

User Manual to Navigate OneMotoring for Charger Registration-related Digital Services

Charger Registration

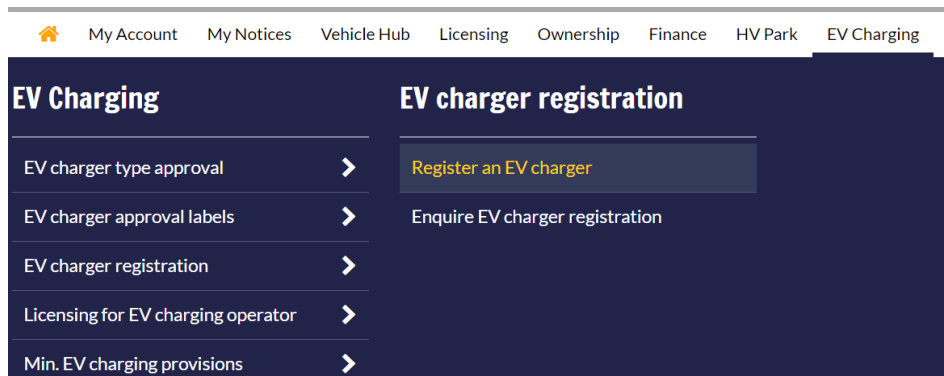
1. Register a New Charger
2. Enquire EV Charger Registration

Registration Mark

3. Replacement Label
4. Enquire status of registration

Register an EV Charger

Step 1. From **EV charger registration** sub-menu, select **Register an EV Charger**.



Step 2. Enter Approval ID found on Type Approval Label or Provisional ID issued by LTA.

My Account My Notices Vehicle Hub Licensing Ownership Finance HV Park EV Charging Others Logout

Application for EV Charger Registration

1 Enter Details (1/4) 2 Review Details (2/4) 3 Make Payment (3/4) 4 Acknowledgement (4/4)

About this digital service

Applicant Details

Mandatory fields are denoted with *

ID Type:	ID:
Company	188700005K
Salutation:	Name:
Dr	UNI-COACH SERVICES
Director Name:	
COOL	
Mobile No.*:	Home Telephone No.:
89260997	
Office Telephone No.:	Fax:
Email Address*:	
TEST@GMAIL.COM	
Postal Code:	Address Type:
152120	HDB / HUDC
Street Name:	Blk/House No.:
BUKIT MERAH VIEW	120
Unit No.:	Building Name:
# 13 - 99	BUKIT MERAH VIEW

Approval Label Details

Approval ID on Type Approval Label or Provisional ID issued by LTA* Type Approval Code:

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Next →

Step 3. Enter Manufacturer's serial Number. Please verify that the technical details of the charger is accurate. If ok, click .

Application for EV Charger Registration



About this digital service

Applicant Details

Mandatory fields are denoted with *

ID Type: **Company** ID: **188700005K**
Salutation: **Dr** Name: **UNI-COACH SERVICES**
Director Name: **COOL**
Mobile No.*: Home Telephone No.:
Office Telephone No.: Fax:
Email Address*:
Postal Code: **152120** Address Type: **HDB / HUDC**
Street Name: **BUKIT MERAH VIEW** Blk/House No.: **120**
Unit No.: **# 13 - 99** Building Name: **BUKIT MERAH VIEW**

Approval Label Details

Approval ID on Type Approval Label or Provisional ID issued by LTA*: Type Approval Code: **231000091T001**

Equipment Details



The following are details of your charger based on the label number that you have entered. Please enter the manufacturer serial number that may be found on your charger (e.g. information nameplate).

