



Guide to completing: A new or modify an existing Permanently Unmetered Supply (PUMS) connection

Why use this form

You are seeking to alter, disconnect, or apply for a new Permanently Unmetered Supply.

Permanently Unmetered Supplies (PUMS) are connections without a meter that are provided for public facilities.

Further information on Permanently Unmetered Supply (PUMS) can be found here:

<https://www.ausgrid.com.au/Connections/special-connections/PUMS>

The application form contains these sections:

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Why complete this form?

Ausgrid needs the information requested in this form so it can assess your requirements and make an appropriate response.

IMPORTANT:

You will need to complete all mandatory fields in order to be able to submit the form. Providing incorrect or incomplete information will result in an invalid application; this will mean that you will have to complete a new application and pay an additional submission fee.

This form is designed to be completed by a Qualified Electrical Professional. To provide some of the answers to these questions you will need to consult an electrical contractor or Accredited Service Provider (ASP)who may need to attend the site.

Reference Code

All Forms are identified by unique Reference Codes. Please keep a record of your application reference code. If you have enquiries about your application, we will require this number to assist you.

Reference Code : 0011613

Navigation through the form

The forms have been designed to assist you to quickly navigate and complete all the required information in a tabular step by step format.



1. Each section must be completed before moving onto the next step.
2. Complete sections is marked as a WHITE chevron with GREEN text
3. Current section is marked as a BLUE chevron with WHITE text
4. Next sections is marked as a WHITE chevron with GREY text

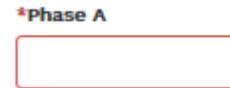
Completing sections



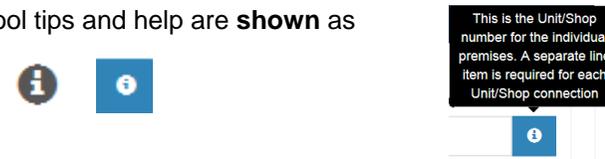
1. The process allows you to go BACK as required
2. You can SAVE & SHARE the application as you go, share the application link, return at any time and continue
3. As you complete a section, click NEXT to proceed

Mandatory Fields

1. Mandatory fields are identified with the use of *
2. Mandatory fields must be completed before proceeding
3. Non completed mandatory fields are shown as



Tool tips and help are shown as



Useful buttons to help get things done

1. Duplicating a section
2. Add a new section
3. Browse to find file/s to upload and attach to your application



4. Calendar Icon Opens date picker



5. Checkbox
6. Radio button (select only one) Yes No
7. Drop Down selection – allows you to select from prepopulated list of options

PUMS - Permanently Unmetered Supplies

Reference Code : 0013122

Location Applicant Load Details Summary and Payment Complete

PUMS - Permanently Unmetered Supplies

Land Title Type *Customer Unique Identifier for the proposed installation 1

*Location Description *Street Number/RMB or *Lot Number or *Lot/DP Number

*Street Name *Nearest Cross Street *Suburb *Postcode 0

*Location Diagram This section is about the physical location of your premises and an electrical schematic will not be accepted. Ensure that your diagram clearly identifies property, nearest cross street, North Point, Proposed Point of Common Coupling, Point of Supply and service cable route to the main switchboard. 2

Browse File...

Next

1. Select from **Land Title Type** drop down menu for where the PUMS is required, options include; Road Reserve, Public Space, Community Title or other.

Enter the **Address details** as either a Street Number/RMB, Lot Number or Lot/DP Number which can be found on the Development Application (DA) or council rate notice.

Note: you are required to provide a **Customer Unique Identifier**, this is to assist future interactions between Ausgrid and the customer. Installations can be difficult to locate when in public areas or where there are multiple installations in an area.



The Identifier should be a unique alpha/numeric code that the operator of that equipment would be able to quickly reference within their own information systems.

2. Upload a **Location Diagram which identifies** the physical location of proposed asset relocation.

Note: An electrical schematic will not be accepted. Ensure your diagram clearly identifies the property, the nearest cross street, North Point, Proposed Point of Common Coupling, Point of Supply and service cable route to the main switchboard.

