GUIDELINES FOR COMPLIANCE WITH THE ELIGIBILITY REQUIREMENTS OF THE SELF-CERTIFICATION PROCESS IN APPLYING FOR A STATUTORY EXCEPTION

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1. Purpose

1.1. In Statutory Exceptions to the Single Parcel Rule, D.P.U. 23-20-A (November 29, 2024), the Department established a Self-Certification Process, supported by a Self-Certification Form, to implement the exceptions to the Single Parcel Rule set forth in G.L. c. 164, § 139(*l*). These Guidelines are a comprehensive reference for Host Customers to apply for a Statutory Exception and for the Reviewer to determine the associated eligibility. The Statutory Exceptions allow more than one Net Metering Facility on a single Parcel of Land when specific criteria are met. Eligible Host Customers may receive Net Metering Services under 220 CMR 18.00 once a Statutory Exception is obtained.

2. Scope

2.1. This Self-Certification Process and Self-Certification Form ("Form") apply to: (1) Host Customers of eligible Net Metering Facilities;(2) Representatives; and (3) the Reviewer. Certain Host Customers seeking to receive Net Metering Services for more than one Net Metering Facility on a single Parcel of Land can apply for a Statutory Exception with Submission of the Form to the Reviewer.

3. Definitions

3.1. AC means alternating current.

3.2. Applying Facility means a Solar Net Metering Facility for which a Host Customer seeks a Statutory Exception.

3.3. Area Median Income ("AMI") means the midpoint of a specific area's income distribution, meaning that half of the families in that area earn more than the median income and half earn less.

3.4. Authorization to Interconnect shall mean an official written notification provided by the Distribution Company to the interconnecting Customer, authorizing the interconnecting Customer to activate and operate the Facility subject to the terms of the Interconnection Service Agreement in accordance with the Standards for Interconnection of Distributed Generation ("DG Interconnection Tariff") in effect for each Distribution Company.

3.5. Business Day means a day that is not a Saturday, a Sunday, or a public holiday as observed by the Commonwealth of Massachusetts. Computation of time shall begin with the first day following that on which the act that initiates such period of time occurs. The last day of the period so computed is to be included unless it is not a Business Day, in which event the period shall run until the end of the next following Business Day.

3.6. Certification means a written statement based on knowledge, information, and belief that the relevant claims are true.

3.7. Class I Net Metering Facility is a plant or equipment that is used to produce, manufacture, or otherwise generate electricity and that is not a transmission facility and that has a design capacity of 60 kilowatts or less; provided, however, that a "Class I net metering facility" of a municipality or other governmental entity may have a generating capacity of less than or equal to 60 kilowatts per unit. G.L. c. 164, §§ 138, 139.

3.8. Class II Net Metering Facility is an agricultural net metering facility, an anaerobic digestion net metering facility, solar net metering facility, or wind net metering facility with a generating capacity of more than 60 kilowatts but less than or equal to 1 megawatt; provided, however, that a Class II net metering facility of a municipality or other governmental entity may have a generating capacity of more than 60 kilowatts but less than or equal to 1 megawatt per unit. G.L. c. 164, §§ 138, 139.

3.9. Class III Net Metering Facility is an agricultural net metering facility, an anaerobic digestion net metering facility, solar net metering facility, or wind-net-metering facility with a generating capacity of more than 1 megawatt but less than or equal to 2 megawatts; provided, however, that a Class III net metering facility of a municipality or other governmental entity may have a generating capacity of more than 1 megawatt but less than or equal to 2 megawatts per solar net metering, anaerobic digestion net metering or wind net metering unit. G.L. c. 164, §§ 138, 139.

3.10. Customer means a customer of a Distribution Company that is entitled to the Net Metering Credits, including Net Metering facilities. G.L. c. 164, §§ 138, 139, 139A, 140.

3.11. Department means the Department of Public Utilities.

3.12. Distribution Company - The current Distribution Companies are:

Fitchburg Gas and Electric Light Company d/b/a Unitil.

Massachusetts Electric Company and Nantucket Electric Company each d/b/a National Grid.

NSTAR Electric Company d/b/a Eversource Energy. NSTAR Electric Company now includes the former Western Massachusetts Electric Company.

3.13. Effective Date means March 14, 2025, which is the date on which the Reviewer first accepted Forms and is the date on which this Self-Certification Process shall first apply, unless the Department otherwise orders.

