

Installer User Guide

How to Commission a CSIP-Aus Inverter Capability Test in My Portal

This guide explains how to commission a **CSIP-Aus compliant solar inverter** and complete an **inverter capability test** using **My Portal**.

Before you start

Make sure you have:

- A **My Portal installer account**
- The **application number** for the approved *"Approve My Generation or Battery Storage"* application
- The inverter **installed on site**
- A **stable internet connection** for the inverter
- The inverter's **LFDI** (Logical Device Identifier), if required

Step 1: Log in to My Portal

1. Go to [My Portal](#)
2. Enter your **email address** and **password**
3. Click **Log in**

✓ You must be logged in before commissioning an inverter.

Step 2: Start a new Electricity application

1. From the dashboard, select **New application** (top-right corner)
2. From the dropdown, select **Electricity**

Step 3: Select “Commission My Inverter”

1. On the **Select your application type** screen
2. Click **Commission My Inverter**

This starts the inverter commissioning workflow.

Select your application type

Choose the service you are looking to request today.



Approve My Electricity Generation or Battery Storage

Register & approve your solar, battery, inverter, wind or engine electricity generating installation.



Commission My Inverter

Test and activate your CSIP-Aus solar inverter.



Other Electricity Applications

For new connections, changes to existing supply, underground electricity pits, and to install, move or remove equipment.

Step 4: Verify the Application Number

1. Enter the **application number** linked to the approved solar or battery installation (Approve My Generation or Battery Storage)
2. Confirm:

- a. Site address
 - b. NMI
 - c. Approved capacity
3. Click **Save and Continue**

✓ The details must match the installation site exactly.

Step 5: Review the Summary

1. Review the **solar connection summary**
2. Confirm all details are correct
3. Click **Acknowledge and Proceed**

This ensures the inverter capability test can run correctly.

Step 6: Confirm Applicant and Electrician Details

You'll now be asked to confirm:

Applicant details

- Name and contact details

Electrician / Installer details

- REC number
- Business name
- Contact details

Notes:

- The **left-hand navigation panel** shows your progress
- A **blue tick** indicates completed steps

Once finished, click **Save and Continue**

Step 7: Review and Acknowledge Details

1. Review all applicant and electrician information
2. Click **Continue to acknowledgement**

Step 8: Accept Acknowledgement and Authority

1. Carefully read all declarations and terms
2. Tick **I accept and agree to the statements**
3. Click **Submit**

Step 9: Proceed to Device Registration

You will now see a message confirming you are ready to commission the device.

1. Click **Continue**

Step 10: Register the Device

1. Click **Register Device**
2. Confirm:
 - a. Approved capacity
 - b. Number of phases
 - c. Inverter manufacturer
3. Answer **Is the inverter connected to the internet?**
 - a. Select **Yes** only once a stable internet connection is active

 If the inverter is **not connected to the internet**, export limits must be set to **0.5 kVA**.

Step 11: Choose Registration Method

In-band or Out-of-band

Option A: In-band registration (Manufacturer app)

Use this option if the inverter has already been registered in the manufacturer's app.

1. Select **Yes, the device has been registered via in-band registration**
2. Select the **LFDI** that matches the inverter

 Important:

If registering via the manufacturer's app, **wait 30 minutes** before proceeding.
This allows the manufacturer to share device details with Jemena.

Is the inverter connected to the internet? 

Yes

No

Have you registered the inverter with the manufacturer's app via in-band registration?

Yes, the device has been registered via in-band registration

No, I was given an LFDI to add the device manually as an out of band registration

Please confirm inverter below

☒ 09BAAAAA571F258AABE377135AB07DF00078965

Option B: Out-of-band registration (Manual)

Use this option if the inverter **has not** been registered via the manufacturer.

1. Select **No, I have not used in-band registration**
2. Enter the **LFDI manually**
3. Jemena will register the device directly

Is the inverter connected to the internet? 

Yes

No

Have you registered the inverter with the manufacturer's app via in-band registration?

Yes, the device has been registered via in-band registration

No, I was given an LFDI to add the device manually as an out of band registration

Enter the LFDI to register the device 

 Special characters (e.g. dashes) are automatically removed when you paste the LFDI.

Enter or paste LFDI (e.g., 4B1A-FA32-312D-2AA6-00AC-F57E-76FE-BEDA-0000-1234)

Step 12: Verify the Device

1. Click **Verify Device**

This starts the connection process between the inverter and the Jemena network.

⌚ Verification can take **up to 15 minutes; the verification process will still run in the background if you close the application and get back on the tools.**

- ✓ Ensure the inverter remains connected to a stable internet connection

Step 13: Run the Inverter Capability Test

Once verification is complete:

← [Back to Dashboard](#)

Requires Action Application 797341 Cancel Application

Events Application Details

✓ Application

○ Assessment

REGISTRATION PASSED

May 07, 2:48 PM

Registration has been completed successfully.

Pending Capability Test

PENDING CAPABILITY TEST Run Test

May 07, 3:34 PM

Device Ready for testing.

○ Offer

○ Works

○ Completed

↻

1. Choose to:
 - a. **Run the test now**, or
 - b. **Schedule the test for later**

2. Complete the **Pre-test Technical Checklist**, confirming:
 - a. Internet connectivity
 - b. Firmware is up to date
 - c. Export limits are correct
 - d. All safety checks are complete

3. Click **Run Test**

Capability Test

Capability Test Details

Capability Test Results

 Testing in Progress...

Step 14: Test Completion and Submission

Once the test completes successfully:

- The inverter is:
 - Connected to the network
 - Export capability enabled
 - Emergency backstop enabled
 - A **CES** is still required to confirm on-site safety and compliance
1. Click **Submit** to finish

Capability Test Results

Inverter's max capacity: N/A

RESULT	TEST	METER READING	LIKELY CAUSE OF FAILURE	POSSIBLE STEP(S) TO RESOLVE
Passed	Test1 - Confirm connectivity and initial settings	Site real power: N/A DER real power: N/A	-	-

 Your device has passed the capability test. Please turn the equipment off, and upload relevant attachments below.

Upload the relevant paperwork

Certificate of Electrical Safety *



Drag and drop file here or Choose file

pdf, doc, docx, xls, xlsx, png, jpeg, bmp, dwg

 CES Test.jpg
 ✕

What happens next?

- Installation details are sent to **AEMO's DER Register**
- The customer is notified that:
 - Their inverter has been commissioned
 - Any next steps are confirmed

Need help?

If you experience issues during commissioning:

- Check internet connectivity
- Confirm the correct LFDI is selected

- Ensure the 30-minute wait has passed for in-band registration

On screen, troubleshooting advice will be provided when an error occurs during testing. If you need further assistance or are unable to resolve a technical issue, follow the on-screen prompts to contact your device manufacturer or Jemena for help.