

MERALCO
POWER UP
FORUM SERIES

Service Application Process



Engr. Jason Elamparo
Corporate Business Group – East Technical Services

Major Classifications

I. Ordinary Service Application (OSA)

II. Project Covered Application (PCA)



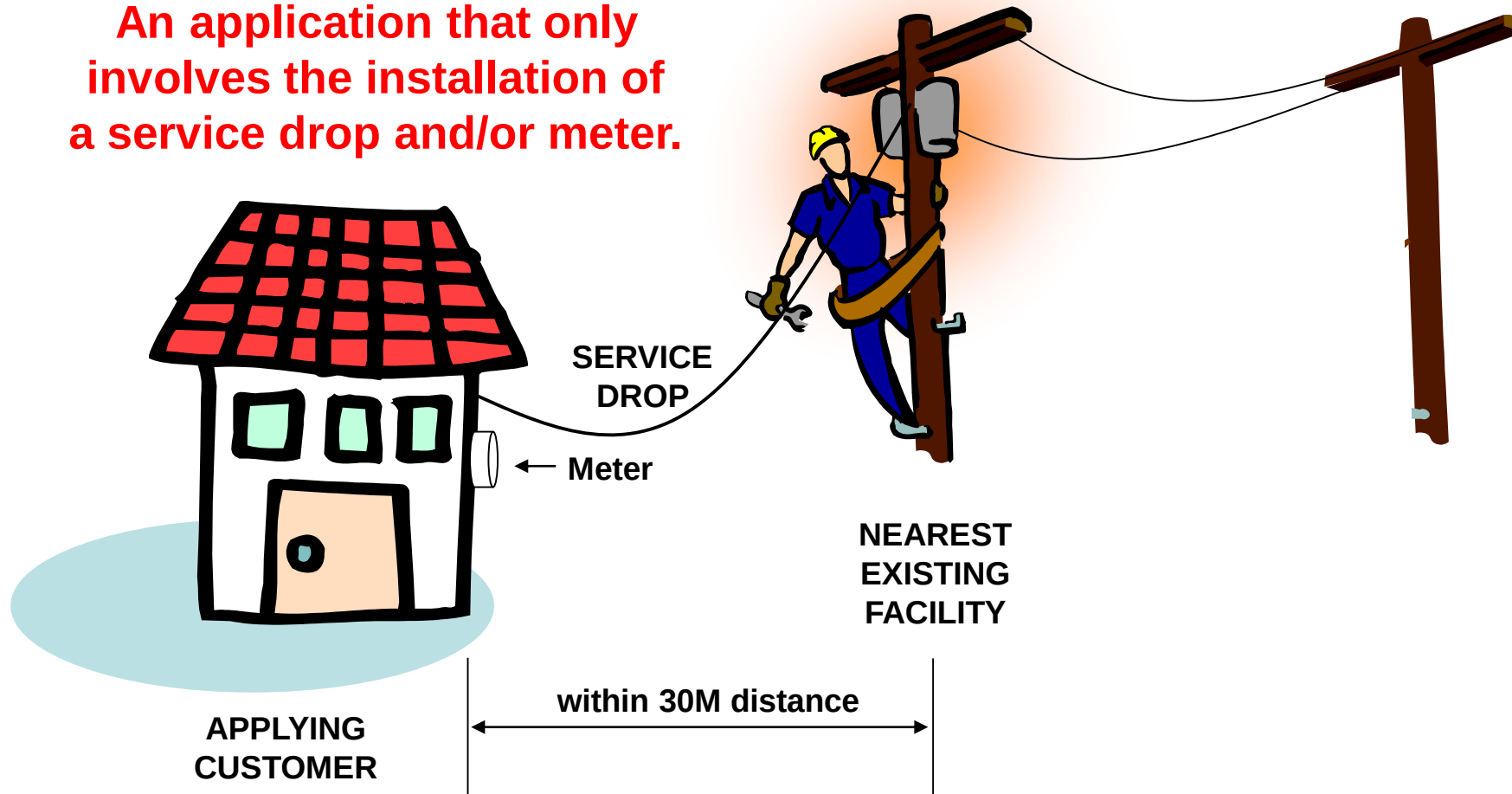
ORDINARY SERVICE APPLICATION (OSA)

- **does not require extension and/or upgrading of distribution facilities**
- **involves only installation of service drop and/or meter within 30 meters from the last low voltage service.**



ORDINARY SERVICE APPLICATION (OSA)

An application that only involves the installation of a service drop and/or meter.