3.14. Facility means a plant or equipment eligible to receive Net Metering Services as a Class I, II, or III Net Metering Facility.

3.15. Form Website means the publicly accessible website located at https://www.massaca.org/single-parcel-rule-exceptions.asp

3.16. General Net Metering Program ("GP") means the Net Metering program established pursuant to G.L. c. 164, §§ 138, 139, and 140.

3.17. Government-Owned Parcel means a Parcel of Land owned by a Municipality or Other Governmental Entity eligible to obtain a Public Identification Number and to receive Net Metering Services under the Public Cap.

3.18. Host Customer means a Customer with a Class I, II, or III Net Metering Facility that generates electricity on the Customer's side of the meter. Host Customer includes a prospective Host Customer. 220 CMR 18.02.

3.19. Interconnection Service Agreement ("ISA") shall mean an agreement for interconnection service between the interconnecting customer and the Distribution Company, the form of which is provided in Exhibit G to the DG Interconnection Tariff. The agreement also includes terms and conditions, attachments describing the Facility, system modifications, payment terms and construction schedule (if applicable) and any amendments or supplements thereto entered into by the interconnecting customer and the distribution company.

3.20. kW means kilowatt.

3.21. Low- or Moderate-Income Housing means any housing subsidized by the federal or state government under any program to assist the construction of low- or moderate-income housing as defined in the applicable federal or state statute, whether built or operated by any public agency or any nonprofit or limited dividend organization. G.L. c. 40B, § 20.

3.22. Maximum Operating Conditions means the highest operational limits under which the Net Metering facility can function without experiencing damage, degradation, or failure.

3.23. Multiple Technologies Blanket Exception ("Multiple Technologies Exception") means that more than one Net Metering Facility may be installed per Parcel of Land if: (1) the Facilities participate in the GP; (2) the Facilities are fueled by Renewable Energy technologies; (3) there may be no more than one type of each Renewable Energy technology per Parcel of Land; (4) if any of the Facilities are in the Private Cap, the aggregate Nameplate Rating of all the Net Metering Facilities on the Parcel of Land may not exceed two MW, or, if all the Facilities are in the Public Cap, the aggregate Nameplate Rating of all the Net Metering Facilities on the Parcel of Land may not exceed ten MW; (5) each Net Metering Facility has its own revenue meter; and (6) each Facility must have at least submitted an interconnection application with the Distribution Company and received a communication from the Distribution Company stating that the application is complete. See Inquiry Into Single Parcel and Subdivision Rules, Order Announcing Blanket Exceptions and Streamlining Process, D.P.U. 17-22-A (2018).

3.24. Municipality means a city or town. 220 CMR 18.02.

3.25. MW means megawatt.

3.26. Nameplate Rating means the rating of a Facility, in alternating current, that reflects Maximum Operating Conditions, and not Normal Operating Conditions.

3.27. Net Metering means the process of measuring the difference between electricity delivered by a Distribution Company and electricity generated by a Class I Net Metering Facility, Class II Net Metering Facility, Class III Net Metering Facility, or a Small Hydroelectric Net Metering Facility participating in the Small Hydroelectric Net Metering Program and fed back to the Distribution Company. 220 CMR 18.02.

3.28. Net Metering Credit means any credit, including a Market Net Metering Credit and a Neighborhood Net Metering Credit as defined in G.L. c. 164, § 138, provided by a Distribution Company for the net excess electricity generated and fed back to the Distribution Company by a Class I Net Metering Facility, Class II Net Metering Facility, Class III Net Metering Facility, Neighborhood Net Metering Facility, or Small Hydroelectric Net Metering Facility participating in the Small Hydroelectric Net Metering Program. 220 CMR 18.02.

3.29. Net Metering Services means services provided by a Distribution Company to Customers and Host Customers necessary to permit Net Metering, including those related to interconnection, metering, and calculation and billing of Net Metering Credits, as specified in the Distribution Company's Net Metering Tariff pursuant to 220 CMR 18.09(2), (3).

3.30. Net Metering Tariff means the Net Metering Tariff, Provision, or Schedule for each individual Distribution Company as approved by the Department, as may be amended from time to time.