PUMS - Permanently Unmetered Supplies

Reference Code : 0013122

Location Applicant Load Details Summary and Payment Complete

PUMS - Permanently Unmetered Supplies

*Applicant Type: On behalf of PUMs Customer (1) *Title: [dropdown] *First Name: [text] *Last Name: [text] (2) *Email Address: [text] *Confirm Email Address: [text] Search by ABN, ACN [pencil icon] Company Name: [text] [info icon] Floor Number: [text] Unit/Shop Number: [text] *Street Number/RMB: [text] or *PO Box/Locked Bag: [text] *Street Name: [text] Nearest Cross Street: [text] *Suburb: [text] *Postcode: [text] *Phone Number: [text] [info icon] Other Number: [text]

Electrical Contractor Licence Number: [text] [info icon] Phone Number must be 10 characters with NO spaces (3) ASP Number: [text] ASP Level: [dropdown] [info icon]

Save your company details for future applications. Optional *

PUMS Customer Details *Customer Type: [dropdown] *Title: [dropdown] *First Name: [text] *Last Name: [text] (4) Email Address: [text] Confirm Email Address: [text] *Phone Number: [text] Other Number: [text]

Back Save & Share Next

- Applicants** are required to select 'Applicant Type' from the drop-down menu. **Depending on the type selected, the form will tailor itself.** Select the **applicant type** from the drop down.
Note: If you are applying on behalf of someone, then select On behalf of PUMs Customer.
- This section calls for the **applicant details** of the person making the application. YOUR details – i.e. the person lodging this form.
Note: If you are not the PUMs customer, you must ensure that the person on whose behalf you are applying has authorised you to provide and receive information on their behalf.
- If you as the applicant are an **Electrical Contractor** or **ASP** you will be required to provide your Licence Number or ASP Number, then select your ASP level the drop-down menu.
- If you are completing the form on behalf of the PUMs Customer enter the Customer Details here.
Note: This is the person authorising the connection and agreeing to the electricity charges.



Note: The Company Name field will be pre-populated from the Australian Business Register (ABR) via the **ABN** lookup tool, if available.

* **Optional:** Applicants may check the box (pictured above) to save their ABN/CAN details for future applications. **Note:** When this box is checked, the following details will be saved: ABN,/ACN, Company name, Address, Phone number, Mobile number, EC licence number, ASP number and ASP level.

PUMS Load Details

PUMS - Permanently Unmetered Supplies Reference Code : 0013122

Location > Applicant > **Load Details** > Summary and Payment > Complete

PUMS - Permanently Unmetered Supplies Depending on the options selected, the form will tailor itself.

Pums Load Details

*Is a new PUMS NMI required for this PUMS Connection Yes No

*Your Request
New Connection x [i]

*Description of PUMs installation

*Is a new PUMS NMI required for this PUMS Connection 1 Yes No

*Existing PUMS NMI 2 [i]

* Do you propose to expedite this connection using a customer specific Contract [i] 3 Yes No

*Contract Reference Identifier 4 [i]

*Your Request
New Connection 5 x [i]

*Description of PUMs installation 6

1. Select if a **New PUMS National Meter Identifier (NMI)** is required for this connection.
Note: If the customer already has similar PUMS connected, a new NMI is not typically required as multiple PUMS can be placed on the one NMI.
2. Enter the **Existing PUMS NMI**.
Note: Providing the correct information will assist with efficient processing of your application.
3. Select if you would like to **Expedite the Connection**.
Note: Only some customer have a Contract to expedite PUMS with Ausgrid. Most applicants will not have this customer specific contract.
4. Provide the **Contract Reference Identifier**.
Note: Only where the customer has an expedited agreement is this number to be provided. By providing the Contract Reference Identifier you acknowledge the terms of the customer specific contract you have with Ausgrid is suitable for this application. Ausgrid reserves the right to charge further fees should the terms of the contract be suitable for this specific application.
5. Select **Your Request** from the drop down menu from; New Connection, Connection Alteration, Installation Alteration, Connection & Installation Alteration or Permanent Disconnection.
Note: A connection alteration is where the existing electrical equipment is unchanged but the point of connection is being relocated. An installation alteration is where the equipment is being changed or added or removed.
6. Provided a **Description of the PUMS installation** to support your application.
Note: If this is a new type of installation you will need to provide justification as to why the installation of an approved meter is unsafe or impractical.



