Understanding Microgeneration Connections and Applying for Your Connection

This guide applies to connections up to 50kW
About us

Southern Electric Power Distribution (SEPD) and Scottish Hydro Electric Power Distribution (SHEPD) are distribution network operators (DNOs) which mean they each have a licence to own and operate electricity distribution networks. Electricity distribution networks are the system of overhead lines and underground cables that distribute electricity to homes and businesses.

SEPD is the largest of our two distribution networks and safely delivers electricity supplies to over 2.8 million customers across central southern England. Our operational region ranges from rural communities in Dorset, Wiltshire, Gloucestershire and Oxfordshire to towns and cities including Bournemouth, Oxford, Portsmouth, Reading, Southampton, Slough, Swindon and in parts of west London. We also distribute electricity to and across the Isle of Wight.

SHEPD safely delivers electricity to some 740,000 customers in the north of Scotland. Our SHEPD operating region covers a quarter of the UK landmass which attracts unique challenges both in terms of distance and location. As well as the major towns and cities of Aberdeen, Dundee, Inverness and Perth, we connect to most Scottish islands with over 100 subsea cable links, including the Inner and Outer Hebrides, Arran and the Orkney islands.
Introduction to Microgeneration

Microgeneration is a term used to describe a small scale renewable energy system which can be generated from sources such as solar, wind or hydro. In recent years there has been a large increase in the number of applications for these types of connections to our network.

This is mainly due to technological advances, environmental issues and new government policies and incentives.

As an electricity distribution network operator it is our responsibility to maintain the safety and reliability of your electricity supply. As your generator will produce electricity and will require to be connected to our network we have to make sure our existing network is capable of providing the power you need to operate your equipment. To allow us to do this we have established a simple set of guidelines to help you get connected.

We help to connect thousands of customers to our network every year and our experience has shown that keeping our customers well informed helps them to manage their generation connection much more successfully with their installer.

This leaflet aims to help both you and your installer understand the steps required to get your small scale generator connected to our network.

Please read the following carefully as it includes important information about the responsibilities of the different parties who will be involved in your connection, including the most important person, you.
Feed in Tariffs

Feed in tariffs (also known as FIT’s) are payments made to energy users for the renewable electricity they generate. Once your generator has been connected and you have completed the relevant FIT application form (your installer should help you with this) FIT’s are paid by your nominated energy supplier to you every quarter.

For more information on FIT’s please refer to: [gov.uk/feed-in-tariffs](http://www.gov.uk/feed-in-tariffs)

Appointing an Installer

To progress with your connection you must contact an accredited installer (or equivalent) to arrange your generation connection for you. They will usually contact us on your behalf (although you may do this yourself), arrange all documentation and will generally keep you informed of what actions you may need to take.

If you are planning a ‘Feed-in-tariff size’ project, we would suggest you consider contacting an MCS (Micro Generation Certification Scheme) accredited installer in the first instance.

A list of installers can be found at: [microgenerationcertification.org/consumers/installer-search](http://www.microgenerationcertification.org/consumers/installer-search)

To search for MCS certified installers operating in Scotland, including customer reviews and special offers see also: [energysavingtrust.org.uk/scotland/Generating-energy/Find-a-renewables-installer-in-your-area](http://www.energysavingtrust.org.uk/scotland/Generating-energy/Find-a-renewables-installer-in-your-area)
Choose your type of generation

**Solar PV (Photo-voltaic cells)**

These use the sun to create electricity and will operate with daylight as well as direct sunlight however great light intensity results in a greater flow of electricity.

**Micro Wind**

A small wind turbine which converts kinetic energy into electricity. Wind turbines are placed in locations that can be counted on to provide a steady flow of wind and thus a reliable flow of electricity.

**Micro Hydro**

Hydro power is very site specific. It is a scheme which harnesses a local watercourse by placing a turbine within the watercourse and converts the energy into electricity. A licence may be required from SEPA or the EA to ensure the ecology of the watercourse has been maintained.

**Domestic Combined Heat and Power (DCHP)**

This technology generates heat and electricity simultaneously, from the same energy source, in individual homes or buildings. The main output of a micro-CHP system is heat, with some electricity generation. They operate much like a conventional boiler but when operating they also produce electricity.