3.31. Normal Operating Conditions refers to when all of the following conditions are satisfied: (a) the equipment is properly installed; (b) the equipment is properly maintained; (c) the equipment is used in accordance with instructions included in the listing and labeling and in accordance with manufacturer's instructions; and (d) there is no evidence of impending failure.

3.32. On-site Load means any new or existing electric load located at the site of a Net Metering Facility, other than parasitic load that may result from the installation and operation of the Net Metering Facility, and that is wired to be served by a portion of the electrical energy output from the Net Metering Facility before the balance of such output passes through the Net Metering Facility's metered interconnection onto the electric grid. An energy storage system, as defined in G.L. c. 164, § 1, does not constitute On-site Load. 220 CMR 18.02.

3.33. Other Governmental Entity means a department or agency of the Federal government or of the Commonwealth of Massachusetts, and any other entity as approved by the Department. 220 CMR 18.02.

3.34. Parcel of Land means a unit or tract of land as recorded per the Registry of Deeds.

3.35. Private Cap means the limit on the aggregate capacity of Facilities in the GP that are not covered by the Public Cap, pursuant to G.L. c. 164, § 139(f). A separate Private Cap is applicable to each Distribution Company.

3.36. Petition Exception means an exception to the Net Metering rules granted by the Department pursuant to 220 CMR 18.09(7), including an exception to the Single Parcel Rule allowing more than one Net Metering Facility to be installed on the same Parcel of Land.

3.37. Private Entity means an entity that is not a Municipality or Other Governmental Entity.

3.38. Public Cap means the limit on the aggregate Net Metering capacity of Municipalities or Other Governmental Entities Facilities in the GP, pursuant to G.L. c. 164, § 139(f). A separate Public Cap is applicable to each Distribution Company.

3.39. Public Identification Number ("Public ID") means a number issued by the Department to an entity that demonstrates classification as a Municipality or Other Governmental Entity for the purposes of receiving Net Metering Services.

3.40. Renewable Energy is energy generated from any source that qualifies as a Class I or Class II renewable energy generating source under G.L. c. 25A, § 11F; provided, however, that after conducting administrative proceedings, the Department of Energy

Resources, in consultation with the Department of Agriculture, may add technologies or technology categories. G.L. c. 164, §§ 138, 139.

3.41. Representative means a person or entity designated in writing by a Host Customer (e.g., contact person) who is authorized to act for or represent the Host Customer in all matters in connection with the Self-Certification Process.

3.42. Reviewer means the qualified person or entity designated by the Department to examine the Form for completeness, confirm certain information, and accept to or reject the Form, as well as track information at the Parcel of Land level and report certain information with the Department.

3.43. Rooftop means an off-ground structure capable of supporting a Net Metering Facility, including buildings, garages, carports, and canopies (including canopies over a parking area). Mounting and racking equipment, such as a pole mount, do not fall within the definition of Rooftop.

3.44. Rooftop Cap Exempt Blanket Exception ("Rooftop Exception") means that more than one Net Metering Facility may be installed per Parcel of Land if: (1) the Facilities participate in the GP; (2) the Net Metering Facilities are located on Rooftops; (3) the aggregate Nameplate Rating of all of the Net Metering Facilities on the Parcel of Land must be ten kW AC or less on a single-phase circuit or 25 kW AC or less on three-phase circuit; (4) each Net Metering Facility has its own revenue meter; and (5) each Facility must have submitted an interconnection application with the Distribution Company and received a communication from the Distribution Company stating that the application is complete. See Inquiry Into Single Parcel and Subdivision Rules, Order Announcing Blanket Exceptions and Streamlining Process, D.P.U. 17-22-A (2018).

3.45. Self-Certification Form ("Form") means the prescribed form containing the information (and including supporting documentation and Certification, Acknowledgements, and Signature) necessary to determine eligibility for a Statutory Exception. Revisions to Single Parcel Rule, Order On Application Fees and Guidelines, D.P.U. 23-20-B & App. D (February 25, 2025).

3.46. Self-Certification Process means the process to obtain a Statutory Exception established by the Department in Statutory Exceptions to the Single Parcel Rule, D.P.U. 23-20-A (November 29, 2024), and as described herein.

