

Covering Letter (SAMPLE ONLY)

Ref: CX###

WR#

DD/MM/YYYY

Dear Sir/Madam

Subject: (Configuration of Installation)

Operation Type	Parallel Operation		Export Capability
	Duration	Frequency	
Bumpless transfer	up to 2 seconds	N/A	Non-export only
Stand-by ¹ (for testing only)	up to 6 hours	Every 3 months	Either Export or Non-export
Continuous Parallel	Greater than 24 hours	In a year	Either Export or Non-export

Note 1: Stand-by operation is for operating EG System for maintenance purposes. If the EG System is part of a generation aggregation system, then it is automatically classified as continuous Parallel regardless of planned duration or frequency.

Project Name, Location

Please find attached our submission for the above mentioned project.

This letter is to certify that as a Registered Professional Engineer of Queensland and by virtue of my training and experience, the submission documentation issued together with this letter complies with the requirements of the latest revisions of the following:

- Site Specific Enquiry Response
- STNW1174 Version [tba] - Standard for LV Embedded Generating Connections, including the relevant standards applicable to this installation therein
- Queensland Electricity Connection Manual

In addition to the above, the following documents have been submitted as part of the application:

- Network connection diagram (signed by RPEQ)
- Protection line diagram including instrument settings and instrument transformer details (signed by RPEQ)
- Machine impedance characteristics
- Synchronisation Operational sequences (On loss of supply, On mains restoration, Testing sequences)
- Voltage Rise Calculations - the EG System has been designed to operate so that there is a maximum voltage 2% voltage rose from the EG System to;
 - For a shared Distribution System connection – the Network Coupling Point; and
 - For a dedicated Distribution System connection – the transformer's LV terminals.
- Generator Technical Data Sheet
- Grid Protection Relay- Name, Make and Model from the Approved List found on the DNSP's Website

Should you have any queries, please contact the undersigned.

Signed

RPEQ Engineer Name and Registration Number

Professional Title

Company Name

Company Address

Contact Details