Expedited Validation Option

The How-To-Guide for preparing and submitting the audit validation form and supporting documentation.
The Auditing Process

- Validations are important to maintain public and grid safety, and the EVO doesn’t eliminate the need to do them – just the timing and the amount of them.
- Instead of reviewing every single validation prior to giving the go-ahead to begin generating, we will randomly select from the attestations received each week a few to audit.
What is an audit?

- If selected, the contractor will need to submit a full validation package for the application.
- Audit notifications will be sent via email on Mondays before noon and the packet will be due by the start of business the following Monday.
- Audits that are late, incomplete or ignored may result in a range of outcomes depending on the situation, up to and including a lockout of the customer’s PV system.
How to ace the audit

- An audit is the same thing as a validation – it’s just done after the system has been approved.
- Make the audit easy by:
  - Actually doing everything you’ve attested to in the form.
  - Gather photos, screenshots and other information typically submitted in a validation package and keep them handy for at least a year (the potential audit period).
Validation Information

Also, please do not forget to review and address any comments that may have been noted within the application.

You will be asked to provide the following information:

- Closed building and electrical permit or completed electrical inspection
- Electrician License Holder name and License ID number.
- As-built line drawing (if different than previously submitted)
- Photos:
  - Inverters - nameplate label including model number, micro inverters must also show PV subpanel breakers, central inverter layout and location in relation to the meter.
  - AC System disconnect - nameplate label, signage showing relation to meter, location in relation to meter, multiple system disconnect switches must be labeled accordingly: 1 of 3, etc.
  - Additional Photos may be required based on the size and design of the system.
  - Utility meter - with signage
  - Energy Storage if applicable - nameplate label
  - Main service disconnect - signage showing relation to system disconnect
- Inverter screenshot(s) or photos of settings to show compliance with Hawaiian Electric Companies' technical requirements.
- Certificate of Insurance, as stipulated by the program's requirements (if applicable).
- Property and equipment accessibility
Complete the Audit Validation form and submit it with all required photos

Package up all of the required information and email to validations@hawaiianelectric.com

Remember accuracy and completeness is important!

Pay close attention to these items:

- Previous unresolved errors
- Inverter Programming
- Nameplate photos – make sure we can read the information and that the information on them matches the application.

We will be in touch if we find errors/issues with the audit.

If you don’t hear from us within a few days of submitting the audit – that’s a good sign!
Validations and the EVO

- The certification periods begin and end on a quarterly annual calendar:
  - January – March
  - April – June
  - July – September
  - October – December

- Contractors that receive a “pass rate” of at least 70-percent will earn EVO status for the following quarter.
  - Pass rate means that at least 70-percent of their validations during the course of the certification period are accepted without error when submitted.
Key tips to maintain and increase validation pass rates

- The top three validation errors are:
  - Unresolved errors from Completeness Review or prior revisions
    - Hint: Check the application history to determine if anything had been flagged during review or revisions. If so, make sure those errors are corrected before submitting the validation.
  - Incorrect inverter programming
    - Hint: Double-check to make sure the programming matches inverter specifications for compliance with all applicable settings under Rule 14H.
  - Missing or discrepant nameplate photos
    - Hint: Review the photos to make sure the information is legible and matches what is in the application, and make sure you have ALL photos. Don’t forget to include the nameplate photos for energy storage systems.
Questions?

We’re happy to answer any questions you may have about the Expedited Validation Option.
Send us an email at connect@hawaiianelectric.com