The expedited connection process allows you to save time by skipping the offer and acceptance steps to a contract. If you request expedition and indicate that the standing offer is acceptable, the contract is taken to have begun on the day we received your connection application, provided we agree that the offer you have nominated is appropriate. If you do not request expedition or you nominate an inappropriate offer, it could add up to **55 days** to your connection process.

PUMS Load Details

New Connection – Load Limited Installation

Depending on the options selected, the form will tailor itself.

The screenshot shows a 'New Connection' form with the following numbered callouts:

- 1:** *Proposed Point of Common Coupling (dropdown menu)
- 2:** *Proposed Asset Identifier (text field with help icon)
- 3:** *Preferred Connection Type (radio buttons for Load Limited Installation, Pre-Approved Equipment Installation, Assessed Installation)
- 4:** *Circuit Breaker Limit (dropdown menu)
- 5:** *Control Type (dropdown menu)
- 6:** *Will equipment other than the termination box and sub main be mounted on an Ausgrid pole or street lighting column? (Yes/No radio buttons)
- 7:** *Approval Reference (text field with help icon)
- 8:** *Are network changes required for the connection? (Yes/No/Unsure radio buttons) and the associated Comments text area.
- 9:** Please attach any documents that are relevant to your connection for example Proposed Design, sketch of the building, Photos etc (Browse File... button)

1. Select the **proposed point of common coupling** from the drop-down menu.
2. Provide the **Ausgrid Asset Identifier** for the point of common coupling – if there is no asset identifier enter 'unknown'.
3. Select the **Preferred Connection Type**. *Refer to helpful tips.*
4. Select the Circuit Breaker Limit from the drop down menu, 1, 2, 4 Amps etc.



Note: Refer to the PUMS Guide for details.
<https://www.ausgrid.com.au/Connections/special-connections/PUMS>.
This choice affects your application and process and ongoing costs.

5. Select the **Control Type** from the drop down menu from either 24 Hrs or PE Cell.
6. Will equipment other than the **termination box** and **sub main** be mounted on an Ausgrid Pole or street lighting column?
Note: If you select **Yes** go to step 7, if you select **No** go to step 8.
7. Select Yes or No if you have **Obtained an Ausgrid Approval** to install the equipment.
Note: By selecting **YES** you are required to provide the **Approval Reference**, either a FAA licence number or approval document reference identifier. If you select **NO**, you will be required to **Attach a Structural / Detailed Design Document**.
8. Provide information if **Network Changes** are required for the connection.
Notes: A separate contestable may be required if modifications to Ausgrid's network are required.
9. Attach **Supporting Documentation** which is relevant for this application.



A load limited installation allows a PUMs to be connected without detailed analysis of that load. It involves selecting a circuit breaker size to be installed at the connection point. The power consumption is then billed on the circuit breaker rating.

A pre-approved equipment installation can be used where it is known that the electrical equipment, to be connected, has been tested and approved as a PUMS by Ausgrid. The Customer is expected to provide the Ausgrid Load ID.

For equipment that hasn't been assessed and approved as a PUMS by Ausgrid, the load will have to be assessed. There may be significant costs incurred to assess this equipment.

PUMS Load Details

New Connection – Pre-Approved Equipment Installation

Depending on the options selected, the form will tailor itself.

1. Select the **proposed point of common coupling** from the drop-down menu.
2. Provide the **asset identifier** for the point of common coupling – if there is no asset identifier enter 'unknown'.
3. Select the **Preferred Connection Type**. *Refer to helpful tips on page 7.*
4. Enter the **Load Identifier** or **AEMO Reference Table Identifier**.
Note: The **Format** for the Ausgrid Load Identifier is: 1234, whereas; the AEMO should be: 104/9.
5. Enter the **Component Quantity** to be installed.

