

## **THE REGULATION ON THE PROCEDURES AND TERMS FOR LICENSE ISSUE, MODIFICATION, TRANSFERRING, RENEWAL OR LICENSE TERMINATION IN THE POWER SECTOR**

### **CHAPTER OF GENERAL PROVISIONS**

#### **Article 1 Authority**

This regulation is drafted pursuant to articles 20 and 39 of Law No.43/2015 “On Power Sector”, as amended and in conformity with “*ERE Rules for the Organization, Operation and Procedures*”.

#### **Article 2 Scope of the Regulation**

This regulation defines the licensing procedures for performing the activities provided on Law no. 43/2015 “On Power Sector”, as amended specifying the terms and conditions for license issue, modification, transferring, renewal, and license termination in the power sector.

#### **Article 3 Definitions**

In this Rules the following terms shall have these meanings:

“**Applicant**” shall mean any Person that applies for the requirements defined in this regulation.

“**Application**” shall mean the documents provided in articles 8 and 9 of this regulation submitted and completed in conformity with these articles from an applicant as well as the requests and documentations submitted under articles 11,15, 16, 17 of this regulation.

“**Refusal of application**” shall mean ERE Board Decision taken in conformity with this regulation for not licensing, not renewing, not accepting the proposed modifications, or not accepting the full/partial transferring of the license.

“**Accepting the application**” shall mean ERE Board Decision taken in conformity with this regulation for licensing, modification, transferring, renewal and license termination on the power sector.

“**Board**” shall mean ERE decision-making body, composed of five members appointed according to the procedures provided in Law No. 43/2015 “On Power Sector” and Law no. 102/2015 “On Natural Gas Sector”.

“**ERE**” shall mean Energy Regulator Authority, responsible for power and natural gas sector that operates in conformity with the above-mentioned Laws and the secondary laws in force.

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The additions and amendments approved with ERE Board Decision no. 215/2019, are with red color

The additions and amendments approved with ERE Board Decision no.220 /2022, are with blue color.

“**License**” shall mean a right granted to a Person for performing an activity in the power sector, in conformity with the above-mentioned provisions.

“**Licensee**” shall mean a Person that holds a license for power sector activities, in conformity with the provisions of Law no. 43/2015 “On Power Sector”.

“**Person**” shall mean any natural/ legal person, performing his activity in the power sector.

“**Authorized representative**” shall mean the natural/legal person applying for a license on the name of the licensee, according to the respective representation act.

“**Technical staff**” shall mean the administrative, legal, engineering and/or the supporting staff, for the operation of the licensed activity.

“**Essential documentation**” shall mean any permission/authorization/approval issued from the authorities/ responsible bodies, that is necessary to exercise the licensed activity.

#### **Article 4** **Licenses**

1. ERE issues licenses for the activities as follows:
  - a. Electricity generation;
  - b. Electricity Transmission System Operation;
  - c. Electricity Distribution System Operation;
  - d. Electricity supply;
  - e. Electricity trading;
  - f. Electricity Market Operation;
  - g. Closed electricity distribution systems;
2. For the operation of a direct line it is not necessary to have the transmission or distribution license.
3. There are not obliged to be equipped with the electricity generation license:
  - a. the self-producers, that are not connected with the national grid, or when the connection with the national grid is performed for maintenance purposes of the generation unit;
  - b. the producers, include even self-producers connected to the national grid, with installed capacity up to 1 MW.
4. As far as permitted by the legislation in force of the Republic of Albania, the application for electricity trading license or the electricity supply license shall not be required in the event that a company has a license issued by a regulatory authority of another Contracting Party country of the Energy Community/a Member State of the European Union, or another country with which a bilateral agreement has been signed, for the mutual recognition of licenses between ERE and the relevant regulatory authority, as well as on the condition that they submit the license to ERE translated and notarized as well as the information defined in article 9 (1) and 9 (2), letter "c", of these rules.

5. If the regulator decides to recognize the execution of electricity trading and supply license, the company that shall execute these activities shall be considered licensed according to the legislation in force.
6. ERE shall respond to the request for license recognition with an approval or not approval decision within 30 days.
7. The foreign Traders and the Suppliers to whom shall be recognized the license from ERE, shall be registered in a specific session of the License Register provided on Article 19 of this regulation.

### **Article 5 Duration of the License Validity**

1. Duration of the licenses validity issued by ERE for the activities provided in Article 4 of this Regulation, is set by ERE within the following limits:
  - a. Electricity generation, up to 30 years
  - b. Electricity Transmission System Operation, up to 30 years
  - c. Electricity Distribution System Operation, up to 30 years
  - d. Electricity Supply, up to 5 years
  - e. Electricity Trading, up to 5 years
  - f. Electricity Market Operation, up to 5 years
  - g. Closed systems of Electricity Distribution, up to 5 years
2. For the applications in electricity generation activity, which are submitted at ERE later than the effective date of the contract / authorization, the calculation of the license term, is performed for the remaining period. This rule is valid even for the license's modification.

## **CHAPTER II APPLICATION PROCEDURES**

### **Article 6 The Right to Apply for a License**

It has the right to apply for a license issued by ERE, any person with its headquarters in Albania and the object of the activity required for licensing. Any foreign person shall set up a company under the legislation in force, with the object of the activity required for licensing by ERE for the whole period of license validity.

### **Article 7 Delegation of the Applicator Rights**

1. The applicant may appoint a natural or legal person, as authorized representative to represent him on all issues regarding the application, within the competences issued on the representation act for this purpose.
2. Is abrogated

**3. The obligations of the representative are:**

- a. to submit the application for license together with the required documentation according to Articles 8, 9 and 11,15,16,17 of this Regulation;
- b. to submit additional data and information required by ERE during the review of license application.

