



## Guidelines for “CheckApplication Summary” on the Unified Single Window Rooftop PV Portal of Surya Gujarat

**Step 1:** In “Reports” click on “Application Summary” check the DisCom, Circle, Division and Sub-division wise summary. The report is available on Portal as well as it can be downloaded in excel

The screenshot shows the top navigation bar of the Surya Gujarat Portal. The 'REPORTS' dropdown menu is open, and 'Application Summary' is selected. A callout box on the right points to this menu item with the text: 'Check Circle, Division & Sub-division wise Application'.

**Step 2:** Select the appropriate filters of Discom, Circle, Division and Sub-division to check the summary data and download excel file of the same report

The screenshot shows the filter section of the 'Application Summary' report. It includes dropdown menus for 'Discom', 'Circle', 'Division', and 'Sub-Division'. A callout box on the right points to these filters with the text: 'Filters to select Circle, Division and Sub-division'. Below the filters is a table with 11 columns: Sr., Discom, Application Received, PV Capacity in kW, Applications Verified, PV Capacity in kW, Verification Pending, PV Capacity in kW, Deposit Quotation Issued, PV Capacity in kW, and Registration. A callout box on the right points to the 'Download Excel' icon in the table header with the text: 'Download Excel'.

Sr.	Discom	Application Received	PV Capacity in kW	Applications Verified	PV Capacity in kW	Verification Pending	PV Capacity in kW	Deposit Quotation Issued	PV Capacity in kW	Registration
1	DGVCL	23331	92063.799	22607	88837.609	724	3226.190	22314	87161.704	22314
2	MGVCL	30508	116326.145	29792	113342.095	716	2984.050	29428	111929.650	29428
3	UGVCL	15316	58049.925	15047	56873.395	269	1176.530	14932	56363.660	14932
4	PGVCL	38127	130879.960	37561	128833.765	566	2046.195	37295	128018.990	37295
5	TPA	16681	72220.824	16079	69680.934	602	2539.890	13567	58472.654	13567

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