

SolShare project management checklist

For SolShare system designers and installers

This checklist provides a space for you to fill in that all requirements have been met for the project before installing SolShare.

📌 TIP

You can always access the most up-to-date versions of any documents (including this document) in the Resource Library on Allume's website at <https://allumeenergy.com/au/resource-library/>.



Project name

Project address

1. Pre-Installation

- SolShare solar designer has completed online design and installation training modules (via [Allume online training portal](#)).
- SLD reviewed by Allume (person creating SLD have completed above training prior to submitting SLD).
 - **New build:** Electrical Consulting Engineer (include accreditation number).
 - **Retrofit:** Solar Installer or system designer (include accreditation number).
- DNSP approval fully executed as per [interconnection guide](#).
 - Forms required per DNSP.
 - Residents' details collected – NMI, account details, etc.
- Allume notified of installation and SolShare stock secured.
- SolShare [Pre-installation checklist](#) completed.
- Solar installer has completed online installation training modules (via [Allume online training portal](#)).

2. Installation

- Maintenance isolator box installed as per requirements.
- Installation meets relevant standards and regulations, including:
 - AS4777:1:2024
 - DNSP-specific requirements.
 - Labelling complete.
- DNSP inspection (where applicable) completed.
- Internet connected to SolShare.
 - If connected to Wi-Fi, Wi-Fi requirements have been met as per the [internet guide](#).

3. Post-Installation

- Smart meter upgrades/alteration fully executed for all resident meters.
 - Certificate of Electrical Safety (CES) or equivalent submitted to electricity retailers.
 - Strata-specific metering coordinator utilised where necessary.
- Site added to [Allume's SolCentre monitoring portal](#).
 - For sites with a Strata/Owners' Corp/Body Corporate: [Allume's SolCentre flyer for residents](#) with sign up link sent out to residents via strata manager.
 - For social housing sites: asset manager added to project via [SolCentre](#) or [SolShare Commissioning App](#)