**Article 8**  
**Submitting the application**

1. The application deals with the completion of the respective annexes according to the type of application referring to Article 9, as well as the documentation defined on Articles 9, 15,16, and 17 of this Regulation.
2. The applicant shall make the application payment when submitting the application as defined in Annex A of this regulation.
3. The documentation submitted from the applicant shall be on the Albanian language, the original version or a notarized photocopy and an electronic copy on CD, USB or e-mail on ERE website, while the certifications and the declarations from the other bodies shall be issued not before than 1 month from the moment of submitting the application.
4. If the applicant has applied and is in process of getting other necessary permissions defined in the regulation, may present the application at ERE by submitting the information from the respective institution for the stage of the process for obtaining the permissions from the other institutions.
5. The documentation submitted as a declaration from the applicant shall be signed and/or sealed from him.
6. For the plants that use the sea wave energy and/or intertidal energy, are submitted the same applicable documents as for the HPP-s in conformity with the legal framework.

**Article 9**  
**The form and documentation of the application**

**1. General documentation for all the applications to be equipped with a license.**

1.1 The applicant shall complete the application form according to the definitions defined on Annex 1 attached to this regulation.

1.2 The applicant shall deposit the legal and administrative documentation as follows:

- a. historical extract of the commercial register from the National Business Center (QKB);
- b. declaration of the legal status for the company, its administrator/administrators;
- c. the organizational chart of the company, which shall be composed of the technical staff according to the licensed activity;
- d. if the applicant shall appoint a representative, shall submit at ERE the representation act (authorization).

1.3 the applicant shall submit the financial and fiscal documentation as follows:

- a. declaration that the applicant has liquidated the obligations to Taxation bodies and those of social and health insurance;
- b. financial statement for the last 3 (three) years / or the time of company existence (for the newly established companies) the audited (when this is required from the law) and or documents that declare the ability and financial support (the applicant self-financing, credit or bank guarantee, donation etc,) to exercise the activities, according to the type of application, based on this documentation. ( In case of electricity trading and supply activity, the financial support shall guarantee at least 1 (one) month of exercising the activity, referring to the provided quantity of the applicant itself)
- c. the business plan, on which there are definitions regarding the annual provision of the costs, the sales, the incomes, and the financing of the project/exercise of the licensed activity)

## 2. Specific documentation according to the type of license

1.4 To be equipped with license for electricity generation, the applicant shall also submit:

- a. the completed form with the technical data according to Annex 2;
- b. the concession/authorization agreement or any other form of the agreement where applicable regarding the responsible institutions charged by the law, according to the applicable effective legislation;
- c. approval of the network operator (TSO or DSO companies) for the connection of the plant/plants with the electricity network;
- d. the permission of using the water source for electricity generation from the hydro power plants;
- e. approval from the respective bodies of environmental management and protection (Environmental Influence Assessment, the Environmental Declaration, Permission);
- f. approval of the dam project from the National Dam Committee (for the cases of the dams facilities).

1.5 To be equipped with electricity transmission system operation license, the applicant shall also submit:

- a. the completed form with the technical data according to Annex 3;
- b. the diagram of the transmission system that shows the existing elements and the prospective ones in A1 form;
- c. the network development plan;
- d. number of employees categorized according to the professions

1.6 To be equipped with the license in electricity distribution system operation, the applicant shall also deposit:

- a. the completed form with the technical data according to Annex 4.
- b. the diagram of the distribution system showing the existing elements and the prospective ones;
- c. the network development plan;
- d. the action plan to reduce the technical and non-technical losses;
- e. the action plan to improve the quality of service;

- f. number of employees categorized according to the professions;
- g. metering data even for IT systems.

1.7 To be equipped with electricity supply license, the applicant shall also submit:

- a. information on electricity quantity (in GWh) provided to be supplied during 5 (five) next years of the license;
- b. information on the IT system with which shall operate the electricity supply activity or the agreement with the third parties for setting available/usage for this service, to realize the invoicing process of the customers;
- c. information on the availability of the representation offices of the supplier, with the respective addresses of their location;
- d. information on the voltage level and the approach of realizing the meter for the customers.

1.8 *To be submitted with a license in electricity trading activity, the applicant shall also submit information on the electricity quantity (in GWh) provided to be traded during the 5 (five) next years of the license.*

1.9 *To be equipped with the license in electricity market operation activity, the applicant shall also submit:*

- a. *the number of the employees categorized according to the professions;*
- b. *information for the hardware and software ownership necessary for the market operation according to the Albanian Electricity Market Rules and the other by-legal acts for this purpose;*
- c. *information and documentation verifying the ability to develop all of the operational, contractual or access relations, including the services for the clearing.*
- d. *the respective regulations approved from the governing bodies regarding the mechanism for market surveillance, the procedures and control for the protection of confidential information;*
- e. *any other documentation regarding the cooperation in the framework of electricity market operation activity.*

1.10 *to be equipped with a license for the electricity closed distribution systems, the applicant shall also deposit:*

- a. *the elements of the closed distribution systems;*
- b. *the electricity supply source of this system;*
- c. *information regarding the customers of this system, with the respective installed capacities;*

## **Article 10**

### **Review of the Application**

1. After reviewing the submitted application, regarding the completion of the requirements of article 8, 9, 15, 16 and 17, the persons charged from the Responsible Directory shall prepare a report proposing to ERE Board of Commissioners the beginning or not of the procedures to

review the application in conformity with the deadlines defined in the Rules for ERE Organization, Operation and Procedures as well as in this regulation.

