

**Beijing Municipal Commission of
Urban Management
Beijing Municipal Government Service
Bureau
Beijing Municipal Commission of
Planning and Natural Resources
Beijing Municipal Commission of
Housing and Urban-Rural Development
Beijing Municipal Commission of
Transport
Beijing Municipal Forestry and Parks
Bureau
Beijing Traffic Management Bureau**

Jing Guan Fa (2019) No.25

**Opinions on Further Optimizing Business
Environment of Getting Electricity in Beijing
(Revised Edition)**

To Commission of Urban Management, Commission of Planning and Natural Resource, Commission of Housing and Urban-Rural Development, Forestry and Parks Bureau, Transport Administration Department, Traffic detachment and Traffic Police Battalion and State Grid Electric Power Company in each district in Beijing:

In order to continue optimizing the business environment, further improve the access efficiency of power users in Beijing, reduce social cost of "getting electricity" and effectively improve public services, on the basis of “*Opinions on Further Optimizing Business Environment of Getting Electricity in Beijing* (Jing Guan Fa (2018) no. 54)” , we will further optimize the procedure compress the time limit and revise the *Opinions* based the actual conditions of Beijing.

I. Guiding Ideology

By following the guidance of Xi Jinping Thought on Socialism with Chinese Characteristics for a New Era, thoroughly implement the spirit of the 19th CPC national congress and the second and third plenary sessions of the 19th CPC central committee, and fully implementing the spirit of general secretary Xi Jinping's important speech to Beijing, we will take the user's need as breakthrough point, focus on the existing problems, aim on creating an international, law-based and convenient business environment, further deepen the reform to "delegate power, streamline administration and optimize government services", strengthen the transition from prior approval to post-event supervision, and actively explore the application of registration system, in accordance with the work arrangement by Beijing Municipal Committee of the Communist Party of China and Beijing Municipal Government on further optimizing the business environment. Further innovate the mechanism, strengthen coordination, and gradually realize the new working mode of "**one-window acceptance plus parallel operation**". We will also further reduce administrative links, compress processing time limit and optimize workflow, to effectively improve power access efficiency and public service level, and create a good climate of "getting electricity" for our city.

II. Applicable Users

It is applicable to the social-invested, low-voltage power customers access projects which are applied for the service including new power supply installation and capacity increase in Beijing. The voltage level is less than 10kV(exclusive), the power capacity is no more than 160kW, the pipeline length is less than 150m, the length of excavated road (urban road, highway) or temporarily occupied green space is less than 100m, old trees and big trees should be avoided, and the urban roads which are newly built, expanded and rebuilt to put into service within 5 years or whose overhaul is completed within 3 years should not be included.

III. Main Missions

(i) Optimize the procedure and further improve the efficiency

The departments of Planning and Natural Resources, Housing and Urban-Rural Development, Transportation, Traffic Management, Forestry and Parks Bureau shall optimize approval workflow to reduce the working time of approval items. Power grid enterprises shall streamline user application materials, optimize the internal workflow once again, reduce the processing links, continue shortening the processing time, and disclose processing time limit, standard and procedure to the public.

(ii) Improve the mechanism to further improve services

The industry authority shall strengthen the guidance, coordination, supervision and inspection of the access matters related to the industry. As the implementing body for user access project, power grid enterprises provide users with one-stop service and

communicate with relevant departments in advance when selecting line and designing the links. The examination and approval departments should step forward, establish a contact mechanism, timely coordinate, and provide services in advance.

(iii) Reform and innovate, further improve user's satisfaction

Further clarify and refine the cost standards and continue exploring and implementing preferential policies. Take a variety of measures to effectively reduce user access project costs and ease user burden.

IV. Procedures and time limit

Relevant responsible departments should further enhance service management, strengthen business guidance, improve communication mechanism, pay attention to work coordination, implement administrative license according to laws and regulations, accept applications synchronously in one window, operate in parallel, and issue licenses in stages to improve work efficiency and shorten the total time for examination and approval.

(i) Administrative examination and approval

1. Applying for construction projects planning permit. According to the *“Opinions on Further Improving the Business Environment and Deepening Reform of the Administrative Approval Process for Construction Projects (Shi Gui Hua Guo Tu Fa (2018) No.69)”* by former Beijing Municipal Commission of Planning and Land, the municipal and each district's Commission of Planning and Natural Resource shall issue the construction project planning permit within 4 days after receiving the valid application materials.

Responsible department: Beijing Municipal and each district's Commission of Planning and Natural Resource

Processing Time: 4 days

2. Applying for construction permit. The construction permit for "getting electricity" projects, on the premise of implementing safety and quality requirements, should be accelerated in accordance with policies related to the business environment improvement.

