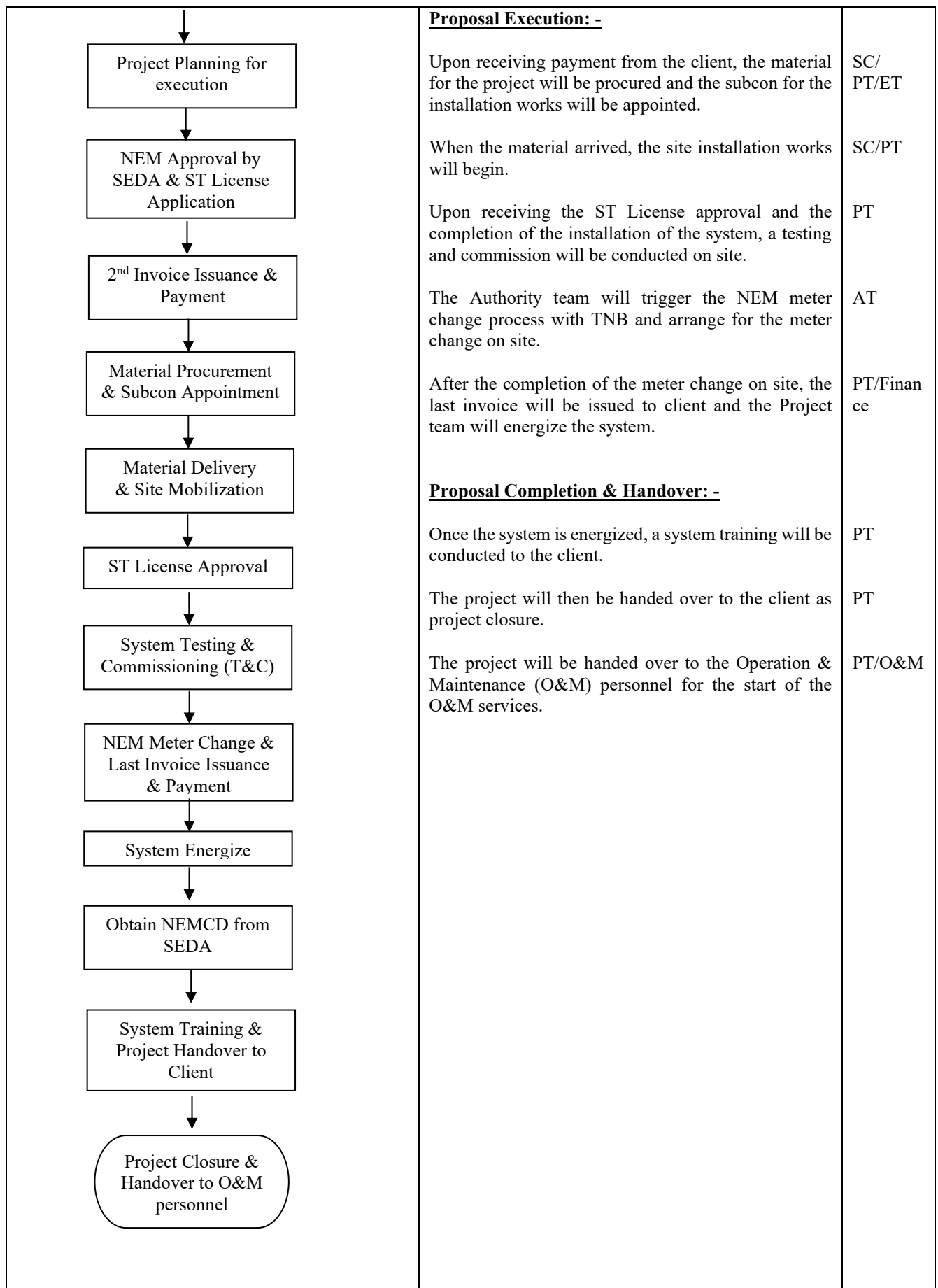
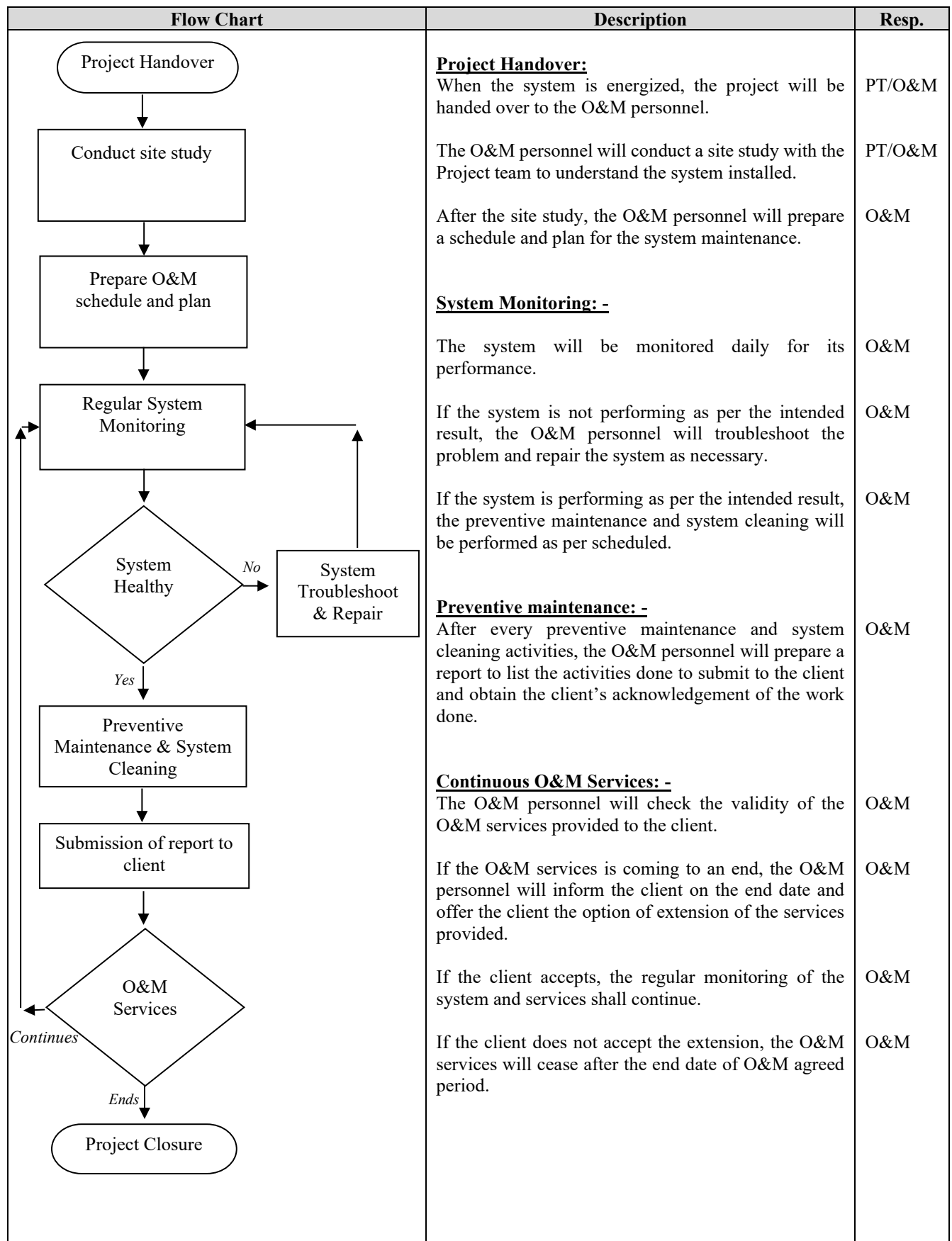