The screenshot shows a web form titled "New Connection" with the following fields and sections highlighted with numbered callouts:

- 1:** *Proposed Point of Common Coupling (dropdown menu)
- 2:** *Proposed Asset Identifier (text input with help icon)
- 3:** *Preferred Connection Type (radio buttons for Load Limited Installation, Pre-Approved Equipment Installation, and Assessed Installation)
- 4:** *Ausgrid Load Identifier or AEMO Reference Table Identifier (text input with help icon)
- 5:** *Quantity (text input)
- 6:** *LID Control Type (dropdown menu)
- 7:** *Provide detailed description if Ausgrid Load Identifier is unknown or unavailable (text area)
- 8:** *SLD Attachment (ensure it shows all energy consuming equipment) (file upload button)
- 9:** *Will equipment other than the termination box and sub main be mounted on an Ausgrid pole or street lighting column? (radio buttons for Yes, No)
- 10:** *Have you obtained Ausgrid approval to install this equipment on a specific Ausgrid asset? (radio buttons for Yes, No)
- 10:** *Approval Reference (text input with help icon)
- 11:** *Are network changes required for the connection? (radio buttons for Yes, No, Unsure)
- 11:** Comments (text area)
- 12:** Please attach any documents that are relevant to your connection for example Proposed Design, sketch of the building, Photos etc. (file upload button)

Additional form elements include:

- *Will equipment other than the...
- *Are network changes required...
- Comments
- Please attach any documents that...
- helpful tips: Ausgrid Load Identifier details can be edited, deleted and duplicated (with Duplicate and Add Equipment buttons)
- Total: 1

6. Select the **Control Type** from the drop down menu from either 24 Hrs, PE Cell or Timer.
7. Enter a **Detailed Description** if the Ausgrid Load Identifier is unknown or unavailable.
8. Attach a **Single Line Diagram (SLD)**.
Note: Ensure the diagram contains all energy consuming equipment.
9. Will equipment other than the **termination box** and **sub main** be mounted on an Ausgrid Pole or street lighting column?
Note: If you select Yes go to step 10, if you select No go to step 11.
10. Select Yes or No if you have **Obtained an Ausgrid Approval** to install the equipment.
Note: By selecting **YES** you are required to provide the **Approval Reference**, either a FAA licence number or approval document reference identifier. If you select **NO**, you will be required to **Attach a Structural / Detailed Design Document**.
11. Provide information if **Network Changes** are required for the connection.
Notes: A separate contestable may be required if modifications to Ausgrid's network are required.
12. Attach **Supporting Documentation** which is relevant for this application.

PUMS Load Details

New Connection – Assessed Installation

Depending on the options selected, the form will tailor itself.

The screenshot shows a web form titled 'New Connection'. It contains several sections and fields:

- 1:** *Proposed Point of Common Coupling (dropdown menu)
- 2:** *Proposed Asset Identifier (text input with a clear button)
- 3:** *Preferred Connection Type (radio buttons for Load Limited Installation, Pre-Approved Equipment Installation, and Assessed Installation)
- 4:** *Select the categories that best fit your proposed load (component) (dropdown menu)
- 5:** *Manufacturer Name (text input)
- 6:** *Model Number (text input)
- 7:** *Power Consumption W (text input)
- 8:** *Component Quantity (text input)
- 9:** *Assessed installation Control Type (dropdown menu)
- 10:** *Attach Component Technical Specification or NATA Load Test Report (file upload field with 'Browse File...' button)
- 11:** *SLD Attachment (ensure it shows all energy consuming equipment) (file upload field with 'Browse File...' button)

Additional form elements include: 'Are net...', 'Comments', 'Please att...', 'Total' (displaying '1'), and a 'helpful tips' section with a lightbulb icon. The tips state: 'Ausgrid Load Identifier details can be edited, deleted and duplicated'. There are also 'Duplicate' and 'Add Component' buttons.