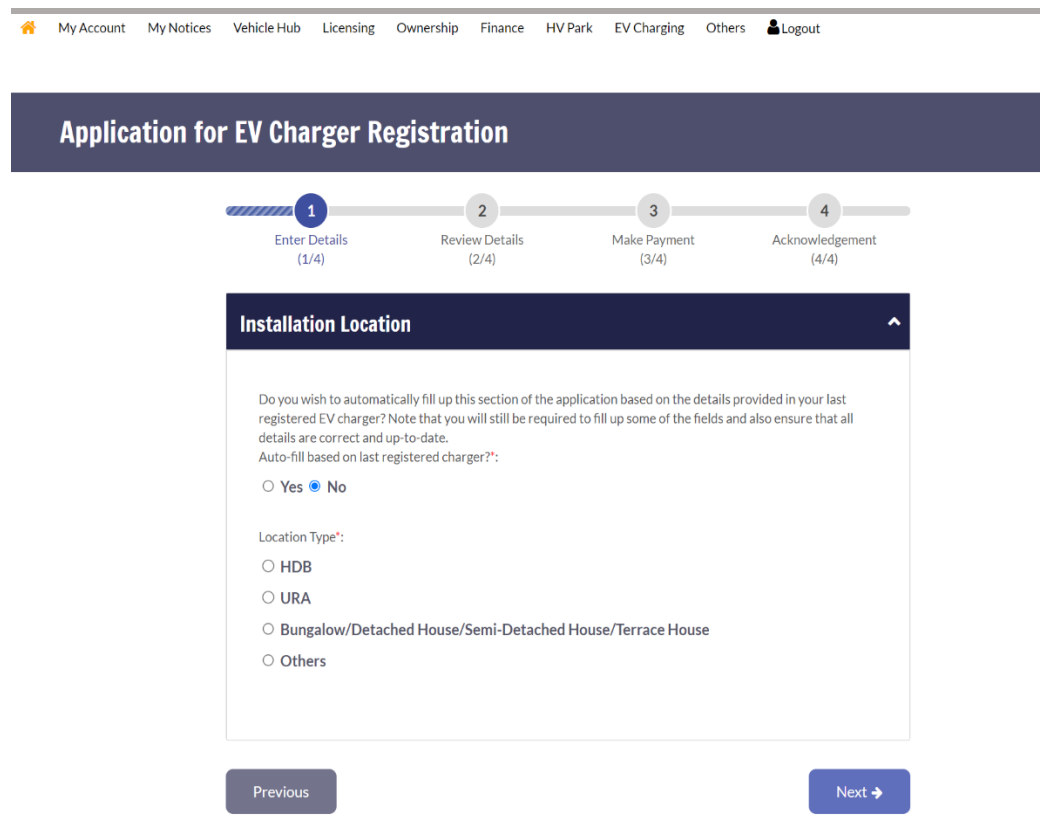
Manufacturer's Serial No.*:
EVSE Manufacturer: **Bayerische Motoren Werke AG**
Trade Mark: **23432**
EVSE Model Name/Type Reference: **324** EVSE Model Identification Number: **234**
Rated Voltage (V): **23423** Rated Current (A): **4**
Rated Power (kW): **2343**
Type of Environment: **Outdoor** Ingress Protection (IP) Rating: **234234**
Type of Charger: **Electric Vehicle Charger**
EV Charging Mode: **Mode 4** Type of Access: **Non-Restricted Access**
Type of Electric Connection: **Permanently Connected**
No. of Charging Outlets: **1**
Charging Outlet No. 1:
Type of Connector: **ACD**
Rated Output Voltage (V): **345** Rated Output Current (A): **324**
Rated Output Power (kW): **234**
Type of EV Connection: **Case E**

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Next →

Step 4. To provide Installation Location details:

- a) Click  to select registered charger;
- b) Click  to select location type.



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Application for EV Charger Registration

1 Enter Details (1/4) 2 Review Details (2/4) 3 Make Payment (3/4) 4 Acknowledgement (4/4)

Installation Location

Do you wish to automatically fill up this section of the application based on the details provided in your last registered EV charger? Note that you will still be required to fill up some of the fields and also ensure that all details are correct and up-to-date.
Auto-fill based on last registered charger?*




Yes No

Location Type*:

HDB
 URA
 Bungalow/Detached House/Semi-Detached House/Terrace House
 Others

Previous Next →

Step 5. To Enter input details:

- a) *[Only if it is located in a HDB or URA carpark]* Click  to select Car park selection;
- b) Enter floor no (if it is on a surface carpark, please enter as L1);
- c) Enter lot no;
- d) Click  to select is car park lot located at surface carpark (i.e. open carpark);
- e) Click .

