



Inspection Process

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Inspection Process – Overview

Process overview

- The Illinois Power Agency (IPA) reserves the right to physically or virtually inspect any project submitted to the Program for any reason, including verification of compliance with prevailing wage requirements.
- Inspections will be scheduled in advance but may occur at any time the project is in the Program.
- In addition to verifying the accuracy of submitted Part II information, the inspection process is designed to verify that installations meet the Program requirements as outlined by the Program Guidebook.
- If the technical information verified during an inspection does not match the information reported as part of the project application, the inspection report will include a deficiency notice.
- Deficiencies will be classified as Minor or Material based on the degree to which the information reported misaligns with the technical information verified by the inspector.
- Material deficiencies identified in the inspection report will require remediation by the AV or installer.
- State and local code compliance is not included in the inspection process.



Inspection Process – Project Selection

Selection Criteria and Inspection Quantities:

All Part II Verified applications will be eligible for inspection to ensure compliance with Program requirements and guidelines, regardless of project size

- New AVs will receive an inspection for at least one of their first five projects
- Small Distributed Generation (DG, ≤ 25 kW): Inspection of 1.5% of Verified Part II applications
- Large Distributed Generation and Public Schools: Inspection of 5% of Verified Part II applications
- Community Solar: Inspection of 25% of Verified Part II applications
- While projects will be randomly selected, inspection quantities will reflect AVs' and installers' project volume in the Program

As-needed inspections, including but not limited to the following:

- AVs working with multiple Designees may warrant additional project inspections
- Projects using energy storage systems may warrant an on-site or virtual inspection
- Projects identified by the application processing, technical review, or Consumer Protection teams



Inspection Reports & AV Responsibilities

Inspection Reports

- Inspection reports will have two parts:
 - Verification of technical information submitted with the Part II application – this portion of the report will be shared with the system, owner/host, the project AV, and installer
 - Workmanship best practice recommendations – this portion of the report will be shared with the AV and installer
- The report will be generated and delivered within 15 business days of the inspection's occurrence

AV Responsibilities

- Customers are expected to be informed of the possibility of an inspection by the AV. It is the AV's responsibility to ensure customer compliance if that AV's system is selected for inspection
- If an inspection report includes a Material Deficiency Notice, the AV will have five business days to submit their action plan to correct the deficiency
- After the approval of the action plan by a senior member of the inspection team, the AV will provide proof of completion of the action plan to cure the deficiency (or deficiencies) no later than the 20-business-day deadline
- Failure to provide an action plan and or remedy the material deficiency will result in the removal of the project from the REC Contract or disciplinary action upon the AV



Thank you for watching!

For questions or assistance:

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