There are many different types of CHP with varying levels of complexity. You may need further advice to fully consider this option including fuel types, the impact of the emissions and cost of maintenance.

**Fuel Cells (FC)**

A fuel cell is a device that converts chemical energy into electricity. Combining a fuel (e.g. hydrogen) with oxygen in a battery-like principal, results in electricity and heat with few pollutants.

If you still need further information regarding the different types of microgeneration more details can be found at:

If you have a property in Scotland you can get free, independent, impartial advice on microgeneration from Home Energy Scotland on 0808 808 2282 or visit energysavingtrust.org.uk/scotland

Home Energy Scotland, from the Scottish Government, is the only source of clear and impartial advice on making homes easier to heat and power.

Alternatively if you have a property in England you can get free independent, impartial advice on microgeneration from the Energy Savings Trust on 0300 123 1234 or visit energysavingtrust.org.uk/england

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Community Projects

**Allt Dearg Community Windfarm**

Information about funding in Scotland can be found at:

www.localenergyscotland.org/cares

Further advice and support can be found at:

www.communityenergyscotland.org.uk

Detailed assistance with community project development in Scotland can be found at:

www.localenergyscotland.org/toolkit

www.communityenergyengland.org

www.ukcec.org

Further information for Communities and Renewable Energy can be found at:

www.gov.uk/community-energy


For more specific information depending on where your community project is located see below:

If you are involved in planning a community project and would like some extra help and advice on generation connections and your options, please feel free to contact our dedicated community connection team at community.energy.champion@sse.com
Community Projects

If you are involved in planning a community project and would like some extra help and advice on generation connections and your options, please feel free to contact our dedicated community connection team at community.energy.champion@sse.com

Further information for Communities and Renewable Energy can be found at:

gov.uk/community-energy

scotland.gov.uk/Topics/Business-Industry/Energy/Energy-sources/19185/Communities

For more specific information depending on where your community project is located see below:

Scotland

Information about funding in Scotland can be found at: localenergyscotland.org/cares

Further advice and support can be found at: communityenergyscotland.org.uk

Detailed assistance with community project development in Scotland can be found at: localenergyscotland.org/toolkit

England

communityenergyengland.org

ukcec.org
Connecting to our network

Once you have chosen your preferred type of generation your generator will need to be connected to our network either through your existing supply or through a new connection. The size (kW) of the generator(s) will dictate which connection process you will need to follow. This guide is designed for all generation connections up to and including 50kW.

If your proposed generation is likely to exceed 50kW please contact our major connections team:

Major Connections (exceeding 50kW)
Phone: 0345 072 4319
E-mail: mcc@sse.com

Note to customers:
If your generation is connecting to an existing electricity supply your installer is required to provide us your Meter Point Administration Number (MPAN). Your installer will need this from you to allow them to complete the application form. Your MPAN is a 13 digit number which will be located on your electricity bill.

The first two digits of your MPAN is dictated by which distribution area you are in. Every distribution network operator (DNO) has a distribution ID. If your connection is within our network area your MPAN will start with 17 (North Scotland) or 20 (Central Southern England) If you are unsure or would like to check who your distributor is please use the look up service on our website: ssen.co.uk/WhereWeOperate

Your Supply Number
501 901 100
17 009 9999 999

Distributor ID
Your 13 digit supply number will be on your electricity bill and look like this.
Connecting to our network

Size of generator
Is your proposed generator or inverter rated less than 16 Amps per phase OR 3.68kW (single phase) OR 11.04kW (3 phase)

Yes

No

Number of generators
Are you planning to install more than 1 generator in a single property?

Yes

No

Number of properties
How many properties are you planning to install microgeneration in?

More than 1

1

Small Scale Microgeneration
G83/2 Stage 1
Page 8

Small Scale Microgeneration
G83/2 Stage 2
Page 9

Large Scale Microgeneration
G59/3 50kW or less
Page 10
Small scale microgeneration (G83/2 Stage 1)

For installations less than 3.68kW (kilowatts) per phase at a single premises.

You do not need to apply to us prior to installing your generator.

You are legally obliged to notify us within 28 days of your generation equipment being installed with details of the project. Your installer will do this for you.