3.47. Single Parcel Rule means the energy generating equipment associated with a single Parcel of Land, interconnected with the electric distribution system at a single point, behind a single meter. See Net Metering and Distributed Generation, Definitions of Unit and Facility, D.P.U. 11-11-C at 23 (2012). In effect, the Single Parcel Rules limits the locating of one Net Metering Facility on one Parcel of Land for purposes of receiving Net Metering Services.

3.48. Solar Net Metering Facility is a facility for the production of electrical energy that uses sunlight to generate electricity and is interconnected to a Distribution Company. G.L. c. 164, §§ 138, 139.

3.49. Statutory Exception means one of the five Statutory Exceptions set forth in G.L. c. 164, §139(*l*), available only to new Solar Net Metering Facilities, as outlined below:

3.49.1. Government-Owned Parcel: The Net Metering facilities are placed on a government-owned Parcel of Land; provided, however, that all the facilities on the single parcel do not exceed an aggregate capacity limit of ten MW. G.L. c. 164, § 139(*l*)(i).

3.49.2. Low-or Moderate-Income Housing: The Net Metering facilities are placed on a single Parcel of Land where all buildings on that parcel comprise Low- or Moderate-Income Housing; provided, however, that all the facilities on the single parcel do not exceed an aggregate capacity limit of ten megawatts. G.L. c. 164, § 139(*l*)(ii).

3.49.3. Separate and Distinct Rooftops: Each Net Metering facility is placed on a separate and distinct Rooftop where no two systems occupy the same Rooftop; provided, however, that all the facilities on the single parcel do not exceed an aggregate capacity limit of two megawatts. G.L. c. 164, § 139(*l*)(iii).

3.49.4. Separate Customers Under the Same Rooftop: Each Net Metering facility installed on the same rooftop is interconnected behind a meter of a separate customer; provided, however, that all the facilities on the single Parcel of Land do not exceed an aggregate capacity limit of ten megawatts. G.L. c. 164, § 139(*l*)(iv).

3.49.5. Additional Facility Not Less Than One Year: The additional Net Metering facilities are installed not less than one year after any previously installed facility was placed into service; provided, however, that all the facilities on the single parcel do not exceed an aggregate capacity limit of two megawatts. G.L. c. 164, § 139(*l*)(v).

4. Eligibility for Statutory Exceptions

4.1. Statutory Exception 1: Government-Owned Parcel

4.1.1. Multiple Solar Net Metering Facilities may be located on a single Parcel of Land if it is a Government-Owned Parcel, provided that all Facilities on the Parcel of Land do not exceed an aggregate limit of ten MW. To be eligible for this Statutory Exception, a Host Customer must provide documentation that the owner of the Parcel of Land has a Department-assigned Public ID number and is therefore eligible to participate in the Public Cap; however, the Facility is not required to operate within the Public Cap to be eligible for this exception. The Municipality or Other Governmental Entity that owns a Government-Owned Parcel may lease the

land to a Private Entity for the purposes of Net Metering under Statutory Exception 1.

4.2. Statutory Exception 2: Low- or Moderate-Income Housing

4.2.1. Multiple Solar Net Metering Facilities may be located on a single Parcel of Land if all the buildings on the Parcel of Land comprise Low- or Moderate-Income Housing,[1] provided that all Facilities on the Parcel of Land do not exceed an aggregate limit of ten MW. The eligibility criteria and associated supporting documentation requested for this Statutory Exception depend on the type of entity that built or operates the buildings on the Parcel of Land.

4.2.2. If the buildings on the Parcel of Land were built or are operated by a Public Housing Authority, the Host Customer must provide:

4.2.2.1. the name of the Public Housing Authority; and

4.2.2.2. the Department-assigned Public ID number.

4.2.3. If the buildings on the Parcel of Land were built or are operated by a Private Entity, the Host Customer must provide:

4.2.3.1. the name of the non-profit organization, limited dividend organization, or other Private Entity that built or operates the low- or moderate-income housing; and

4.2.3.1.1. Documentation that either:

4.2.3.1.1.1. at least 25 percent of the housing available on the Parcel of Land is required to be rented to households that are at or below 80 percent of the AMI; or that

4.2.3.1.1.2. at least 20 percent of the housing available on the Parcel of Land is required to be rented to households that are at or below 50 percent of the AMI.

4.2.4. Documentation demonstrating eligibility for Private Entity Host Customers includes:

[1] The Parcel of Land may include non-housing buildings such as community centers as provided in the definition of "low- or moderate-income housing" under G.L. c. 40B, § 20.