Responsible department: Beijing Municipal and each district's Commission of Housing and Urban-Rural Development

Processing Time: 5 days

3. Applying for approval of green space and trees. Beijing Municipal and each district's Forestry and Parks Bureau shall make an administrative license within 5 days after accepting the valid application materials.

Responsible department: Beijing Municipal and each district's Forestry and Parks Bureau

Processing Time: 5 days

4. Applying for permission of road (city road, highway) occupation and excavation. Beijing Municipal Commission of Transport, each road branch and each district's Commission of Urban Management shall complete the preliminary examination, re-examination, examination and approval within 5 days, and issue the road

(urban road, highway) occupation and excavation permit.

Responsible department: Beijing Municipal Commission of Transport, each road branch and each district's Commission of Urban Management

Processing Time: 5 days

5. Simultaneously process the road occupation and construction permission that impacts traffic safety. After accepting the application materials, Beijing Municipal and each district's traffic control department, shall within 5 days, complete the preliminary examination, on-site investigation and confirmation of the traffic organization plan, and issue the road occupation and construction permit that affects traffic safety.

Responsible department: Beijing Municipal Traffic Management Bureau and each district's Traffic Detachment

Processing Time: 5 days

(ii) Links of enterprise application

For user installation application businesses which are applicable to the Opinions, the power grid enterprises shall be responsible for the "one window" acceptance services, invest in the construction, reduce the user's power supply access cost, raise the reliability of power consumption, and improve the level of power supply service. Simplify the procedures for enterprises from three to two steps: accepting the contract and carrying out the power connection construction. The compressed processing time of power access shall not exceed 15 days in principle, in which, the internal processing and construction time of power grid enterprises shall not exceed 10 days in principle, and the total processing time for approval of road occupation and excavation shall not exceed 5 days in principle. In order to reduce the cost of power connection, the project cost between the power grid and the electricity meters (including electricity meters) shall be borne by the power grid enterprises.

The aforesaid time limit for examination and approval and handling shall be postponed in case of statutory public holidays.

V. Approval materials

- (i)** To apply for planning permit, the following materials should be submitted:
 1. The applicant unit shall issue an officially sealed. Application Form of Project Construction (Table 3-2) (original).
 2. The applicant unit shall issue "*The Authorization Letter of the Legal Representative of the Construction Project*" (the original) affixed with the official seal of the unit and the signature or seal of the legal representative and the resident identity card of the entrusted agent (the photocopy). (When the agent submits the application materials to the service window, the original ID card of the entrusted agent must be presented, and the staff at the service window will check and confirm it on the spot).
 3. The application letter of the applicant unit on project construction (application documents shall include the pipeline type of the linear engineering, the construction content, the starting and ending points of the project; the use of land

for linear engineering construction and the permission of the construction planning; and the design scheme of the relevant professional company) (the original).

4. One copy of the design scheme of the professional company.
5. 3 sets of construction drawings by the qualified design unit.

(ii) For the approval of greenbelt trees, the following materials shall be submitted:

1. Application form for temporary occupation of green space, application form for tree felling, application form of tree transplant (each form shall be affixed with the official seal of the applicant unit and the property right unit at the designated location, the District Forestry and Parks Bureau shall review and affix the official seal, 1 original).
2. Construction project planning license (including attached drawings, attachments and 1 photocopy).
3. Plan of temporary occupation of green space and trees (1 original, indicating the exact location on the attached drawing of “*The Construction Engineering Planning Permit*”).
4. Commitment letter for occupation of landscaping resources (indicating the time for temporary occupation of green space, specific time and measures for transplantation and restoration of green space, affixing the official seal of unit, 1 original).

(iii) Application for road (urban road, highway) occupation and excavation construction permit, the following materials shall be submitted:

1. Urban road occupation and excavation construction permit:
 - (1) Application form (affixed with the official seal of the construction unit) (1 original, 2 photocopies).
 - (2) Authorization letter from the construction company (affixed with the official seal of the construction company) (1 original and 2 photocopies).
 - (3) Resident identity card (affixed with official seal of the construction unit) (3 photocopies).
 - (4) Construction project planning permit (including annexes and attached drawings) or documents approved and issued by the urban planning department and related design documents (including annexes and attached drawings) or certificate of house ownership (affixed with the official seal of the construction unit) (3 photocopies).
 - (5) ① Construction project permit license (including the annexes) or the document approved and issued by the housing and urban-rural construction department.
② The project whose budget is less than 300,000 yuan shall submit urban construction project completion file registration form (affixed with the official seal of the construction unit) (3 photocopies for parallel approval, provided before construction).
 - (6) Application form for approval of excavating road in Beijing (affixed with official seal of the construction company) (1 original, 2 photocopies).
 - (7) Application form for approval of temporary facility occupation in Beijing (affixed