Your installer is required to send the following information on your behalf:

Installation Commissioning Confirmation Form including:
- Meter point administration number (MPAN)
- Total capacity of generation installed (kW)

Inverter Type Test Certificate including:
- The power rating (kW) on the certificate should match the power rating (kW) of the inverter shown on the schematic diagram

Schematic Drawing which should show the following:
- The generator itself
- Name and power rating (kW) of the inverter being used
- Live phases, neutral, earth
- Lockable isolators
- Clear demarcation between our and your equipment

See page 12 – 17 for examples of above requirements

Your installer should send the above required information to our Microgeneration Team:

**Scotland**
- **Email:** notifications.northmicrogen@sse.com
- **Post:** Microgeneration connections, Scottish and Southern Electricity Networks, Inveralmond House, 200 Dunkeld Road, Perth, PH1 3AQ

**England**
- **Email:** notifications.southmicrogen@sse.com
- **Post:** Microgeneration connections, Scottish and Southern Electricity Networks, Walton Park, Walton Road, Portsmouth, PO6 1UJ
Small scale microgeneration (G83/2 Stage 2)

For installations of less than 3.68kW (kilowatts) per phase at more than one property; and more than one generator at a single property.

You are required to apply to us prior to connecting your generation equipment and wait for us to come back to you to say whether any work is required before you can connect. This still applies even if total generation across all the properties or generators is less than 3.68kW. We may have to carry out works to our network to allow your generation to operate correctly.

You must fill in an application form and provide all the relevant information:

Completed ‘microgeneration connection (50kW or less)’ application form:

This should include the following for each property being connected:

- Property address
- Meter point administration number (MPAN)
- Proposed total capacity of generation installed (kW)

Inverter Type Test Certificate

- The power rating (kW) on the certificate should match the power rating (kW) of the inverter shown on the schematic diagram

Schematic Drawing which should show the following for each generator:

- The generator itself
- Name and power rating (kW) of the inverter being used
- Live phases, neutral, earth
- Lockable isolators
- Clear demarcation between our and your equipment

Site plan

- Map highlighting all properties to be connected
- Mark indicating which generator is connecting at each property

Once we have received all of the above information we will register your project and your application will be passed to our connection designers to prepare your quotation.

Note to installers:
Please ensure the information you provide is complete in full and to the specifications detailed above. This will ensure there are no delays in progressing your application.

See page 12 – 17 for examples

Your installer should send the above required information to our Microgeneration Team:

Scotland
Email: north.microgen@sse.com
Post: Microgeneration connections, Scottish and Southern Electricity Networks, Inveralmond House, 200 Dunkeld Road, Perth, PH1 3AQ

England
Email: south.microgen@sse.com
Post: Microgeneration connections, Scottish and Southern Electricity Networks, Walton Park, Walton Road, Portsmouth, PO6 1UJ
Large scale microgeneration (G59/3)

For installations of above 3.68kW (kilowatts) per phase but 50kW or less.

For these larger projects we will need to agree with you how best to connect your generator to our network. We may need to make some modifications to our network to allow your generator to operate correctly. Substantial work could be required therefore we recommend you contact your installer and liaise with us from an early stage especially before purchasing any equipment as the costs depend on a number of site specific variables.

Your installer should provide the following information:

Completed ‘microgeneration connection (50kW or less)’ application form:

This should include the following:

- Property address
- Meter point administration number (MPAN)
- Proposed total capacity of generation installed (kW)

Inverter Type Test Certificate

- The power rating (kW) on the certificate should match the power rating (kW) of the inverter shown on the schematic diagram

Schematic Drawing

- The generator itself
- Name and power rating (kW) of the inverter being used
- Live phases, neutral, earth
- Lockable isolators
- Clear demarcation between our and your equipment

Site plan

- Map highlighting full land boundary
- Mark the proposed/existing meter point
- Mark the proposed location of generation

Once we have received all of the above information we will register your project and your application will be passed to our connection designers to prepare your quotation.

Note to installers:

Please ensure the information you provide is complete in full and to the specifications detailed above. This will ensure there are no delays in progressing your application.

