privacy. The personal data in this form will be used by Meralco to facilitate the notification process of your Self-Generating Facility Zero-Export Solar Systems (SGF-ZEES) or Micro-Solar Systems (MSS), in compliance with the DOE Circular No. DC2026-08-0017, including the disclosure of relevant personal and technical information to the Department of Energy (DOE) as required under the DOE Circular. To know more about how we protect your personal data, you may visit <https://company.meralco.com.ph/privacy-statement>. If you wish to exercise your data subject rights, please email cdpo@meralco.com.ph.

I. CUSTOMER INFORMATION (ACCOUNT OWNER):

Full Customer Name*			
Customer Account Number (CAN)*		Service ID Number ¹ *	
Service Address* (Location of Solar PV System)			
Contact Number (Mobile)*		Email Address*	

* All fields in this section are required.

¹ If the CAN covers multiple Service ID Numbers, indicate the Service ID Number for the service address where the Solar PV System is installed.

II. AUTHORIZED REPRESENTATIVE INFORMATION (IF APPLICABLE):

Complete this section only when the notification is being submitted on behalf of the Account Owner. Otherwise, leave it blank.

Name of Authorized Representative			
Contact Number (Mobile)		Email Address	

III. SYSTEM DETAILS:

Type of Own-Use system*	
☐ Micro-Solar System (MSS), A plug-and-play solar PV system up to 1 kW DC	
☐ Self-Generating Facility Zero-Export Solar Systems (SGF ZEES), system of any capacity designed to prevent electricity export to the grid	
Date Solar PV system became operational*	(dd/mm/yyyy)
Total Installed Rated Capacity ² (kWp)*	
Total Inverter AC Max. Output Power ³ (kW)*	

* All fields in this section are required.

² Include the total capacity of all solar panels, computed as: (Rated Capacity per Panel in Wp × Number of Panels) ÷ 1,000, and add each set separately if multiple panel models or ratings are used.

³ Include the sum of AC Max. Output Power of all inverters, if multiple inverter models or ratings are used.

IV. OTHER TECHNICAL INFORMATION⁴:

Providing these details helps Meralco assess your system's safety and technical requirements and share relevant guidance on inverter functionalities and battery standards.

Inverter Brand		Inverter Model	
Total Installed Battery Energy ⁵ (kWh)			

⁴ This section is optional.

⁵ If multiple battery models or ratings are used, indicate the total combined battery energy.

V. DECLARATION

I hereby notify Meralco of the installation of the above-described Solar PV System. I further declare that the information provided herein are true and correct and that the installation complies, or shall comply, with the applicable requirements of the Department of Energy (DOE), Energy Regulatory Commission (ERC), and other applicable laws, rules, and regulations.

Name	
Signature of Owner / Representative	
Date (dd/mm/yyyy)	