## 1.0: EPCC

Flow Chart	Description	Resp.
<pre> graph TD     A([Client Enquiry]) --&gt; B[Contact client to understand Client's requirement]     B --&gt; C[Prepare a preliminary design based on Client requirement]     C --&gt; D[Prepare a business proposal for Client]     D --&gt; E[Submission of business proposal to Client]     E --&gt; F{Proposal Acceptance}     F -- No --&gt; C     F -- Yes --&gt; G[Client to sign proposal or to issue Letter of Award]     G --&gt; H[1st Invoice Issuance &amp; Payment]     H --&gt; I[Conduct site study]     I --&gt; J[NEM application submission to SEDA]     J --&gt; K[ ]             </pre>	<p><b><u>Client Enquiry:</u></b> When receiving an enquiry from a potential client, the Business Development (BD) team will contact the client to find out more about the client's requirement.</p> <p><b><u>Preparation of Proposal: -</u></b> After understanding the client requirement, the Engineering team will prepare a preliminary design and the BD team will prepare the business proposal for the client.</p> <p>The proposal will then be submitted and presented to client for client's review and consideration.</p> <p>If the client does not accept the proposal, the proposal will be reviewed and revised to meet client's requirement.</p> <p><b><u>Proposal Acceptance: -</u></b> When the proposal is accepted by the client, the client will sign the proposal as an acceptance of the proposal, or alternatively the client can issue a Letter of Award.</p> <p>Upon the acceptance of the proposal by the client, the 1<sup>st</sup> invoice will be issued to the client.</p> <p><b><u>Site Study: -</u></b> The Engineering team will conduct a site study to collect more information for the engineering design and authority submission.</p> <p>The site study is carried out to determine the site feasibility for the installation of solar system. Information collected on site will be communicated to the client.</p> <p><b><u>Authority Application: -</u></b> The Authority team will prepare the documents for the NEM quota application submission to SEDA and other necessary authority application.</p> <p>While waiting for the NEM Quota approval, the Project team will plan for the project execution and the Engineering team will complete the detailed engineering design for the system installation.</p> <p>Upon receiving the NEM Quota approval, the 2<sup>nd</sup> invoice will be issued to the client and ST License application will start.</p>	<p>BDT</p> <p>ET / BDT</p> <p>BDT</p> <p>BDT/ET</p> <p>BDT/ Finance</p> <p>ET</p> <p>AT</p> <p>PT/ET</p> <p>Finance</p>



## 2.0: Operation & Maintenance



### 3.0 Glossary of abbreviation & definition of terms used:

Abbreviation/ Term	Description
BDT	Business Development Team
ET	Engineering Team
NEM	Net Energy Metering
O&M	Operation & Maintenance
PT	Project Team
SEDA	Sustainable Energy Development Authority
ST	Suruhanjaya Tenaga