See page 12 – 17 for examples

Your installer should send the above required information to our Microgeneration Team:

Scotland

Email: north.microgen@sse.com
Post: Microgeneration connections, Scottish and Southern Electricity Networks, Inveralmond House, 200 Dunkeld Road, Perth, PH1 3AQ

England

Email: south.microgen@sse.com
Post: Microgeneration connections, Scottish and Southern Electricity Networks, Walton Park, Walton Road, Portsmouth, PO6 1UJ
Where can I find an application form?

In order to obtain an application form, please visit the Useful Documents page on our website: ssen.co.uk/Connections/UsefulDocuments

Once complete, the application form can be emailed back to us, along with the appropriate information dependant on the category of your connection (see page 7):

north.microgen@sse.com (Scotland)
south.microgen@sse.com (England)

Alternatively, you can call our Microgeneration Team who will arrange to post out an application form to you.

0345 072 4318 (Scotland)
0345 078 6757 (England)

If your generation project is greater than 50kW please contact our Major Connections Team

mcc@sse.com
0345 072 4319

What do we do with your application?

On receipt of your application we will assess it to ensure we have all the information we require in order to progress. We will then prepare a quotation if needed or tell you if it is not, based on your requirements. This work will be carried out by one of our Connection Designers.

Please note it is not always necessary for us to visit your site in order to provide you with a quotation. Where we can, we produce our designs from the desktop, which helps keep our charges low.

This may take up to 65 working days depending on what is involved in connecting your generator to our network.

What happens once I have received my quotation?

Your quotation will include details of your Connection Designer who will be able to discuss your quotation and answer any questions you may have. Once you are happy to proceed please return your acceptance, with payment for us to progress with your connection.

What payment methods are accepted?

We currently accept payments via cheque or bank transfers (BACS) the details of which will be provided in your quotation.

In order to progress delivery of your connection, payment is required on acceptance.

Please note Connections quotations are valid for 90 calendar days from date of issue.
Example of Installation Commissioning Confirmation Form

### G83/2 Appendix 3  SSEG Installation Commissioning Confirmation

| G83/2 SEG INSTALLATION COMMISSIONING CONFIRMATION |
|-----------------------------------|-------------|---------|
| **To** SEPD/SHEPD                 |             |         |
| **SSEG installation address details** |             |         |
| Name of Customer at Site          | Mr J Bloggs |         |
| Customer contact telephone        | 01340 879900 |         |
| Site address                      | Redwell Farm Moray |         |
| Post Code                         | AB38 9NN    |         |
| MPAN                              | 17 12345678900 |         |
| **SSEG owner if different from above** |             |         |
| Name and Contact Address          | As Above    |         |
| Including Post Code               |             |         |
| Contact telephone number          | As Above    |         |
| **SSEG Details**                  |             |         |
| Note only technologies with Type Tested equipment can be installed under G83/2. |
| **Capacities**                    |             |         |
| phase 1 in kW                     | 3.68        | Solar PV |
| phase 2 in kW                     |             |         |
| phase 3 in kW                     |             |         |
| Type test ref only for new installations |         |         |
| Primary energy source             | Eg Wind, Solar PV, Hydro, Gas CHP. |         |
| **New**                           |             |         |
| New/Existing                      |             |         |
| New/Existing                      |             |         |
| **The Maximum aggregate capacity of SSEGs installed in a single customer’s installation under G83/2 is 3.68kW per phase at 230V AC. Identify above new SSEG installations and existing installations at the site which have not been de-commissioned as of the date of this declaration. Use a separate line for new and existing installations and for different Primary Energy sources above. For installations above 3.68kW per phase the separate G59 process applies and the DNO needs to be consulted before any installation is undertaken. Use ph 1 column for single phase supply.** |         |         |
| **I confirm that the new SSEGs noted above have been installed and commissioned to comply with the requirements of G83/2 as required by The Distribution Code. I enclose a copy of the circuit diagram which has been left on site at the customers incoming meter location.** |         |         |
| Name                              | Anne Stewart |         |
| Signed                            |             |         |
| Date                              | 01/10/2014  |         |
| On behalf of Installer            | AABs LTD    |         |
| Accreditation / Qualification     | MCS 9999    |         |
| Installer address                 | 32 Bridger Place, Place |         |
| Post code                         | PH9 9QP     |         |
| Contact person                    | Anne Stewart |         |
| Telephone number                  | 01738 000000 |         |
| E:mail address                    | enquiries@aabltd.co.uk |         |
## Application for Connection of Microgeneration

Application for connection of G83/2 Stage 2 or G59/3 small embedded generators (SEG) which are less than or equal to 50kW (3 phase), or, 17kW per phase.