2. Any application shall be submitted in conformity with the form, content, deadlines and the descriptions of this regulation, by completing the requirements and the documents, otherwise to ERE Board it is proposed not to begin the procedures to review the application.
3. ERE Board may decide to begin or not the procedures for the application review based on the legislation in force and the abovementioned report.
4. ERE may begin the procedures to review an application even in the cases described in point 4 article 8 of this regulation, but the final decision for refusing or accepting the application shall be taken only after the permissions from other bodies are submitted.
5. In case of **not opening the procedure**, ERE shall notify the applicant for the refusal reasons by giving the necessary instructions within **7 days** from the day of taking the decision.
6. **Is abrogated**
6. **If the applicant, within 1 (one) month from being informed of the decision for not opening the procedure, submits the essential documentation considered as missing documentation, the documentation submitted for the previous application and the payment for the application shall be considered valid to open the procedure.**
7. In cases when the beginning the procedures for reviewing the application is approved, within **2 days** from taking the decision, **ERE shall publish on the written website and the written media** for two days the notification for the submitted application, in **two daily newspapers** delivered in all the country and published in Tirana. Any licensing notification in electricity generation activity shall contain the data regarding the installed capacity, location and the territory where the licensed activity will be carried out.
9. The notification shall contain;
  - a. a short information for the submitted application;
  - b. a notification that the submission of the objections and complaints from the interested persons may be submitted at ERE within the deadlines defined by this regulation.
10. **Beginning from the first date of publishing the notification , ERE shall wait for the possible objections for this application, for a period of 30 (thirty) days, from the first date of publishing the notification for the applications in generation activity for the plants connected to the transmission network.**
11. **For the applications in generation activity for the plants directly connected to the distribution network and for other applications according to this Regulation, the term defined on Point 10, shall be 10 (ten) days.**
12. **With a written request, the applicant may require maintaining confidential information or documents submitted from him in the framework of the application, that may cause commercial damage. This documentation shall be specified, together with the justification of not making them public. Otherwise shall be considered that the applicant shall not require such a limitation. This requirement implementing the definitions of the effective legislation on confidential information and the information right, shall be considered in continuation, in case of interest from the third parties to access the application documentation.**

13. In any case ERE informs the applicant for the objections submitted to the application for which have begun the licensing procedures and requires clarifications for the objections submitted by the interested parties.

### **Article 11**

#### **Completing and submitting the additional information**

1. Beginning from the date when the notification for application is published for the first time in the media until the end of the deadlines defined in article 10, point 10 and 11, ERE may require to the applicant to submit additional information, in the respective form and content within a defined period, regarding any issue considered necessary by ERE.
2. If the applicant fails to submit the additional information within the defined deadline, form and content, this shall be the condition for application refusal.

### **Article 12**

#### **Analysis of documentation and the final proposal**

1. When the objection period has finished according to article 10 point 10 and 11 of this regulation, the Responsible Directory/Directories shall analyze the possible objections sent by the third parties, the filled documentation (the application) from the applicant and any additional information provided upon ERE request, if they are in conformity with the provisions of this regulation **or the effective legislation**.
2. After checking up the documentation, the Person charged from the Responsible Directory/Directories shall submit to ERE Board a **report** suggesting the acceptance or refusal of the respective application and the justification in conformity with the legislation in force.

### **Article 13**

#### **Board Decision-making**

1. After the deadline termination for submitting the objections or complaints, ERE Board shall review the application and report submitted for this application from the person/persons charged by the Responsible Directory in conformity with the criteria specified on Law No.43/2015 article 38 “On Power Sector” and this regulation.
2. In deciding whether to grant or refuse an application, ERE Board of Commissioners takes into consideration the following criteria:
  - a. the completion and accuracy of the submitted documentation in conformity with this regulation and/or the requirements for ERE additional information.
  - b. location and the territories where the activity will be performed.
  - c. safe and stable operation of the equipment plant and/or the network
  - d. the demands for primary energy sources type
  - e. the requirements regarding the national security, life of the citizens, their property, health and public order
  - f. financial requirements
  - g. environment protection



- h.** energy efficiency promotion in the power sector
  - i.** promotion of a competitive electricity market;
  - j.** promotion of competitive electricity market and the lowest cost principles for electricity supply
  - k.** the effect of security and reliability of electricity supply within the **Republic of Albania** territory
3. In taking its decision ERE Board examines
- a.** The application and any additional information submitted by the applicant.
  - b.** Any objection or complaint submitted by the interested persons;
  - c.** The report was drafted by the person/persons charged by the **Responsible Directory**.

#### **Article 14** **Granting or Refusing the Application**

1. ERE Board of Commissioners shall take the final decision for granting or refusing the applications for license in **electricity** generation and trading activity within 60 working days from the date of first publication of the notification for the application in the media, based on the criteria specified in article 13 of this regulation.
2. For the plants directly connected with the distribution network, and for all the other licenses the Board takes the decision not later than 30 working days from the date of first publication of the notification for application in the media, based on the criteria specified in article 13 of this regulation.
3. The Board shall decide for every case to extend the deadline defined in points 1 and 2 of this article when the documentation is not complete but not later than 30 **days**.
4. For the other cases of the application there are implemented the deadlines and the procedures described in article 15, 16 and 17.
5. The decision is communicated to the applicant by a written notification and shall contain the justification where the decision is based.
6. ERE decision given according to this regulation is published in the Official Gazette.
7. ERE decision may be appealed to the Court by the applicant, or any interested third party.
8. **If the licensee loses the original license documentation issued by ERE, he may make a request at ERE to issue a duplicate license, with a payment as defined on Annex A of this Regulation. To the licensee may be issued only the duplicate license only after verifying that he has executed the respective payment.**
9. **ERE may take the conditional decision when judging that any of the incomplete documents is not essential and the licensee undertakes to comply it within a defined time period defined on this decision. The completion/non-completion of the decision according to the definition of ERE Board Decision, shall compose the reason for the review of the decision.**