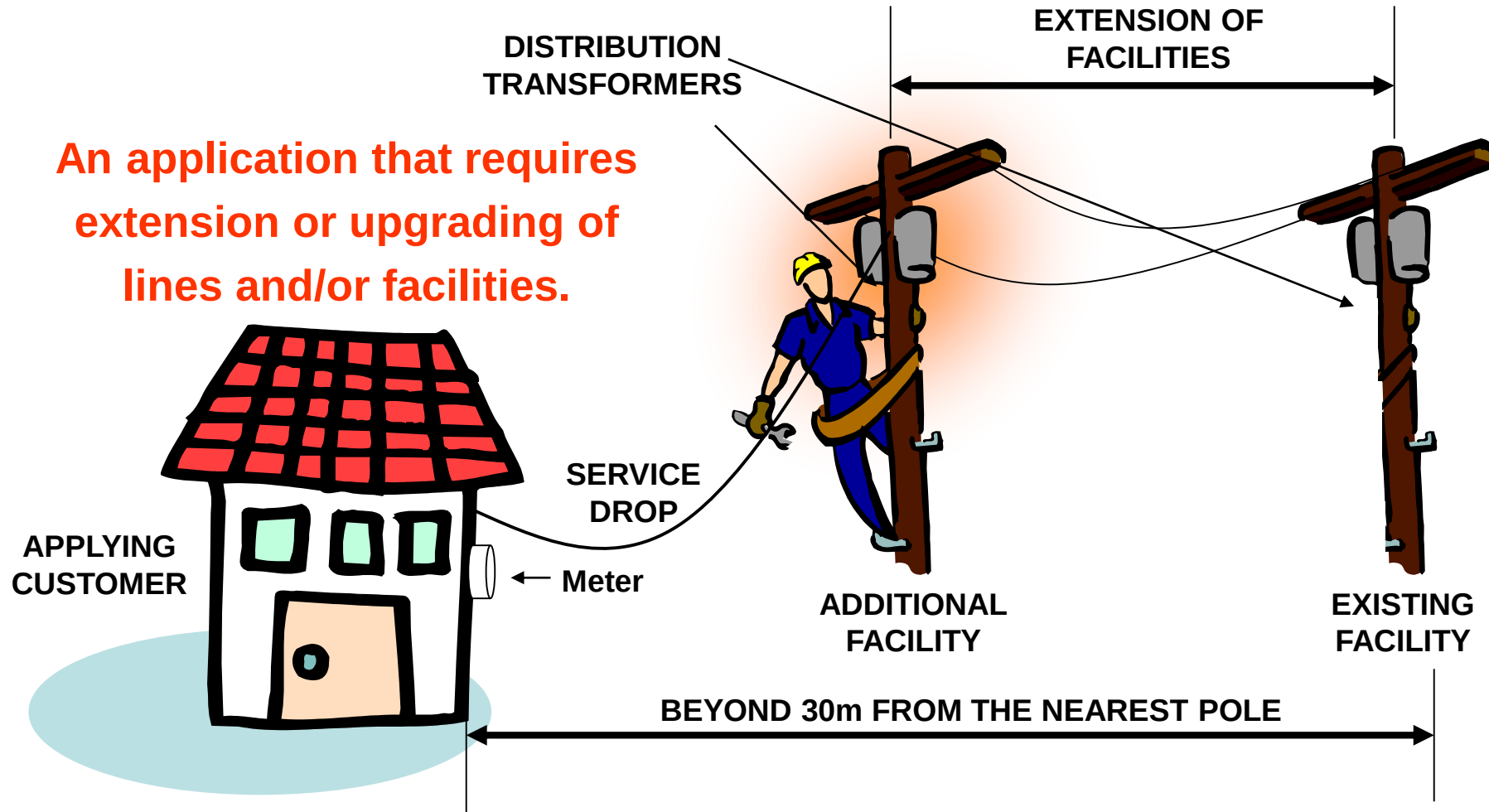
PROJECT COVERED APPLICATION (PCA)