4.2.4.1. Regulatory agreement memorializing affordability restrictions between the owner of the Parcel of Land and a state or federal agency;

4.2.4.2. Deed restriction;

4.2.4.3. Affordable housing restriction that lists the number of restricted units, level income applicable to restricted units, and term of agreement;

4.2.4.4. Housing Assistance Payments contract, which documents Section 8 provisions or state vouchers;

4.2.4.5. Rent/roll or income report that shows actual annual income of existing residents;

4.2.4.6. Utility program affordability restriction;

4.2.4.7. Evidence documenting the housing development's listing on or eligibility for the Municipality's Subsidized Housing Inventory;

4.2.4.8. Tax credit regulatory agreement and declaration of restrictive; or

4.2.4.9. Other relevant documentation not listed.

4.3. Statutory Exception 3: Separate and Distinct Rooftops

4.3.1. Multiple Solar Net Metering Facilities may be located on a single Parcel of Land if each Net Metering Facility is placed on a separate and distinct Rooftop, where no two systems occupy the same Rooftop; provided however, that all Facilities on the single Parcel of Land do not exceed an aggregate limit of two MW. To be eligible for this exception, the Net Metering Facility must be:

4.3.1.1. Located on Rooftops of physically separate structures; and

4.3.1.2. tied behind the electric service of the structure on which it is located.

4.3.2. Host Customers with an existing ground-mounted Facility are not eligible for this Statutory Exception.

4.4. Statutory Exception 4: Separate Customers on the Same Rooftop

4.4.1. Multiple Solar Net Metering Facilities may be located on a single Rooftop within a single Parcel of Land if each Net Metering Facility installed on the same Rooftop is interconnected behind a meter of a separate and unique Host Customer, provided that all Facilities on that single Parcel of Land do not exceed an aggregate limit of ten MW. This exception can apply to multiple Rooftops per Parcel of Land, provided that each Net Metering Facility installed on the same Rooftop is

interconnected behind a meter of a separate and unique Host Customer, and provided that at least one Rooftop has two or more Net Metering Facilities where each Customer is a separate Host Customer. This Statutory Exception applies only to behind-the-meter Facilities (i.e., Facilities serving On-site Load). Host Customers with an existing ground-mounted Facility are not eligible for this Statutory Exception.

4.5. Statutory Exception 5: Additional Facility Not Less Than One Year

4.5.1. Multiple Solar Net Metering Facilities may be located on a single Parcel of Land if the additional Net Metering Facilities are installed not less than one year after any previously installed Facility was placed into service, provided that all Facilities on the single Parcel of Land do not exceed an aggregate limit of two MW. A Solar Net Metering Facility shall be eligible to apply for and receive Statutory Exception 5 not less than one year after the most recently installed Facility situated on the same Parcel of Land received its Authorization to Interconnect from the Distribution Company. Statutory Exception 5 is not eligible to be combined with any other Statutory Exception. Host Customers cannot apply for Statutory Exception 5 for a new Facility on the Parcel of Land if any other Net Metering Facilities on the Parcel of Land had previously been granted a different Statutory Exception. Host Customers with existing ground-mounted Facilities or with Facilities operating under an existing Rooftop Exception or Petition Exception on the Parcel of Land may add an additional Net Metering Facility under Statutory Exception 5.

4.6. Multiple Statutory Exceptions

4.6.1. A Host Customer(s) may identify more than one Statutory Exception for which the Net Metering Facilities located on a single Parcel of Land are eligible, provided that every Facility on the Parcel of Land is eligible for each Statutory Exception identified. Statutory Exceptions on the parcel cannot be combined in such a way that they contradict each other. No new Submission may negate any previously accepted Submission.

4.7. Instances That Do Not Require a Form Submission

4.7.1. Facilities That Do Not Need to Submit a Form

4.7.1.1. A Host Customer with existing Solar Net Metering Facilities operating with a Rooftop Exception or a Petition Exception that seeks no change to their Facility should not Submit a Form.

4.7.2. Facilities Ineligible For a Statutory Exception

4.7.2.1. A Host Customer cannot Submit a Form for an Applying Facility if there is a Facility type other than a Solar Net Metering Facility on the Parcel of Land

(e.g., wind or anaerobic digestion). A Host Customer with an existing Multiple Technologies Exception is not eligible for a Statutory Exception.