10. ERE Board, in a case-by-case basis, after opening the procedure, may decide to suspend its decision.

### **CHAPTER III**

## **LICENSE MODIFICATION, RENEWAL AND TRANSFERING**

#### **Article 15**

#### **License Modification**

1. In response to any licensee request or with its own initiative, ERE may modify the terms and conditions of a license, following the procedures provided in article 43, Law No. 43/2015 “On Power Sector”, as amended.
2. ERE may decide the license modification in the following cases:
  - a. On its own initiative when there are changes of the circumstances for issuing the license (legal framework, the conditions of the concessionary contract, court decisions) or of some events that substantially affect in electricity generation, transmission, distribution, supply, trading or electricity market,
  - b. on the request of the licensee
2. If ERE decides to modify a license, it shall issue to the licensee a license with the amended content, abrogating the amended parts of the previous license.
3. In case of license modification on the request of the licensee, this last one mention shall submit at ERE:
  - a. the completed application form according to Annex 1;
  - b. the information where shall be explained the reasons of the request for license modification and any technical parameter that is changed;
  - c. written decision of the governing bodies of the licensee, where it is expressed the will to require the license modification;
  - d. approval /attitude from the Contracting Authority (responsible ministry);
  - e. approval / attitude of the responsible bodies for environmental managing and protection;
  - f. approval /attitude of the responsible bodies for managing the water resources, in case of electricity generation from the hydro power plants;
  - g. approval /attitude of the network operator regarding this modification, in case of change of installed capacity.

#### **Article 16**

#### **License renewal**

1. If there is interest for license renewal, the licensee shall submit the respective application at ERE for license renewal not later than 6 (six) months before the termination of the validity duration of the issued license, submitting the following documents:
  - a. the completed form of the application, according to Annex 1.
  - b. any possible modification or amendment of the documentation and the technical data or any other documentation submitted on the application for license equipment;
  - c. information on exercising the licensed activity (the contract for electricity sale-purchase, if any).

2. ERE may require from the company any additional information that is considered necessary for the process
3. The criteria for taking the decision by the Board of Commissioners are the same as in the licensing case.
4. ERE shall publish in the written media a notification for the license renewal application according to the same procedures that are applied even for licensing requests in the power sector
5. The Board may take into consideration in case of license renewal to complete the license conditions in the activity licensed by the applicant.
6. The Board shall take the decision to renew or not the license not later than 20 days from the beginning of the procedures for reviewing an application in conformity with this regulation.
7. To have made the regulation fees at ERE. The failure to complete this condition is the cause validation according to the provisions of article 5 *“On imposing the fines and the facilitation from them”*.
8. In case the licensee does not submit at ERE the application for license renewal, within the term defined on point 1 of this Article, or ERE takes the decision to refuse the application of the licensee for license renewal, this last one mentioned loses the validity with the termination of its term and is removed from ERE license register. On these circumstances, in case of interest to execute again the activity, shall be submitted the application for license from the beginning, according to the definitions of this regulation.

### **Article 17**

#### **Full and partial transferring of the license**

1. Upon the request of the licensee ERE and/or with its own initiative may fully/partially transfer the license of a licensee in conformity with Law No 43/2015, “On Power Sector”, as amended
2. In cases of full transferring of the license, the licensee shall submit at ERE the documents as follows:
  - a. the updated form of the application according to Annex 1.
  - b. information where there are explained the reasons for the license transferring;
  - c. information on the expected impacts of the license;
  - d. signed agreement between the licensee and the person to whom shall be submitted the license, where shall be expressed the will for this transferring.
  - e. written declaration of the person to whom shall be transferred the license where it is expressed the readiness to continue with the exercise of the licensed activity and the financial contribution that shall be set available to the activity;
  - f. the approval / attitude of the Responsible State Authority, in case the transferring is conditioned with such an approval/attitude.
2. In case of partial transferring of the assets, ERE implements the same procedures as for full transferring as described in point 2 but before deciding for the licensing of the person to whom

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the assets are partially transferred, shall modify the license of the licensee that has done the partial transferring of the assets.

3. In case of the request from the licensee to transfer the license not according to the case provided in point 2 and 3 of this article, the licensee shall submit at ERE these documents:
  - a. The application format according to article 9, point 1
  - b. A written information where are explained the reasons for the license transferring
  - c. The written decision of the governing bodies of the licensee that express their will for license transferring;
  - d. the declaration of the payment application;
  - e. decision of the governing bodies of the company for the transferring approval of the quota/share of the company.
4. In case of full or partial transferring of the license that is accompanied with the fix asset transferring of the licensee, the application for this transferring shall be made in parallel with the application for license transferring, according to the definitions of the Regulation for the procedures of asset transferring from the licensee.
5. After the approval to begin the procedures for the application review to transfer the license ERE publishes in the written media a notification for the application to transfer the license according to the same procedures that are applied even for the licensing applications in the power sector.
6. ERE takes the decision to accept or not the application within 45 working days from the beginning of the procedures to review the application and during this period the licensee shall continue to make the service in conformity with the legal framework.
7. In case of the procedures to transfer the assets the applying company shall make the regulatory fees at ERE.