- Select the **proposed point of common coupling** from the drop-down menu.
Note: This is location the device is proposed to be attached to Ausgrid's existing network
- Provide the **asset identifier** for the point of common coupling – if there is no asset identifier enter 'unknown'.
Note: The asset identifier will typically be marked on the pole or pillar as an alphanumeric code.
- Select the **Preferred Connection Type**. *Refer to helpful tips on page 7.*
- Select **Category** that best fits your **Proposed Load Component** from the drop down menu; Road and Traffic Device, Telecommunications, Water management, Street Furniture, Other Lighting or Other.
Enter the **Manufacturers Name**.
Note: Steps 4,5,6 & 7 will be used to assess the creation of an Ausgrid Load ID, which can then be applied for as Pre-Approved Equipment for future applications requiring this same equipment to be installed.
- Enter the **Model Number**.
- Enter the **Power Consumption**.
Note: For variable loads the maximum rated power consumption must be specified, and must include all power consuming devices required to make the device operate, including power supply converters unless they are to be specified as a separate load within the same application. This detail will be used to create a new Load ID.
- Enter the **Component Quantity** to be installed.
Note: This will multiple the power consumption stated above by the number entered for this application only. This quantity will not make up part of the future Load ID.
- Select the **Control Type** from the drop down menu from either 24 Hrs, PE Cell or Timer.
Note: The control type is independent of the future Load ID, and used on this application only.
- Attach a **Component Technical Specification** or **NATA Load test Report**.
Note: All loads not previously approved must provide data satisfying Ausgrid of the predicted load that the equipment is expected to draw from Ausgrid's network. Ausgrid will assess each new installation based on the information provided. Additional charges may be levied for this assessment following submission of the application and payment of the application fee.
- Attach a **Single Line Diagram (SLD)**.
Note: Ensure the diagram contains all energy consuming equipment.

For two or more loads - For each individual load select the control that applies to each individual load. For the overall total (after the individual selections), select 24hrs, unless the whole connection is controlled by a single controller (PE Cell or Timer).



PUMS Load Details

New Connection – Assessed Installation (Continued)

New Connection

Assessed Installation

12 *Will equipment other than the termination box and sub main be mounted on an Ausgrid pole or street lighting column? Yes No

13 *Have you obtained Ausgrid approval to install this equipment on a specific Ausgrid asset? Yes No

*Approval Reference

14 *Are network changes required for the connection? Yes No Unsure

Comments

15 Please attach any documents that are relevant to your connection for example Proposed Design, sketch of the building, Photos etc

- 12. Will equipment other than the **termination box** and **sub main** be mounted on an Ausgrid Pole or street lighting column?
Note: If you select **Yes** go to step 13, if you select **No** go to step 14.
- 13. Select Yes or No if you have **Obtained an Ausgrid Approval** to install the equipment.
Note: By selecting **YES** you are required to provide the **Approval Reference**, either a FAA licence number or approval document reference identifier. If you select **NO**, you will be required to **Attach a Structural / Detailed Design Document**.
- 14. Provide information if **Network Changes** are required for the connection.
Notes: A separate contestable may be required if modifications to Ausgrid's network are required.
- 15. Attach **Supporting Documentation** which is relevant for this application.

Declaration

I confirm that the system meets each of the following conditions:

- *I confirm I am authorised to make this application on behalf of the connecting/disconnecting customer.
- *I have provided justification within this application to support the assertion that an unmetered connection is required or has been previously approved.
- *I confirm that no part of the installation, except the supply connection point and associated cabling, will be attached to any Ausgrid facility unless there is an existing Facilities Access Agreement in place with Ausgrid which covers the proposed installation (email FAA@ausgrid.com.au for further information.)
- *I confirm that the proposed installation complies with either an agreed customer specific PUMS negotiated offer or the relevant rules and requirements for unmetered connections.
- *I confirm that I have provided all information reasonably available to myself as the applicant, and I am aware that higher non-refundable fees are charged where an existing Load ID or existing customer specific contract has not been nominated within this application.
- *I acknowledge that Ausgrid is applying a minimum non-refundable application charge to submit this form and I may be advised of additional charges which must be accepted before I am deemed to have made a complete application.

Back Save & Share Next

- ii. You have provided justification within the application to support the assertion that an unmetered connection is required or has been previously approved.
Note: Ausgrid's first preference for all connections is to meter that connection. You will need to provide a compelling technical reason to for an unmetered connection to be granted. Simpler accounting is not a suitable reason.
- iii. You confirm that no part of the installation, except the supply connection point and associated cabling, will be attached to an Ausgrid facility unless there is an existing Facilities Access Agreement in place with Ausgrid which covers the proposed installation.
- iv. You confirm that the proposed installation complies with either an agreed customer specific PUMS negotiated offer or the relevant rules and requirements for unmetered connections.
- v. You confirm that you have provided all information reasonably available to yourself as the applicant, and you are aware that higher non-refundable fees are charged where an existing load ID or existing customer specific contract has not been nominated with the application.
- vi. You acknowledge that Ausgrid will apply a minimum non-refundable application charge to submit the form and you may be advised of additional charges which must be accepted before you are deemed to have made the complete application.

