

Scottish Electric Vehicle ChargePoint Installation Process

Installation Step	1. DNO quotes (based on SSEN)	2. DNO order is processed (based on SSEN)	3. Metering order (based on EDF)	4. First fix (Civils)	5. Electrical Works (based on SSEN)	6. Meter Installation (based on EDF)	7. Second fix	8. Commissioning	9. Baymarking	10. Mapping
Details	Application for formal DNO quote. 2-13 weeks Quote is valid for 13 weeks Potential extension for 10 days or re-validation for 13 weeks. Quoted DNO timeframe is a lead time rather than installation time. It does not necessarily include any network upgrades required.	Order acceptance, payment processing and tranfer of job to local delivery team. 2 weeks Wayleaves sign-off (indefinate) Works are scheduled, MPAN provided (timeframe dependant on parties involved) 4 weeks notice minimum	Metering ordered with energy supplier, requiring MPAN number, quote, connection date from DNO, tariff and specification that a manual isolator is needed (for comissioning). 4 weeks notice minimum	Ground excavation for foundations (contestable civils works) Foundations laid for ChargePoint and feeder pillar and left to cure Trench excavation & duct installation for cabling (contestable civils works) Feeder pillar installed.	New electrical joint created from exisiting DNO network to feeder pillar, terminating in cut-out. Electrical cables are pulled through the previously laid ducting (contestable and non-contestable electrical works)	Electricity meter supplied, installed and connected. Evidence can be required of new connection. Metering is often installed in geographical groupings inr emote and rural areas. This can cause delays of months and is the biggest schedule risk in this process	ChargePoint hardware is fitted to foundation Meter is wired to ChargePoint and energy supplier asks DNO to energise the completed conenction. NICEIC electrical certificate required to cook comissioning -2 week process Ground is reinstated	Commissioning - the charger is checked, operation demonstrated and handed over to owner. Paperwork is submitted to add the new charger to the network map	As per buyers choice of design. This can take place at any point as long as the work is co-ordinated	ChargePoints added to National Chargepoint Registry & other map apps.
Responsible Party	Buyer	DNO	Buyer	Installation Contractor	DNO (& possibly Electrical or Installation Contractor)	Electricity Supplier's Meter Operator	DNO AND Installation Contractor	Installation Contractor AND ChargePoint Network Operator	Contractor	Buyer
Guide to best-case timeframe	2 weeks	3 weeks	4 weeks	0.5 weeks	0.5 weeks	0.5 weeks	0.5 weeks	0.5 weeks	0.5 weeks	0.5 weeks
Guide to worst-case timeframe	39 weeks	indefinate	20 weeks	Dependant on site and scope	Dependant on site and scope	Dependant on site and scope	Dependant on site and scope	Dependant on site and scope	Dependant on site and scope	Dependant on site and scope