### **Article 18 License Removal**

On ERE initiative, the interested persons or the persons that hold the license as well as implementing the legal decision, ERE, shall open the procedure for license removal implementing the provisions according to the regulation for the procedures of license removal approved from ERE Board.

## **CHAPTER IV LICENSE ISSUE AND REGISTRATION**

### **Article 19 Registration Form**

1. After ERE has taken the decision for licensing, full/partial transferring, license renewal or modification, to the applicant is issued the respective license.
2. The licenses issued for the performed activities in the power sector shall be registered by ERE in the Licenses Register.
3. The Licenses Register shall be in the written form or electronically from ERE Board Secretary.

4. In the Register are included the following details:
  - a. Licensee registration number and the series;
  - b. The date of approving the license;
  - c. The date of issuing the license;
  - d. Licensee name;
  - e. Licensee location;
  - f. Description of the activity, which is subject to the issued license;
  - g. Duration of the license;
  - h. The Board Decision

#### **Article 20**

#### **The Right to be informed for the Register's Content**

1. **The license register shall be published on ERE website.**
2. The right to access in the accompanying documents is given to the persons with legal interest as defined in the legislation in force.
3. The confidential or business information shall not be available for inspection or public review, since their publication may bring economic damages.

### **CHAPTER V FINAL PROVISIONS**

#### **Article 22**

#### **Amendment of the Regulation**

These Rules are object of review with ERE Board Decision.

#### **Article 23 Entry into Force**

The additions and amendments of this regulation enter into force after the Publication in the Official Gazette.

## Annex A

### The payment form for registration and review of the application

<i>Application</i>	<b>Licensing</b>	<b>Modification</b>	<b>Renewal</b>	<b>Transferring</b>	<b>License Recognition</b>	<b>License Duplication</b>
<i>Activity</i>						
<b>Electricity Generation</b>	500 000 ALL + 250 000 / additional plant*	250 000 ALL	250 000 ALL	250 000 ALL		15 000 ALL
<b>Operation of electricity transmission system</b>	1 000 000 ALL	500 000 ALL	500 000 ALL	500 000 ALL		15 000 ALL
<b>Operation of electricity distribution system</b>	1 000 000 ALL	500 000 ALL	500 000 ALL	500 000 ALL		15 000 ALL
<b>Electricity supply</b>	500 000 ALL	250 000 ALL	250 000 ALL	250 000 ALL	250 000 ALL	15 000 ALL
<b>Electricity trading</b>	400 000 ALL	200 000 ALL	200 000 ALL	200 000 ALL	200 000 ALL	15 000 ALL
<b>Electricity market operation</b>	1 000 000 ALL	500 000 ALL	500 000 ALL	500 000 ALL		15 000 ALL
<b>Electricity closed distribution systems</b>	500 000 ALL	250 000 ALL	250 000 ALL	250 000 ALL		15 000 ALL

\* Payment application for licensing in electricity generation activity is composed of the fix payment of 500 000 ALL for the electricity generation from 1 (one) plant + 250 000 ALL for each additional plant.

#### Note:

- The applicant, of the moment of submitting the application, shall execute the payment according to the definitions of this Annex. The application payment is non-refundable.
- The payment shall be executed on the bank account with the data as follows:  
“Banka Kombëtare Tregtare”, account number 0200511 (in ALL)  
and IBAN AL7320511021200511 CLCUCLALL.
- the bank commission service (for the initiation and of the arrival) shall be paid by the applicant.

**ANNEX 1**

**Application form**  
*(To be completed by the applicant)*

*a) Data on the application*

<b>1</b>	<b>Type of application</b>	Licensing	<input type="checkbox"/>
		Renewal	<input type="checkbox"/>
		Modification	<input type="checkbox"/>
		Transferring	<input type="checkbox"/>
		License recognition	<input type="checkbox"/>
<b>2</b>	<b>Type of license</b>	Electricity generation	<input type="checkbox"/>
		Electricity transmission system operation	<input type="checkbox"/>
		Electricity distribution system operation	<input type="checkbox"/>
		Electricity supply	<input type="checkbox"/>
		Electricity trading	<input type="checkbox"/>
		Electricity market operation	<input type="checkbox"/>
		Closed electricity distribution systems	<input type="checkbox"/>

*According to Law no. 43/2015 “On Power Sector”, as amended, it is required from ERE the processing of this application according to the specifications mentioned on the table, based on the general data and the technical data attached to this application, according to the legal framework for the power sector and the regulation for the licensing procedures.*

**For the applicant**

\_\_\_\_\_  
*(name surname, signature)*

*b) Identification data of the applicant*

<b>1</b>	<b>Name of the Entity</b>	
<b>2</b>	<b>Unique Identification Number of the Entity (NUIS)</b>	
<b>3</b>	<b>Address</b>	
<b>4</b>	<b>Tel/Cel</b>	
<b>5</b>	<b>E-mail</b>	
<b>6</b>	<b>Administrator /administrators</b>	Name, surname
		Position
		Cel.
		E-mail
<b>7</b>	<b>Authorized representative (if any)</b>	Name, surname
		Address
		Cel.
		E-mail

**Note:**

- *If the entity has more than 1 (one) main managers and/or authorized representative, please fill in blank the respective data.*
- *ERE shall maintain official correspondence with the applicant based on the above completed data regarding his/her address. If any change of this last one, it is the responsibility of the applicant to inform ERE.*

**For the applicant**

*(name, surname, signature)*

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*c) Declarations of the applicant*

**DECLARE THAT:**

- The license for the operation of power sector has not been removed or refused before within or outside the country.