- requires extension and/or upgrading of distribution facilities



PROJECT COVERED APPLICATION (PCA)

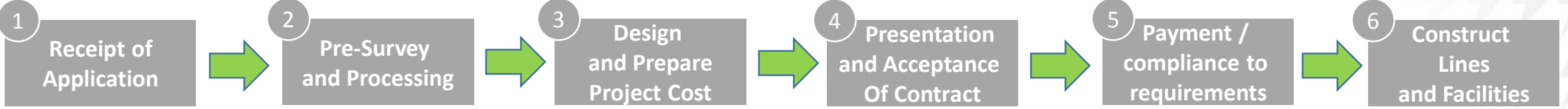
An application that requires extension or upgrading of lines and/or facilities.



Project Covered Application

6 major steps before energization.

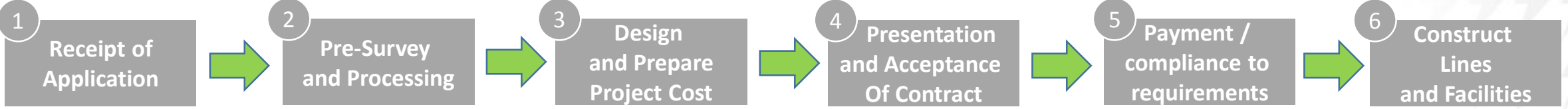
For each step, the customer and Meralco have responsibilities to fulfill



Project Covered Application

6 major steps before energization.

For each step, the customer and Meralco have responsibilities to fulfill



CUSTOMER DELIVERABLE

Submit initial requirements

MERALCO DELIVERABLE



Initial Requirements

Service Application can already proceed even with the initial submission of the following three important requirements:

1. SEC Registration
2. Electrical Plan and Load Schedule – signed and sealed by a Professional Electrical Engineer
3. Letter of request for electric connection and authorization letter (if applicable) **with contact person and contact no.**
4. Location Sketch



Other Requirements

- 1. BIR Certificate of Registration**
- 2. Authorization Letter for customer representative**
- 3. General Information Sheet (GIS)**
- 4. Valid ID's**
- 5. Secretary Certificate for the signatory of contract**
- 6. Authority to Occupy Docs (TCT/Deed of Sale/ Lease Contract)**
- 7. Site Development**
- 8. Certificate of Final Electrical Inspection**
- 9. Vault Room Plan / Transformer Pad Plan for applications involving installation of Meralco Padmounted Transformer and Primary metering vault**

For large developments applications

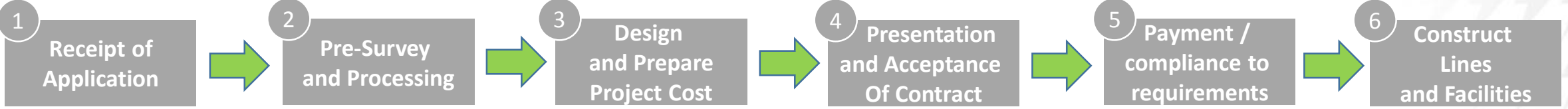
- 10. Proposed Masterplan**
- 11. Approved Stub-out Location**
- 12. Load Growth Demand Profile**
- 13. Waiver and Warranty Quit Claim**
- 14. Equipment Test Result**
- 15. If development is 10MVA or above negotiation for substation lot will be required**



Project Covered Application

6 major steps before energization.

For each step, the customer and Meralco have responsibilities to fulfill



CUSTOMER DELIVERABLE

Submit initial requirements

MERALCO DELIVERABLE

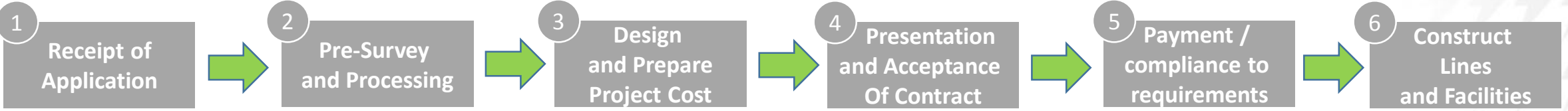
Receives and reviews application



Project Covered Application

6 major steps before energization.

