



## **Renewable Energy (RE) Application Process**

- 1. Application submitted to BVIEC and application fee paid.**  
*Application will “NOT” be processed by BVIEC until it is in receipt of the application fee.*
  
- 2. Application processed by BVIEC.**  
**RE Systems should not be constructed before RE Application has been approved by BVIEC.**  
*After the application is approved, a copy is sent to the applicant.*
  
- 3. On receipt of the approved application, the applicant shall submit same to the Government of the Virgin Islands Electrical Inspection Unit (EIU) along with the Government of the Virgin Islands Town & Country Planning Department “Application to Install Backup Power Supply”.**  
*(This Application Form can be found on BVIEC’s website).*
  
- 4. Once the RE Technician has completed the installation of the system, it is their responsibility to contact the EIU to schedule a pre-inspection.**  
*EIU will schedule a mutually agreed date and time whereby all parties: EIU, RE Technician and BVIEC, can conduct the pre-inspection.*
  
- 5. Following the pre-inspection, RE Technician will submit an application to BVIEC for the Feed In Tariff (FIT) bi-directional meter.**
  
- 6. After any defects discovered during pre-inspection are corrected, RE Technician will contact EIU to schedule Final Inspection.**  
*EIU, again, will coordinate a mutually agreed date and time for all parties: EIU, RE Technician and BVIEC, to perform Final Inspection.*
  
- 7. Once the renewable energy generating facility passes inspection, a copy of the Certificate of Approval for Electrical Installation must be presented to BVIEC, in addition to all costs for the FIT meter being paid, prior to BVIEC installing same.**