*(If to the applicant it is removed or refused before the license, he/she shall inform the reasons and the respective decision)*

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- I am informed with the effective legal and by-legal legislation, and I am committed to implement it, as well as the rules and regulations approved by ERE for the operation of the power sector.
- The documents and data submitted for the purpose of this application are true and I am aware that in case of declaring false data or submitting false documentation or with the data that are not true, I am subject of the measures provided on the Criminal Code and the other effective legal and by legal acts.
- I am ready to be at ERE premises if needed for any hearing session within this application.
- I have executed the payment for the application, according to the definitions of the regulation, on date \_\_\_\_.  
\_\_\_\_\_, at the  
\_\_\_\_\_ Bank.
- In case of being licensed, I shall implement the requirements of the effective legislation for the protection of health and work safety.

*(This declaration is valid for licensing in electricity generation, distribution and transmission activities)*

**For the applicant**

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*(name surname, signature)*

**ANNEX 1/A**

**In cases of application for the electricity generation activity, attached shall be submitted also:**

1. Completion of Annex 2
2. Historical extract of the commercial register from the National Business Center
3. Declaration of the legal status for the company and its administrator/ administrators
4. Organizational chart of the company, which shall contain the technical staff according to the licensed activity
5. Representation act (authorization) of the applicant representative (if any)
6. Declaration that the applicant has liquidated the obligations to Taxation bodies and those of social and health insurance.
7. Financial statement for the last 3 (three) years / or the time of company existence (for the newly established companies) the audited (when this is required from the law) and or documents that declare the ability and financial support (the applicant self-financing, credit or bank guarantee, donation etc,) to exercise the activities, according to the type of application, based on this documentation
8. The business plan, on which there are definitions regarding the annual provision of the costs, the sales, the incomes, and the financing of the project/exercise of the licensed activity)
9. The concession/authorization agreement or any other form of agreement if applicable regarding the responsible institutions charged by the law, according to the effective legislation.
10. Approval of the network operator (TSO or DSO companies) regarding for the connection of the plant with the electricity network
11. The permission for using the water resources for the electricity generation from the hydro power plants
12. Approval from the respective bodies of environment management and protection (Council of Minister Decisions, Environmental declaration, Permissions)
13. Approval of the dam project from the National Dam Committee (if dam facilities).

**For the applicant**

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*(name surname, signature)*

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The additions and amendments approved with ERE Board Decision no. 215/2019, are with red color

The additions and amendments approved with ERE Board Decision no.220 /2022, are with blue color.

**ANNEX 1/B**

**In case of application for LICENSE IN ELECTRICITY TRANSMISSION SYSTEM ACTIVITY, attached shall be submitted also:**

1. Completion of Annex 3
2. Historical extract of the commercial register from the National Business Center
3. Declaration of the legal status for the company and its administrator/ administrators
4. Organizational chart of the company, which shall contain the technical staff according to the licensed activity
5. Representation act (authorization) of the applicant representative (if any)
6. Declaration that the applicant has liquidated the obligations to Taxation bodies and those of social and health insurance.
7. Financial statement for the last 3 (three) years / or the time of company existence (for the newly established companies) the audited (when this is required from the law) and or documents that declare the ability and financial support (the applicant self-financing, credit or bank guarantee, donation etc,) to exercise the activities, according to the type of application, based on this documentation.
8. The business plan, on which there are definitions regarding the annual provision of the costs, the sales, the incomes, and the financing of the project/exercise of the licensed activity)
9. The diagram of the transmission system showing the existing elements and the perspective one in A1 format
10. Network development plan
11. Number of the employees categorized according to the professions

**For the applicant**

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*(name, surname, signature)*

**ANNEX 1/C**

**For LICENSE IN ELECTRICITY DISTRIBUTION SYSTEM ACTIVITY, attached shall be submitted also:**

1. Annex 4 shall be completed.
2. Historical extract of the commercial register from the National Business Center
3. Declaration of the legal status for the company and its administrator/ administrators
4. Organizational chart of the company, which shall contain the technical staff according to the licensed activity
5. Representation act (authorization) of the applicant representative (if any)
6. Declaration that the applicant has liquidated the obligations to Taxation bodies and those of social and health insurance.
7. Financial statement for the last 3 (three) years / or the time of company existence (for the newly established companies) the audited (when this is required from the law) and or documents that declare the ability and financial support (the applicant self-financing, credit or bank guarantee, donation etc.) to exercise the activities, according to the type of application, based on this documentation.
8. The business plan, on which there are definitions regarding the annual provision of the costs, the sales, the incomes, and the financing of the project/exercise of the licensed activity)
9. The diagram of the transmission system showing the existing elements and the perspective ones.
10. Network development plan
11. Action – plan to lower the technical and non-technical losses
12. Action – plan to improve the quality of service
13. Number of the employees categorized according to the professions
14. Metering data and data for IT systems

**For the applicant**

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*(name, surname, signature)*

**ANNEX 1/D**

**For LICENSE IN ELECTRICITY SUPPLY ACTIVITY, attached shall be submitted also:**

1. Historical extract of the commercial register from the National Business Center
2. Declaration of the legal status for the company and its administrator/ administrators
2. Organizational chart of the company, which shall contain the technical staff according to the licensed activity
3. Representation act (authorization) of the applicant representative (if any)
4. Declaration that the applicant has liquidated the obligations to Taxation bodies and those of social and health insurance.
5. Financial statement for the last 3 (three) years / or the time of company existence (for the newly established companies) the audited (when this is required from the law) and or documents that declare the ability and financial support (the applicant self-financing, credit or bank guarantee, donation etc,) to exercise the activities, according to the type of application, based on this documentation
6. The business plan, on which there are definitions regarding the annual provision of the costs, the sales, the incomes, and the financing of the project/exercise of the licensed activity)
7. Information on electricity quantity (in GWh) provided to be supplied during the next 5 (five) years of the license;
8. Information regarding the IT system on which shall operate the electricity supply activity or agreements with third parties to set available /in use this service, for the realization of the invoicing process of the customers;
9. Information on the availability of the representative offices of the supplier, with respective addresses and locations
10. Information regarding the voltage level and the approach of realizing the meter for the customers.