For each step, the customer and Meralco have responsibilities to fulfill



CUSTOMER DELIVERABLE

Submit initial requirements

MERALCO DELIVERABLE

Receives and reviews application

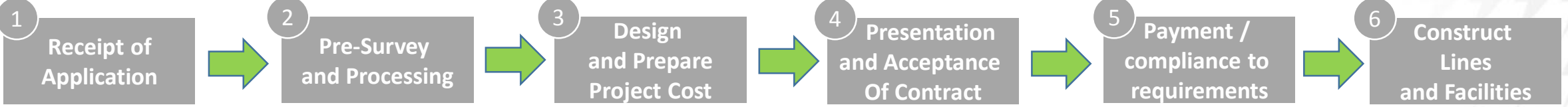
- Surveys and advises customer on service entrance requirement
- Comment on Construction Drawings



Project Covered Application

6 major steps before energization.

For each step, the customer and Meralco have responsibilities to fulfill



CUSTOMER DELIVERABLE

Submit initial requirements

- Submission of construction drawings
- Conform with Service Entrance Location

MERALCO DELIVERABLE

Receives and reviews application

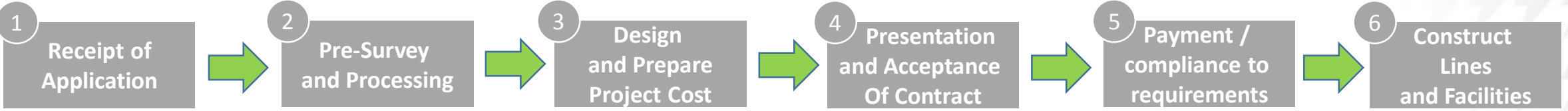
- Surveys and advises customer on service entrance requirement
- Comment on Construction Drawings



Project Covered Application

6 major steps before energization.

For each step, the customer and Meralco have responsibilities to fulfill



CUSTOMER DELIVERABLE

Submit initial requirements

- Submission of construction drawings
- Conform with Service Entrance Location

- Finalize Construction Drawings
- Starts wiring installation and construction of service entrance

MERALCO DELIVERABLE

Receives and reviews application

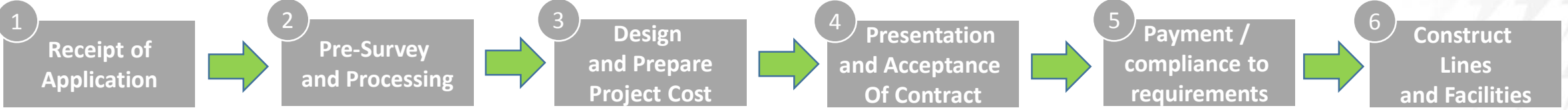
- Surveys and advises customer on service entrance requirement
- Comment on Construction Drawings



Project Covered Application

6 major steps before energization.

For each step, the customer and Meralco have responsibilities to fulfill



CUSTOMER DELIVERABLE

Submit initial requirements

- Submission of construction drawings
- Conform with Service Entrance Location

- Finalize Construction Drawings
- Starts wiring installation and construction of service entrance

MERALCO DELIVERABLE

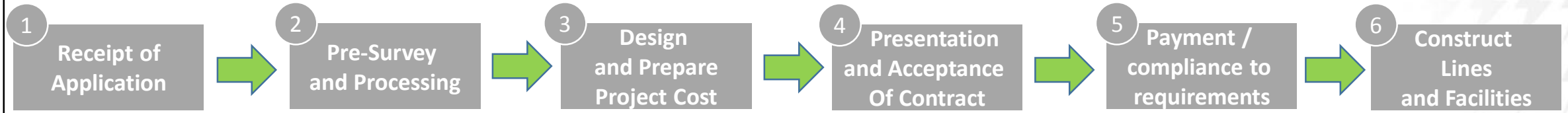
Receives and reviews application

- Surveys and advises customer on service entrance requirement
- Comment on Construction Drawings