Please complete in full so we can assess the impact the connection will have on our network. If this is a multiple installation project, you only need to submit one application form.

**Project Details**

| Site / Project address (including full post code) | Mr J Bloggs  
Redwell Farm  
Moray  
AB38 9NN |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Telephone number</td>
<td>01340879000</td>
</tr>
<tr>
<td>Customer supply number (MPAN) (Starts 17 for Scotland, or, 20 for England)</td>
<td>17 12345678900</td>
</tr>
<tr>
<td>Existing import meter serial number</td>
<td>A01B00000</td>
</tr>
<tr>
<td>Proposed date of Installation completion</td>
<td>March 2015</td>
</tr>
</tbody>
</table>
| Existing connection details: (number of phases) please tick the appropriate box | Single Phase  
| Split Phase  
| Three Phase |
| Generator connection details: (# of phases connected MUST equal phases available above) | Single Phase  
| Split Phase  
| Three Phase |
| Distribution Network Operator (DNO)              | Southern Electric Power Distribution / Scottish Hydro Electric Power Distribution |

**Installer Details**

<table>
<thead>
<tr>
<th>Installer</th>
<th>AABs LTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accreditation/Qualification:</td>
<td>MCS 9999</td>
</tr>
</tbody>
</table>
| Address (incl. post code) | 32 Bridge Place  
PH9 9QP |
| Contact person | Anne Stewart |
| Telephone number | 01738 00000 |
| Fax number | |
| Email address | enquiries@aabltds.co.uk |

**Generator Details**

| Generator owner | Mr J Bloggs |
| Generator location within premises | In Barn |
| Generator Capacity | Aggregate generator capacity being installed: - (in KVA) for AC machine, or, AC power output (in kW) for PV: - 20kW net capacity |
| Export Level | What is the maximum export level onto the DNO electricity network (kW) |
| | 20kW |
| | More than 30kW |

October 2013
APPLICATION FOR CONNECTION OF MICROGENERATION

Application for connection of G83/2 Stage 2 or G59/3 small embedded generators (SEG) which are less than or equal to 50kW (3 phase), or, 17kW per phase.

Please complete in full so we can assess the impact the connection will have on our network. If this is a multiple installation project, you only need to submit one application form.

Other Information to be Enclosed – please complete in full.

Generator type verification test certificate, to include the following information:
- Manufacturer and model type: 80 x ReneSola & 1 x Aurora Trio 20.0TL
- Generator* rating (in A) and power factor: 20W – PF = 1
  *(or Inverter rating if indirectly connected or for PV installation)
- Maximum export capacity (in A): 33A PER INVERTER
- Single or Multi phase: three phase inverters
- Maximum peak short circuit current (in A): N/A
- Magnetising inrush current (starting current) (in A): N/A
- Type of prime mover and fuel source: solar pv
- Contact details – telephone numbers, web address etc: enquiries@aabltds.co.uk

Copy of system circuit diagram within the installation.

Earthing arrangements: TNCS

Site layout plan showing location of Generator(s) – if applicable: Attached

Grid Reference Number of Generator (or Inverter), preferably 9 digit: NO 11111 00000

Safety – Wind Turbine Installation

The horizontal distance between the turbine and the nearest overhead line conductor should be at least 1.5 times the maximum height of the turbine.

Maximum height of wind turbine from ground to tip of blade: N/A metres

Horizontal distance from base to nearest overhead line conductor: N/A metres

Declaration – to be completed by applicant

Comments (use separate sheet if necessary)

System is 3 x Three phase inverters installed onto a three phase system with the load split equally.