**For the applicant**

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*(name, surname, signature)*

**ANNEX 1/E**

**For application in ELECTRICITY TRADING ACTIVITY, attached shall be submitted also:**

1. Historical extract of the commercial register from the National Business Center
2. Declaration of the legal status for the company and its administrator/ administrators
3. Organizational chart of the company, which shall contain the technical staff according to the licensed activity
4. Representation act (authorization) of the applicant representative (if any)
5. Declaration that the applicant has liquidated the obligations to Taxation bodies and those of social and health insurance.
6. Financial statement for the last 3 (three) years / or the time of company existence (for the newly established companies) the audited (when this is required from the law) and or documents that declare the ability and financial support (the applicant self-financing, credit or bank guarantee, donation etc,) to exercise the activities, according to the type of application, based on this documentation.
7. The business plan, on which there are definitions regarding the annual provision of the costs, the sales, the incomes, and the financing of the project/exercise of the licensed activity)
8. Information on electricity quantity (in GWh) provided to be supplied during the next 5 (five) years of the license;

**For the applicant**

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*(name surname, signature)*

**ANNEX 1/F**

**For the LICENSE application in ELECTRICITY MARKET OPERATION, attached shall be submitted also:**

1. Historical extract of the commercial register from the National Business Center
2. Declaration of the legal status for the company and its administrator/ administrators
3. Organizational chart of the company, which shall contain the technical staff according to the licensed activity
4. Representation act (authorization) of the applicant representative (if any)
5. Declaration that the applicant has liquidated the obligations to Taxation bodies and those of social and health insurance.
6. Financial statement for the last 3 (three) years / or the time of company existence (for the newly established companies) the audited (when this is required from the law) and or documents that declare the ability and financial support (the applicant self-financing, credit or bank guarantee, donation etc,) to exercise the activities, according to the type of application, based on this documentation.
7. The business plan, on which there are definitions regarding the annual provision of the costs, the sales, the incomes, and the financing of the project/exercise of the licensed activity)
7. Number of employees categorized according to their professions
9. Information in the ownership of the hardware and software necessary for the market operation according to the Albanian electricity market Rules and the other by-laws for this purpose;
10. Information and documentation declaring the opportunity to develop all operational, contractual procedures, or the access relations, including the services for the clearing.
11. Respective regulations approved from the governing bodies regarding the market surveillance mechanism, the procedures and controls for the protection of confidential information
12. Any other documentation regarding the operation in the framework of electricity market operation activity.

**For the applicant**

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*(name, surname, signature)*

## ANNEX 1/G

**For License application in ELECTRICITY MARKET OPERATION ACTIVITY, attached shall be submitted also:**

1. Historical extract of the commercial register from the National Business Center
2. Declaration of the legal status for the company and its administrator/ administrators
3. Organizational chart of the company, which shall contain the technical staff according to the licensed activity
4. Representation act (authorization) of the applicant representative (if any)
5. Declaration that the applicant has liquidated the obligations to Taxation bodies and those of social and health insurance.
6. Financial statement for the last 3 (three) years / or the time of company existence (for the newly established companies) the audited (when this is required from the law) and or documents that declare the ability and financial support (the applicant self-financing, credit or bank guarantee, donation etc,) to exercise the activities, according to the type of application, based on this documentation.
7. The business plan, on which there are definitions regarding the annual provision of the costs, the sales, the incomes, and the financing of the project/exercise of the licensed activity)
8. Elements of closed distribution system
9. Electricity supply resource for this system
10. Information on the customers of this system, with the respective installed capacities
11. Information and documentation to cover the consumption of this system customers from the electricity supply resource.

**For the applicant**

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*(name, surname, signature)*



**ANNEX 1/H**

**For LICENSE MODIFICATION, attached shall be submitted also:**

1. The information where are explained the reasons of the request for license modification and any technical parameter that is changed
2. The written decision of the governing bodies of the licensee, which express the will to require the license modification
3. Approval /attitude of the Contracting Authority (responsible ministry)
4. Approval / attitude of the responsible bodies for the environmental management and protection
5. Approval /attitude of the responsible bodies for managing the water resources, in case of electricity generation from the hydro power plants
6. Approval /attitude of the network operator regarding this modification, if there is a change of the installed capacity

**For the applicant**

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*(name, surname, signature)*

**ANNEX 1/I**

**For LICENSE RENEWAL, attached shall be submitted also:**

1. Any possible modification or amendment of technical data documentation or any other documentation submitted on the application for license equipment
2. Information on exercising the licensing activity (the contract for electricity sale-purchase, if any)

**For the applicant**

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*(name, surname, signature)*

**ANNEX 1/J**

**For LICENSE TRANSFERING, attached shall be submitted also:**

- a) Information where shall be explained the reasons of the request for license transferring
- b) Information on the expected impacts of license transferring
- c) The agreement signed between the licensee and the person to whom shall be transferred the license where shall be expressed the will for this transferring
- d) Written declaration of the person to whom shall be transferred the license, shall be expressed the readiness to continue with the exercise of the licensed activity and the financial contribution that shall be set available to the activity
- e) Approval /attitude of the Responsible State Authority, if the transferring is conditioned with such an approval/attitude