- Issuance of Meterbase if applicable
- Prepares design and actual project cost
- Approves Construction Drawings
- Determines viability for project cost waiving
- Secure Right-of-Way Permit (timeline for securing ROW greatly depends on the grantor of ROW)



Project Covered Application



CUSTOMER DELIVERABLE

Submit initial requirements

- Submission of construction drawings
- Conform with Service Entrance Location

- Finalize Construction Drawings
- Starts wiring installation and construction of service entrance

MERALCO DELIVERABLE

Receives and reviews application

- Surveys and advises customer on service entrance requirement
- Comment on Construction Drawings

- Issuance of Meterbase if applicable
- Prepares design and actual project cost
- Approves Construction Drawings
- Determines viability for project cost waiving
- Secure Right-of-Way Permit (timeline for securing ROW greatly depends on the grantor of ROW)

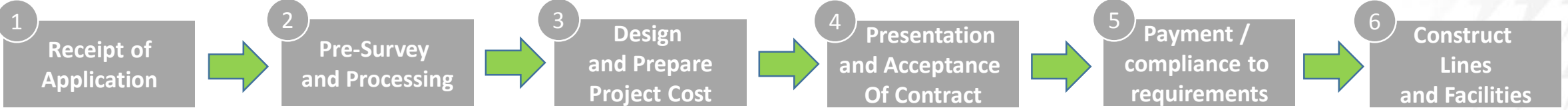
Presents service contract indicating the bill deposit and project cost, if applicable



Project Covered Application

6 major steps before energization.

For each step, the customer and Meralco have responsibilities to fulfill



CUSTOMER DELIVERABLE

Submit initial requirements

- Submission of construction drawings
- Conform with Service Entrance Location

- Finalize Construction Drawings
- Starts wiring installation and construction of service entrance

Accepts and signs contract

MERALCO DELIVERABLE

Receives and reviews application

- Surveys and advises customer on service entrance requirement
- Comment on Construction Drawings

- Issuance of Meterbase if applicable
- Prepares design and actual project cost
- Approves Construction Drawings
- Determines viability for project cost waiving
- Secure Right-of-Way Permit (timeline for securing ROW greatly depends on the grantor of ROW)

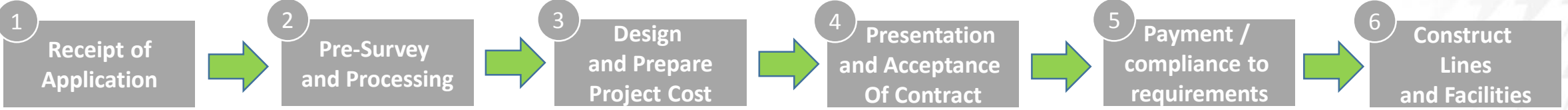
Presents service contract indicating the bill deposit and project cost, if applicable



Project Covered Application

6 major steps before energization.

For each step, the customer and Meralco have responsibilities to fulfill



CUSTOMER DELIVERABLE

Submit initial requirements

- Submission of construction drawings
- Conform with Service Entrance Location

- Finalize Construction Drawings
- Starts wiring installation and construction of service entrance

Accepts and signs contract

- Submits CFEI
- Completes Service Entrance Installation
- Submits signed contract
- Pays the bill deposit and project cost (if applicable)

MERALCO DELIVERABLE

Receives and reviews application

- Surveys and advises customer on service entrance requirement
- Comment on Construction Drawings

- Issuance of Meterbase if applicable
- Prepares design and actual project cost
- Approves Construction Drawings
- Determines viability for project cost waiving
- Secure Right-of-Way Permit (timeline for securing ROW greatly depends on the grantor of ROW)

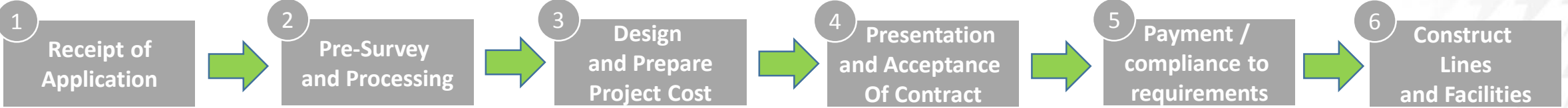
Presents service contract indicating the bill deposit and project cost, if applicable



Project Covered Application

6 major steps before energization.

