**EXCERPTS FROM THE MINUTES OF THE REGULAR BOARD MEETING HELD AT [ADDRESS] ON [DATE]**

Present: [List of Attendees]

|  |  |
| --- | --- |
| Name 1 | Designation 1 |
| Name 2 | Designation 2 |
| Name 3 | Designation 3 |
| Name 4 | Designation 4 |
| Name 5 | Designation 5 |

Absent:

|  |  |
| --- | --- |
| Name 1 | Designation 1 |
| Name 2 | Designation 2 |
| Name 3 | Designation 3 |
| Name 4 | Designation 4 |
| Name 5 | Designation 5 |

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**Board Resolution No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**A RESOLUTION ADOPTING THE RENEWABLE PORTFOLIO STANDARDS (RPS) COMPLIANCE PLAN PREPARED BY [MANDATED PARTICIPANT] AND UNDERTAKING TO CONDUCT NECESSARY COMPETITIVE SELECTION PROCESS (CSP) FOR RPS COMPLIANCE**

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**WHEREAS,** under Section 6 of the Republic Act No. 9513, or the “Renewable Energy (RE) Act of 2008” and Section 2 of its Implementing Rules and Regulations (IRR), the RPS is a state policy which places an obligation on the electric power industry participants such as generators, distribution utilities, or suppliers to source or produce a specified portion of their electricity requirements from eligible RE resources;

**WHEREAS,** the main objective of the RPS is to increase the utilization of RE by enhancing national and local capabilities in using the RE;

**WHEREAS,** on 23 May 2023, the Department of Energy promulgated Department Circular No. DC2023-05-0014[[1]](#footnote-1) or the RPS Off-Grid Rules to contribute to the growth of the RE industry in the Missionary and Off-Grid Areas;

**WHEREAS,** under Rules 7, Section 20 of the said Rules, Mandated Participants (MPs) are mandated to submit their respective RPS Requirements and Compliance Plan per missionary and off-grid areas where all data sets and information shall be consistent with its recently submitted Distribution Development Plan (DDP);

**NOW THEREFORE,** after due deliberation on the motion of [Name of Board Member], and seconded by all Board of Directors present, it was:

**RESOLVED, AS IT IS HEREBY RESOLVED** by the Members of the Board:

:

**RESOLVED,** to approve the that:

1. The [Distribution Utility] has conducted proper coordination activities with the Mandated Participants in the concerned Missionary and Off-Grid Area;
2. The [Distribution Utility] has validated the truthfulness of the datasets and information used in the attached RPS Requirements and Compliance Plan (refer to DR-A and DR-B), which is prepared by the host Distribution Utility (DU);
3. The [Distribution Utility] has updated its DDP, integrating the RPS Requirement and Compliance Plan per Missionary Area which shall include, among others:
4. Simulation results of Optimal Supply Mix (OSM) using the Simplified Planning Tool or any internationally accepted optimization software or equivalent locally developed simulation tool;
5. Minimum Annual RPS Requirements per MP;
6. Details of hybrid diesel-RE facility, i.e., size of diesel and RE power plant (MW and MWh);
7. 10-year Supply-Demand Profile of the concerned Missionary and Off-Grid Area;
8. Power Supply Procurement Plan for the hybrid diesel-RE facility; and
9. Estimated commercial operation of the proposed/potential hybrid diesel-RE generation facility.
10. The [Distribution Utility] undertakes to conduct a CSP for increased demand requirements in the missionary and off-grid areas and shall consider a hybrid diesel RE facility for possible stranded asset/Power Supply Agreement; and
11. That [Distribution Utility] undertakes to implement the submitted RPS Requirements and Compliance Plan based on the simulation results of the OSM, applicable only if the DU has an embedded generation facility.

**WE HEREBY CERTIFY** the correctness of the foregoing Resolution.

**[Signatories]**

1. Promulgating the Revised Rules and Guidelines Governing the Operationalization of the Renewable Portfolio Standards for Off-Grid Areas Pursuant to Section 12 of the Renewable Energy Act of 2008, otherwise known as the “RPS Off-Grid Rules” [↑](#footnote-ref-1)