5. Obtaining a Statutory Exception

5.1. Submitting a Form

5.1.1. To receive a Statutory Exception, a Host Customer must Submit a Form to the Reviewer. The date that the Reviewer receives a Form shall be its "submission date." The Form shall include, among other details, a Certification and supporting documentation to establish that the Host Customer has, with respect to the Facility:

5.1.1.1. an executed ISA, as set forth in Section 5.1.5; and

5.1.1.2. an application fee, as set forth in Section 6.4.

5.1.2. Loss of a Statutory Exception

5.1.2.1. A Host Customer may lose a Statutory Exception for not meeting the requirements set forth herein, including but not limited to the following:

5.1.2.1.1. making false assertions as provided in Section 10; or

5.1.2.1.2. failing to comply with the verification requirements of Section 8.2.

5.1.2.2. If the Reviewer has reasonable belief of a deficiency warranting revocation of a Statutory Exception, the Reviewer shall notify the Department without delay of the applicable facts and circumstances supporting revocation. The Department shall review the material from the Reviewer and promptly:

5.1.2.2.1. Inform the Reviewer that revocation of the Statutory Exception is not warranted; or

5.1.2.2.2. Provide the Host Customer electronically with a Notice of Intent to revoke a Statutory Exception with: (1) a comprehensive statement of the reasons supporting revocation of the Statutory Exception; (2) the rules and facts demonstrating ineligibility for the Statutory Exception; and (3) a provision for a response to the Notice of Intent within 15 Business Days.

5.1.2.3. If the Host Customers responds with 15 Business Days, the Department will review the response and issue a ruling as soon as practicable; or

5.1.2.4. If the Host Customer does not respond to the Notice of Intent within 15 Business Days, the Department may revoke the Host Customer's Statutory Exception.

5.1.2.5. If a Statutory Exception is revoked through the process described in Section 5, the Reviewer will notify the applicable Distribution Company to cease Net Metering Services for the relevant Solar Net Metering Facility or Facilities.

5.1.3. Forms Not Approved

5.1.3.1. When the Reviewer determines that a Form is incomplete due to missing required documentation, the Reviewer shall take immediate steps to Notify the Host Customer of the deficiencies in accordance with Section 6.3 and the Host Customer may Submit a conforming Form to apply for a Statutory Exception.

5.1.3.2. If a Host Customer Submits a Form for a single Statutory Exception and the Host Customer does not qualify for the Statutory Exception, the Reviewer shall mark the Form denied and subject to the provisions of Section 6.3.

5.1.4. Documentation

5.1.4.1. A Host Customer shall Submit copies of executed documents to meet the Certification and documentation requirements provided in Sections 4.1 through Section 4.5, and Sections 5.1.1; non-executed documents will not satisfy these requirements.

5.1.5. Executed ISA

5.1.5.1. For purposes of this Self-Certification Process, an executed ISA can be either one of the following exhibits to the Tariff: (a) Exhibit A, Simplified Process Interconnection Application and Service Agreement, or (b) Exhibit G, Interconnection Service Agreement.

5.1.5.2. The amount of AC capacity that the Host Customer requests in a Form for its Applying Facility(ies) must equal the capacity approved by the Distribution Company in the ISA Submitted as part of the Form.

6. Duties of the Reviewer and Fees

6.1. General Duties

6.1.1. The Reviewer shall have such duties as the Department establishes. All Notifications, reports, and documents shall be Submitted in a form that the Reviewer may prescribe.

6.2. Tracking and Reporting

6.2.1. The Reviewer shall track aggregate Net Metering Facility Nameplate Rating on each Parcel of Land to ensure compliance with the capacity limit per Parcel of Land.

6.2.2. The Reviewer shall track the number of Forms submitted, the number of each Statutory Exception applied for, the number of each Statutory Exception approved, and the reported aggregate Nameplate Rating of Net Metering Facilities granted a Statutory Exception.

6.2.3. The Reviewer shall report the data to the Department in a format and at a frequency determined by the Department.

6.3. Processing Forms for Statutory Exceptions

6.3.1. The Reviewer shall prioritize complete Forms for processing on a first-come, first-served basis, according to their timestamp.