For each step, the customer and Meralco have responsibilities to fulfill



CUSTOMER DELIVERABLE

Submit initial requirements

- Submission of construction drawings
- Conform with Service Entrance Location

- Finalize Construction Drawings
- Starts wiring installation and construction of service entrance

Accepts and signs contract

- Submits CFEI
- Completes Service Entrance Installation
- Submits signed contract
- Pays the bill deposit and project cost (if applicable)

MERALCO DELIVERABLE

Receives and reviews application

- Surveys and advises customer on service entrance requirement
- Comment on Construction Drawings

- Issuance of Meterbase if applicable
- Prepares design and actual project cost
- Approves Construction Drawings
- Determines viability for project cost waiving
- Secure Right-of-Way Permit (timeline for securing ROW greatly depends on the grantor of ROW)

Presents service contract indicating the bill deposit and project cost, if applicable

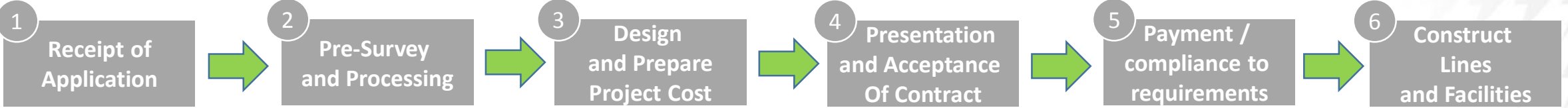
Check customer compliance to all requirements



Project Covered Application

6 major steps before energization.

For each step, the customer and Meralco have responsibilities to fulfill



CUSTOMER DELIVERABLE

Submit initial requirements

- Submission of construction drawings
- Conform with Service Entrance Location

- Finalize Construction Drawings
- Starts wiring installation and construction of service entrance

Accepts and signs contract

- Submits CFEI
- Completes Service Entrance Installation
- Submits signed contract
- Pays the bill deposit and project cost (if applicable)

MERALCO DELIVERABLE

Receives and reviews application

- Surveys and advises customer on service entrance requirement
- Comment on Construction Drawings

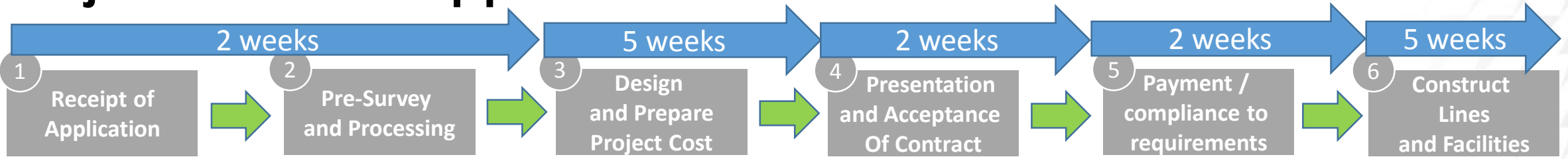
- Issuance of Meterbase if applicable
- Prepares design and actual project cost
- Approves Construction Drawings
- Determines viability for project cost waiving
- Secure Right-of-Way Permit (timeline for securing ROW greatly depends on the grantor of ROW)

Presents service contract indicating the bill deposit and project cost, if applicable

Check customer compliance to all requirements

- Check Permits
- Constructs lines and facilities
- Schedules interruption if there is any
- Advises affected accounts

Project Covered Application



CUSTOMER DELIVERABLE

Submit initial requirements

- Conform with Service Entrance Location
- Revise construction drawings as needed

- Finalize Construction Drawings
- Starts wiring installation and construction of service entrance

Accepts and signs contract

- Submits CFEI
- Completes Service Entrance Installation
- Submits signed contract
- Pays the bill deposit and project cost (if applicable)

PROJECT COMPLETED

CUSTOMER FACILITY IS ENERGIZED

MERALCO DELIVERABLE

Receives and reviews application

- Surveys and advises customer on service entrance requirement
- Comment on Construction Drawings