**For the applicant**

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( name, surname, signature)

**ANNEX 1/K**

**In cases of LICENSE RECOGNITION attached shall be submitted also:**

1. Historical extract of the commercial register from the National Business Center
2. The translated and certified license

**For the applicant**

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*(name, surname, signature)*

ANNEX 2

**Technical data for the electricity generation activity**  
*(to be completed from the applicant)*

1	Type of the plant	HPP <input type="checkbox"/>	Dam <input type="checkbox"/>
		TPP <input type="checkbox"/>	Derivation <input type="checkbox"/>
			Basin <input type="checkbox"/>
			Reserves <input type="checkbox"/>
Pumping <input type="checkbox"/>			
Fossil fuel <input type="checkbox"/>			
AEOLIAN <input type="checkbox"/>	Geothermal <input type="checkbox"/>		
	Biomass / biogas <input type="checkbox"/>		
FOTOVOLTAIC <input type="checkbox"/>	Heating from the industrial processes of heavy industry <input type="checkbox"/>		
	Motor – generator group <input type="checkbox"/>		
	Fuel _____		
	Offshore <input type="checkbox"/>		
	Onshore <input type="checkbox"/>		
	Other <input type="checkbox"/>		
	Height of the tower (m) _____		
	Wind speed (min and max) utilized in (m/s) _____		
	Offshore <input type="checkbox"/>		
	On shore <input type="checkbox"/>		
	Floating <input type="checkbox"/>		
	Other <input type="checkbox"/>		
	Total surface of the panels (m <sup>2</sup> ) _____		
2	Installed capacity (MW)		
3	Number of generation units and the installed capacity for each of them		
4	Construction year of the plant		
5	Commercial operation date		
6	Expected lifecycle of the plant (years)		

**For the applicant**

*(name surname, signature)*

The additions and amendments approved with ERE Board Decision no. 215/2019, are with red color

The additions and amendments approved with ERE Board Decision no.220 /2022, are with blue color.

**ANNEX 3**

**Technical data for electricity trading activity**  
(to be completed by the applicant)

a) Data for the transmission line

No	Name of the line	Transforming capacity	U <sub>n</sub>	I <sub>n</sub>	Type /Section of the conductors	Length	Number of line circuits	Year of construction
		MW	kV	A	mm <sup>2</sup>	km		
1.								
2.								
3.								
4.								
5.								

b) Data for the substation of the transmission system

No	Name of the substation	No. of the transforming units	Installed Capacity	U <sub>n</sub>	I <sub>n</sub>	Scheme for the connection of the conductors	Voltage regulation level	Type of voltage regulation	Construction year
			MVA	kV	A				
1.									
2.									
3.									
4.									
5.									

c) Data for the users connected to the transmission system

No	Name of the user / customer	Installed capacity	U <sub>n</sub>	I <sub>n</sub>	Type of connection (busbar of the substation, line etc)	Type of the meter	Location of the metering equipment
		MW	kV	A			
1.							
2.							
3.							
4.							
5.							

The additions and amendments approved with ERE Board Decision no. 215/2019, are with red color

The additions and amendments approved with ERE Board Decision no.220 /2022, are with blue color.

*d) Data for the electricity that is foreseen to be transmitted*

No	Name of the representative	Quantity of Energy (GWh)				
		Year I	Year II	Year III	Year IV	Year V
1.						
2.						
3.						
4.						
5.						

*Note: If the entity has more than 1 data to be fulfilled, referring to each table on this Annex, please fill in the blanks.*

**For the applicant**

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*(name surname, signature)*

**ANNEX 4**

**Technical data for the electricity distribution activity  
(to be completed by the applicant)**

*a) Data for the distribution line*

No	Name of the line	Transmission capacity	U <sub>n</sub>	I <sub>n</sub>	Type /Session of the conductors	Length	Number of line circuits	Construction year
		MW	kV	A	mm <sup>2</sup>	km		
1.								
2.								
3.								
4.								
5.								

*b) Data for the distribution system substation*

No	Name of the substation	No of the transforming units	Installed capacity	U <sub>n</sub>	I <sub>n</sub>	Technical Losses	Type of voltage regulation	Construction year
			kVA	kV	A	%		
1.								
2.								
3.								
4.								
5.								

*c) Data for the users connected to the distribution system and the distributed energy (customers)*

No	Categories	Subcategories according to voltage level	No. of customers	Electricity quantity (GWh)				
				Year I	Year II	Year III	Year IV	Year V
1	U <sub>n</sub> (kV)							
2	Installed capacity of the customers (kW/MW)							
3	Activity	Household						
		Private						
		<i>Specify</i>						

The additions and amendments approved with ERE Board Decision no. 215/2019, are with red color

The additions and amendments approved with ERE Board Decision no.220 /2022, are with blue color.



*d) Data for the users connected to the distribution system (generators)*

No	Name of the user	Installed capacity	U <sub>n</sub>	I <sub>n</sub>	Type of connection (busbar of the substation, line, etc)	Type of the meter	Location of the metering equipment
		MW	kV	A			
1.							
2.							
3.							
4.							
5.							

*e) Data for the transformation cabins*

No	Installed capacity	Number of the cabins	Number of connected customers	Technical losses
	kVA			%
1.				
2.				
3.				
4.				
5.				

*Note: If the entity has more than 1 data to be submitted, referring to each of the table of this Annex, please fill in the blanks.*

**The Applicant**

\_\_\_\_\_  
*(name, surname, signature)*