6.3.2. Within two Business Days of the Submission date of a Form, the Reviewer shall Notify the Host Customer that the Form was received. Within 15 Business Days of the Submission date of a Form, the Reviewer shall Notify the Host Customer that the Form is accepted, denied, or incomplete.

6.3.3. The Reviewer's Notification that a Form is complete does not relieve the Host Customer of the obligations provided in Section 8.

6.3.4. The Reviewer's Notification to the Host Customer of an incomplete Form shall identify the deficiencies. The Host Customer shall have 15 Business Days to provide the supplemental information. If a Host Customer does not respond to the two consecutive requests for clarification or confirmation via e-mail within 15 Business Days, the Reviewer shall commence its review using only the documents and information provided in the Form.

6.3.5. During the review period, the Reviewer shall direct clarifying and confirming questions regarding a Form to the Host Customer.

6.3.6. The 15 Business Day timeline for the Reviewer to review a Form pursuant to this Section 6.3 is suspended while a request for clarification or confirmation directed to the Host Customer is outstanding. The review timeline shall resume once the request for clarification or confirmation has been responded to in full. The same suspension period and review resumption shall apply to any subsequent request for clarification or confirmation.

6.3.7. The Reviewer may request additional documentation to confirm that the requirements set forth under Section 5 are met. The Reviewer may request additional information not specifically required under Section 5.1, if reasonably necessary, to confirm the requirements set forth under Section 5.1 or to ensure that a Statutory Exception remains current.

6.3.8. The Reviewer shall Notify the Host Customer as soon as practicable of the Host Customer's denial of the Form or loss of its Statutory Exception pursuant to Section 5.2. If a Form is denied, the Host Customer is not eligible for a Statutory Exception.

6.4. Fee for Submitting a Form

6.4.1. A non-refundable filing fee of $300 per form, plus $320 per Applying Facility included on the Form.

6.4.2. The Form fees shall increase annually on the first of November according to the following schedule

Fee Type	**11/01/2026**	**11/01/2027**	**11/01/2028**	**11/01/2029**	**11/01/2030**
Form Filing Fee	$300	$300	$300	$300	$300
Form Per Facility Fee	$320	$332	$345	$358	$372

Fee Type	**11/01/2031**	**11/01/2032**	**11/01/2033**	**11/01/2034**	**11/01/2035**
Form Filing Fee	$300	$300	$300	$300	$300
Form Per Facility Fee	$386	$401	$416	$432	$448

7. Reporting Changes on the Parcel of Land

7.1. Instances That Require a New Form Submission

7.1.1. Addition of one or more new Applying Facilities on the Parcel of Land.

7.1.2. The Applying Facility has an existing Rooftop Exception or Petition Exception and is seeking to increase its Nameplate Rating.

7.2. Changes That Need to be Reported to the Reviewer

7.2.1. Host Customers will need to provide the below changes to the Reviewer within 90 days and ensure that they are still eligible for their Statutory Exception. Where a reporting change does not require a new ISA but does require an amended ISA, the fully executed amended ISA must accompany the Notification of changes.

7.2.1.1. An increase or reduction in the Nameplate Rating of a Facility operating under a Statutory Exception.

7.2.1.2. A change of Host Customer and related contact information. Where there has been a change in Host Customer, both the Host Customer with the Form

Approval and the new Host Customer shall notify the Reviewer of such a change and revise the Form accordingly.

7.2.1.3. A change to the Parcel of Land (i.e., Parcel of Land size increases, decreases, or merges with another Parcel of Land).

8. Information Disclosure, Verification, and Host Customer Reporting

8.1. Information Disclosure

8.1.1. As a matter of standard practice, the Reviewer provides file names for all documents Submitted as part of a Form on the Form Website. Upon written request, the Reviewer shall make Nameplate Rating information of an existing Facility or Facilities on a Parcel of Land available to an existing or prospective Host Customer on the same Parcel of Land.

8.1.2. The Reviewer shall use reasonable efforts to maintain the confidentiality of documents that contain personal identifying information, proprietary, or confidential business information. The Reviewer shall make available documents that are publicly available through governmental offices or through other sources.