1. Click the **Declaration** for each item that:
 - i. You are authorised to make the application on behalf of the connecting / disconnecting customer.
Example: You have the express permission of an Authorised Officer of the customer company (the company who owns the NMI stated in the application, or who will own the NMI where an NMI is to be created), to lodge this application.

2. Click **Next** to proceed with the application or **Save & Share**.

helpful tips You can Save & Share you application. Use the Save & Share function to email your application form to another person or yourself.



PUMS – Permanently Unmetered Supplies Summary

PUMS - Permanently Unmetered Supplies 1

LOCATION

Land Title Type
Community Title
Customer Unique Identifier For The Proposed Installation
1234156
Location Description
Entrance To Car Park
Street Number/RMB
39
Nearest Cross Street
Cross Street
Location Address
Gardinia Street, Narwee, 2209
Location Diagram

File name	Ausg
Diagram.jpg	Loca

APPLICANT 1

Applicant Type
On Behalf Of Pums Customer
Full Name
Miss ima Contractor
Email Address
contractor@gmail
Street Number/RMB
8
Applicant Address
Chevrolet Place Ingleburn 2565
Phone Number
0412123456
Electrical Contractor Licence Number
123456

PUMS LOAD DETAILS 1

Is A New Pums Nmi Required For This Pums Connection
Yes
Your Request
New Connection
Description Of Pums Installation
Enter Description

New Connection

Proposed Point Of Common Coupling
Pole
Proposed Asset Identifier
Unknown

Preferred Connection Type: Load Limited Installation

Circuit Breaker Limit
1 Amps
Control Type
24 Hrs
Will Equipment Other Than The Termination Box And Sub Main Be Mounted On An Ausgrid Pole Or Street Lighting Column?
No
Are Network Changes Required For The Connection?
Yes

2 [Edit]

1. **Review** your application; confirm the **Location**, **Applicant** and **PUMS Load Details** are all correct.
2. If any of the details are not correct you can **edit** information from this summary page.

PUMS – Permanently Unmetered Supplies Final Declaration

DECLARATION

Applicant Name
Miss Ima Contractor
Application Date
12-Jun-2019
Price Description
Connection for Permanent Unmetered Supply (PUMS) 1 x
Total Price

Price Including GST

Terms and Conditions:

In submitting this application you are engaging Ausgrid to provide you with a connection offer. Once submitted the fee charged is consumed. Ausgrid will aim to provide you with a written response within 10 business days. If additional work and/or fees are required, we will contact you to advise prior to providing the response. Where this application requests an expedited connection, I declare that I have read and understood the terms and conditions of the connection offer and agree that if the connection is expedited that a contract based on that offer will be formed with Ausgrid on the date that Ausgrid receives the application. Where this application is being made on behalf of a retail customer or real estate developer, I declare that I have obtained the authority of that person to make this application of their behalf, including where applicable, making a request for expedition of the connection application.

I acknowledge the terms & conditions.

Back

Save & Share

Download PDF

Pay



Make sure all the information supplied is correct before submission. No refund is available after payment has been received. if you need to resubmit a new application, payment will be required again.

- **Back** can be used to go back to the previous form.
- **Save & Share** button allows you to save the application and return at any time and allows you to enter an email address of the person you would like to share your application with.
- You can **Download** the summary as a PDF File for future reference.

Payment Confirmation

Do you want to proceed to payment for the amount : AUD \$

Pay

Or

Share application for payment

Email Address 

Share



Supported by the CommonwealthBank

Make a BPOINT Payment

Billers Code: 1261338 (Ausgrid - Ausgrid)

Ref#:

Amount (AUD):

Select your payment option:  



Supported by the CommonwealthBank

Online Payment

You have entered the following details

Billers Code: 1261338 (Ausgrid - Ausgrid)

Ref#: 0011655

Payment Amount: AUD

Please enter your card details to proceed

Card Number: 

Expiry Date:

CVN:

1. To proceed with payment select **Pay** and follow the payment options.



You can send the completed form to a third party to complete the payment. Then instruct that party they will receive an email and they should follow the link to make payment.

Note: Only once payment is successful the application will be submitted, received and processed by Ausgrid.