I declare this installation has been designed to comply with the requirements of one of the following installation types:

- ER G59/3, and will use type tested inverters fitted with 2 stage settings from G59/3
- ER G59/3, and will have a dedicated G59/3 relay fitted

Name and signature: Anne Stewart

Accreditation/Qualification: MCS 9999

Company: AABs LTD

Date: 01/10/2014

Page 2 of 3

October 2013

Example of Microgeneration Connection Application Form (50kW or less)
APPLICATION FOR CONNECTION OF MICROGENERATION

Application for connection of G33/2 Stage 2 or G59/3 small embedded generators (SEG) which are less than or equal to 50kW (3 phase), or, 17kW per phase.

Please complete in full so we can assess the impact the connection will have on our network. If this is a multiple installation project, you only need to submit one application form.

Application checklist

Before sending this application to Scottish and Southern Electricity Networks, please ensure you have considered the following points; otherwise this may delay your application:

- MPAN provided or New Connection* stated
  *(additional details on your load requirements will be sought.)
- Generator details enclosed
- Inverter Type Test Certificate enclosed (if applicable)
- Generator starting current stated (applicable to rotating generator with no inverter)
- Single Line Electrical Diagram showing all generation enclosed
- Overall location and on-site plan with meter position enclosed
- Application fully completed, signed and dated

Correspondence addresses

Please send your completed application to:

For Scotland
email to: north.microgen@sse.com, or
fax to: 0345 0724318, or
post to: Microgeneration Connections, Scottish and Southern Electricity Networks, Inveralmond House, 200 Dunkeld Road, Perth, PH1 3AQ.

For England
email to: south.microgen@sse.com, or
fax to: 0345 0788707, or
post to: Microgeneration Connections, Scottish and Southern Electricity Networks, Walton Park, Walton Road, Portsmouth, PO6 1UJ
Understanding Microgeneration Connections and Applying for Your Connection

Example of Schematic Drawing

NOTES
1) WIND TURBINE OUTPUT IS NOMINAL 250V AC 5PH UNDER NORMAL OPERATING CONDITIONS 20+2 BUT VOLTAGE, CURRENT AND FREQUENCY PROPORTIONAL TO RPM/WIND SPEED. OPEN CIRCUIT VOLTAGE APPROX X 1.5 NORMAL OPERATION. MAX OUTPUT 6kW AT APPROX 2000 RPM.

2) SMA WINDY BOY W86000 INVERTER IS EA APPROVED FOR CONNECTION TO UK GRID.

IT INCLUDES
A) OVER/UNDER VOLTAGE PROTECTION
B) OVER/UNDER FREQUENCY PROTECTION
C) LOSS OF MAINS PROTECTION (BY MEANS OF FREQUENCY DRIFT)
D) 180s DELAY FROM RETURN OF MAINS AFTER FAULT TO START OF SELF INITIATE PROCEDURE.

3) VOLTAGE LIMITING RESISTOR IS RATED 3MW, 100H AND SHOULD BE MOUNTED IN A SAFE WELL VENTILATED AREA.

4) A 230VAC SUPPLY IS REQUIRED FOR THE AUXILIARY CONTACT ON THE WIND TURBINE ISOLATOR IN THE CONTROLLER TO OPERATE THE OVER VOLTAGE PROTECTION CIRCUIT.

5) IT IS ADVISABLE THE CONTROLLER, WINDYBOY INVERTER, KWMETER AND LOCKABLE ISOLATOR BE INSTALLED IN CLOSE PROXIMITY TO THE DNO CUTOFF.

Example of Schematic Drawing

<table>
<thead>
<tr>
<th>TITLE</th>
<th>KW6 Installation Drawing</th>
</tr>
</thead>
<tbody>
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<td>01</td>
</tr>
<tr>
<td>SHEET NUMBERS</td>
<td>1 of 1</td>
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<tr>
<td>MATERIAL</td>
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</tr>
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<td>DIMENSIONS</td>
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<td>CONTROLLERS</td>
<td>SMA WINDY BOY W86000</td>
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<td>APPLICATION</td>
<td>KW6 TN-S Single Phase</td>
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<tr>
<td>INSTALLATION</td>
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</tr>
</tbody>
</table>
Example of Site Plan
Visit us at ssen.co.uk

or contact us on:
Scotland
📞 0800 048 3515
✉️ connections@sse.com

England
📞 0800 048 3516
✉️ connections@sse.com

All links and information contained in this booklet are correct at time of publication.