- Approves Construction Drawings
- Issuance of Meterbase if applicable
- Prepares design and actual project cost
- Determines viability for project cost waiving
- Secure Right-of-Way Permit (timeline for securing ROW greatly depends on the grantor of ROW)

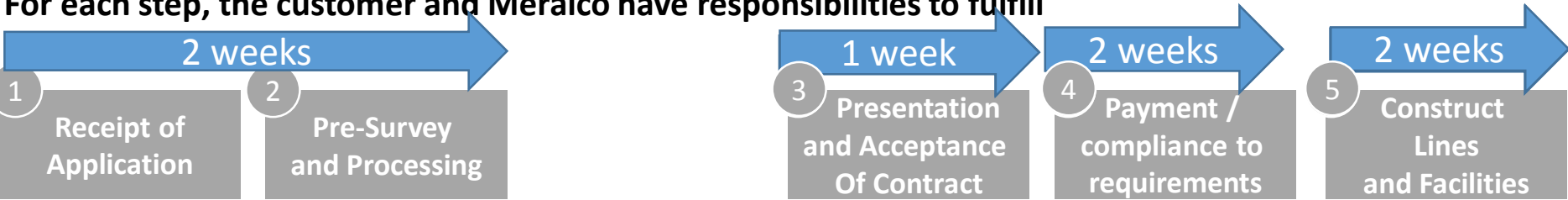
Presents service contract indicating the bill deposit and project cost, if applicable

Check customer compliance to all requirements

- Check Permits
- Constructs lines and facilities
- Schedules interruption if there is any
- Advices affected accounts

Ordinary Service Application

5 major steps before energization.
For each step, the customer and Meralco have responsibilities to fulfill



CUSTOMER DELIVERABLE

1.1

Submit initial requirements

2.2

- Conform with Service Entrance Location

MERALCO DELIVERABLE

1.2

Receives and reviews application

2.1

- Surveys and advises customer on service entrance requirement

PROJECT COMPLETED

3.2

Accepts and signs contract

4.2

- Pays the bill deposit
- Submits CFEI

CUSTOMER FACILITY IS ENERGIZED

3.1

Presents service contract indicating the bill deposit

4.1

Inspects customer compliance to all requirements

5

Constructs lines and facilities



Meralco Microsite

www.meralco.com.ph/corporatepartners

<http://corporatepartners.meralco.com.ph/services/new-service-application>.



MERALCO CORPORATE PARTNERS

Meralco Main | Biz

Search



HOME

ABOUT US

SERVICES

POWER IDEAS

POWER CLUB

MEDIA

EVENTS

SUCCESS STORIES

TOOLS

CONTACT US



QUICK LINKS

[ILP Protocol](#) | [About RCOA](#) | [Find Your Relationship Manager](#) | [Peak/Off-Peak Simulator](#) | [Power Profile](#) | [Power Quality Manual](#) | [Energy Efficiency Manual](#)

Connect with Us



[Sitemap](#) | [Meralco Main](#) | [Privacy Policy](#)



Overview

New Service Application



Additional Load Requirements

Meralco Peak/Off-Peak

Power Profile

Energy Services

Home > Services > New Service Application

New Service Application

Meralco ensures that customers with electricity demands of 500 kW or higher are provided with the energy solutions that fit their business needs. Through the new service application process, Meralco guides customers to secure allocated power that is not over or under the customers' facility demands.



Receipt of Application

Customer submits initial requirements, including the SEC registration or latest General Information Sheet (GIS) and an electrical plan or load schedule.



Pre-Survey and Processing

Meralco surveys facility, advises customer on service entrance requirement, and estimates costs. Customer signifies intention to proceed and both parties sign-off on the Gantt chart of activities.



Design and Prepare Project Cost

Customer starts wiring installation and construction of service entrance. Meralco prepares design and actual project cost.

CONTACT US



You may also call us at **16210** or
find your relationship manager.

QUICK LINKS

ILP Protocol | About RCOA | Find Your Relationship Manager | Peak/Off-Peak Simulator | Power Profile | Power Quality Manual | Energy Efficiency Manual

Thank You