8.2. Verification

8.2.1. The Host Customer agrees to provide, at any time and without cause, copies of any documents deemed by the Reviewer as reasonably necessary to confirm or clarify the facts related to a Self-Certification or to investigate any allegation of fraud or misrepresentation in a Form or in any other document Submitted to the Reviewer. The Host Customer shall provide the Reviewer with any requested documents within 15 Business Days of receipt of a written request by the Reviewer.

8.2.2. The Reviewer shall retain copies of all documents Submitted in connection with a Form that has a Statutory Exception that is currently in effect in perpetuity. The Reviewer shall retain copies of all documents Submitted in connection with a Form that does not have a Statutory Exception for three years from the date the Form was deemed incomplete or rejected. If a Host Customer is no longer eligible for a Statutory Exception, the Reviewer shall retain copies of all documents Submitted in connection with the Form for three years from the date the Host Customer is no longer eligible.

9. Dispute Resolution

9.1. Informal Resolution

9.1.1. Within 15 Business Days of Notification of a decision by the Reviewer, a Host Customer aggrieved by the Reviewer's action under the provisions of this Self-Certification Process may Submit a written request to the Reviewer to resolve

the dispute. The Reviewer shall respond in writing to the request within 15 Business Days of receipt. Thereafter, the Reviewer and the Host Customer shall make a good faith attempt to resolve the dispute informally before the Host Customer commences arbitration as provided in this Section.

9.1.2. If a dispute is not resolved informally within 30 Business Days of a request for informal resolution or if a Host Customer remains aggrieved by the Reviewer's decision, a Host Customer may initiate arbitration, as provided in Section 9.2.

9.2. Arbitration

9.2.1. Arbitrator

9.2.1.1. The Reviewer has secured the services of the Massachusetts Dispute Resolution Services, located at 27 Congress Street, Suite 401, in Salem, Massachusetts 01970 to serve as the arbitrator for the Self-Certification Process. The Reviewer may select a different entity to provide arbitration services, upon Notification to the Host Customer prior to the end of the informal resolution process. The requesting Host Customer shall pay the arbitrator's fees and costs.

9.2.2. Timeline

9.2.2.1. Within 15 Business Days of the end of the informal resolution period set forth in Section 9.1, a Host Customer may initiate arbitration by submitting a written Notice to the arbitrator, with a copy to the Reviewer at the same time, stating a summary of the dispute.

9.2.2.2. No later than five Business Days after the Host Customer's initiation of arbitration, the Reviewer may make a written response to the arbitrator, with a copy to the Host Customer at the same time, that provides additional information in reply to the Host Customer's summary of the dispute.

9.2.2.3. Within 30 calendar days of the Notice to initiate arbitration, the Host Customer shall schedule a preliminary conference with the arbitrator.

9.2.2.4. The arbitrator shall establish the procedures for the arbitration.

9.2.2.5. Within 15 Business Days following the outcome of arbitration, the Host Customer or Reviewer aggrieved by the arbitrator's decision may petition the Department for an adjudicatory proceeding under G.L. c. 30A. If no such petition is filed, the dispute resolution process provided hereunder shall be closed.

9.2.2.6. Unless otherwise ordered by the arbitrator or the Department, pending the outcome of the dispute resolution process, a Host Customer shall not lose a Form Submission date or Statutory Exception.

10. False Assertions

10.1. As provided in Section 5.2, if the Reviewer determines that a Host Customer has made one or more false assertions in fulfilling the requirements of the Self-Certification Process, in addition to any applicable penalties pursuant to G.L. c. 268, § 6 and other applicable remedies, the Reviewer shall notify the Department. Upon investigation, the Department may revoke the Host Customer's Statutory Exception.

11. Miscellaneous

11.1. Notify/Notification means any notification provided hereunder, which shall be by electronic means unless otherwise specified.

11.2. Priority means the Reviewer shall process any Form on a first-come-first-served basis evidenced by a timestamp.

11.3. Submit/Submission means any submission provided hereunder shall be to the Reviewer and shall be by electronic means unless otherwise specified herein or directed by the Reviewer.

11.4. The Department may permit an exception from any provision of the Self-Certification Process for good cause.

11.5. The Department intends that its Self-Certification Process establishes the rules and standards governing the process for eligibility for Net Metering Services. When referring to or relying on the Self-Certification Process, parties are advised that detail concerning the Self-Certification Process is contained in the following Department Order: Statutory Exceptions to the Single Parcel Rule, D.P.U. 23-20-A (2024)