- with official seal of the construction company) (1 original, 2 photocopies).
- (8) Engineering construction organization plan (including construction area map, construction plan, traffic guiding plan, nocturnal construction plan, special excavation and backfilling plan, existing facility protection plan, emergency plan, flood-control duty, winter construction quality guarantee duty, inspected well management measures within the range of road excavation, etc.) (affixed with official seal of the construction unit) (1 original and 2 photocopies).
2. Road occupation and excavation permit
 - (1) Administrative license application form of Beijing Municipal Commission of Transport (2 originals).
 - (2) Business license (2 photocopies) or uniform social credit code certificate (2 photocopies), resident identity card (2 photocopies), trustee's identity card (2 photocopies), authorized letter of attorney (2 originals).
 - (3) Construction planning permit or documents of planning department and related design documents (2 photocopies).
 - (4) Engineering designing and construction drawing (including plan, elevation and section drawing) (2 originals).
 - (5) Construction plan (construction drawing, traffic organization and operation plan, flood-control measures in rainy season or winter construction measures, protection, monitoring measures and emergency plan of guaranteeing the safety of road and its ancillary facilities and traffic) (2 originals).
 - (6) Technical evaluation of quality and safety (2 originals).
 Above-ground excavation and construction control area: technical evaluation report for guaranteeing the quality and safety of road and its ancillary facilities.
 Projects of underground crossing road: pre-construction inspection report, third-party monitoring scheme, expert review opinion, and design consulting report.
 - (7) The highway management unit opinion when involving highways project (1 original, 1 copy).
 - (iv) **Application for the construction permit of occupying the road and affecting traffic safety, the following materials shall be submitted:**
 1. Written application (attached with copies of construction unit power of attorney and ID card of agent), affixed with official seal of authorized unit and construction unit.
 2. *"Notification of Acceptance of Road Occupation and Excavation Permit"* issued by Beijing Municipal Commission of transport, its sub-bureaus and district Commission of Urban Management, or written description issued by road administrative department and property right unit, etc.
 3. Traffic organization maintenance scheme stamped with the official seal of the construction unit. Including traffic organization plan, geographical location map, site photos, construction site traffic organization diagram (in line with the national standard of the People's Republic of China *"Road Traffic Signs and Marking, Part 4: Assignments Section (GB5768.4-2017)"*), and of the People's Republic of China on public security industry standards *"Road Transportation Safety Sign Work*

(GA182-1998)”, instructions and detailed list of facilities for traffic safety on the construction site, instructions and detailed list of posts for traffic maintenance personnel on the construction site, duty list and contact information of the person in charge of safety on the construction site, traffic safety guarantee certificate, affixed with the official seal of the authorized unit and the construction unit.

4. The above three materials shall be prepared in duplicate.

(v) List of materials accepted by power grid enterprises

1. Low-voltage residents shall provide the following application materials.

(1) Application for the use of power.

(2) Effective identity certificate.

(3) Property ownership certificate of the electricity usage address.

2. Low-voltage non-resident users shall provide the following application materials.

(1) Application for the use of power.

(2) Certificates of the subject (certificate of valid identity of enterprise legal person and certificate of valid business license).

(3) Property ownership certificate of the electricity usage address.

3. 10kV High-voltage users shall provide the following application materials.

(1) Application for the use of power.

(2) Certificate of the subject (certificate of valid identity of enterprise legal person and certificate of valid business license).

(3) Property ownership certificate of the electricity usage address.

(4) Project approval and permit certificate (power project approval and planning permit).

VI. Relevant Requirements

(i) Strictly implement the approval process. To further optimize the getting electricity approval process is an important part of the measures to optimize the business environment in our city. All relevant examination and approval departments must attach great attention to it and deeply understand its significance. We must take strong responsibilities and solid measures to resolutely implement every approval procedure.

(ii) Effectively play the important role of power grid enterprises. In accordance with the requirements of the document, State Grid Beijing Electric Power Company shall further refine the division of responsibilities and optimize the handling process, so as to make the application procedures more convenient, the electricity connecting service more efficient and user access cost more reasonable. The 10kV user business project workflow could be executed according to the opinions.

(iii) Improve the publicity and implementation work. All relevant units shall organize special training to publicize the contents of the documents to the offices at all levels, especially to the staff of the acceptance window for users,

so as to ensure the effective implementation of the contents of the documents.

Beijing Municipal commission of Urban Management (seal)

Beijing Municipal Government Service Bureau(seal)

Beijing Municipal Commission of Planning and Natural Resources(seal)

Beijing Municipal Commission of Housing and Urban-Rural Development(seal)

Beijing Municipal Commission of Transport(seal)

Beijing Municipal Forestry and Parks Bureau(seal)

Beijing Traffic Management Bureau(seal)

28th, Feb, 2019

(This file is publicly available)