Application for EV Charger Registration



Installation Location

Do you wish to automatically fill up this section of the application based on the details provided in your last registered EV charger? Note that you will still be required to fill up some of the fields and also ensure that all details are correct and up-to-date.

Auto-fill based on last registered charger?:

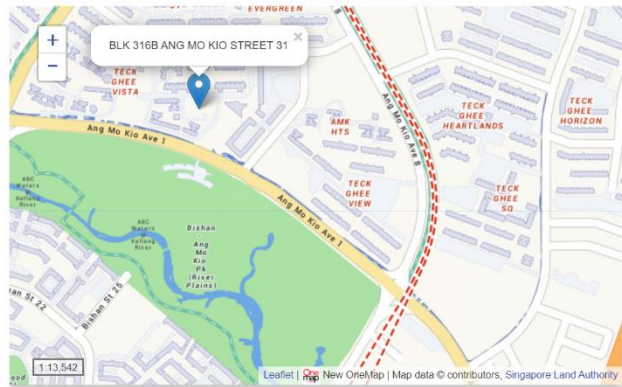
Yes No

Location Type*:

- HDB
 URA
 Bungalow/Detached House/Semi-Detached House/Terrace House
 Others

Car park selection*:

AM22 - BLK 316B ANG MO KIO STREET 31



Postal Code*:

563316

Block/House No*:

316B

Street Name*:

ANG MO KIO STREET 31

Building Name:

Floor No*:

B 1

Lot No*:

1

Is the charger installed within a carpark*:

Yes

Is the charger publicly accessible*:

Yes

Is car park lot located at a surface carpark*:

Yes No

Additional Location Details (such as parking zone):

Previous

Next →

Step 6. To Enter input details:

- a) Enter Equipment specialist details;
- b) Licensed Electrical Worker details;
- c) Select date of certification;
- d) Upload certificates of fitness and photographs;

- e) Click  .

My Account My Notices Vehicle Hub Licensing Ownership Finance HV Park EV Charging Others Logout

Application for EV Charger Registration

1 Enter Details (1/4) 2 Review Details (2/4) 3 Make Payment (3/4) 4 Acknowledgement (4/4)

Equipment Specialist Details

Name * : ASERDTHJ License No.: 123456
Contact No * : 89867564 Email Address * : SDFGHJ@NCS.COM.SG
Company: ASERDTE Remark: esrdthgj hqewrtyjn

Licensed Electrical Worker (LEW) Details

License No. * : 12345 Name * : AESRDIFYG
Contact No * : 98765432 Email Address * : CFEFV@DSDGFH.COM
Company: WERTYUJ

Certificate of Fitness & Photographs

The EV charger must be tested & certified according to the commissioning checklist found here.


Date of Certification * : DDMMYYYY
Certificate of Fitness (CoF) * : Upload Max file size 5 MB
Photographs of EV Charger Installation * : Upload Max file size 5 MB



Mailing Address

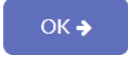
Your last mailing address is entered as default. Please fill in the address if otherwise.
Please ensure that the mailing address provided is correct, as the registration mark will be sent to the applicant at the specified address by post within 14 days. LTA will not be held liable if an incorrect mailing address is provided.

Same as Registered Address?: Yes No
Postal Code*: 018958 Street Name: BAYFRONT AVENUE
Block/House No: 2A Address Type: HDB / HUDC
Floor/Unit No: # 99 - 999 Building Name: VERY LONG BUILDING NAME EXCEED 30 IN LENG

Previous Next →

Step 7. To review details and click  .

Step 8. To click  , enter payment details and click  .

Step 9. To click  .

Upon successful registration, an acknowledgement page with the assigned registration code will be given as follows:

Application for EV Charger Registration

1 Enter Details (1/4) 2 Review Details (2/4) 3 Make Payment (3/4) 4 Acknowledgement (4/4)

You have successfully registered your EV charger.

The EV registration serial code is R000187A. You will receive a Registration Mark by post within 14 days.

Thank You!

Register New EV Charger

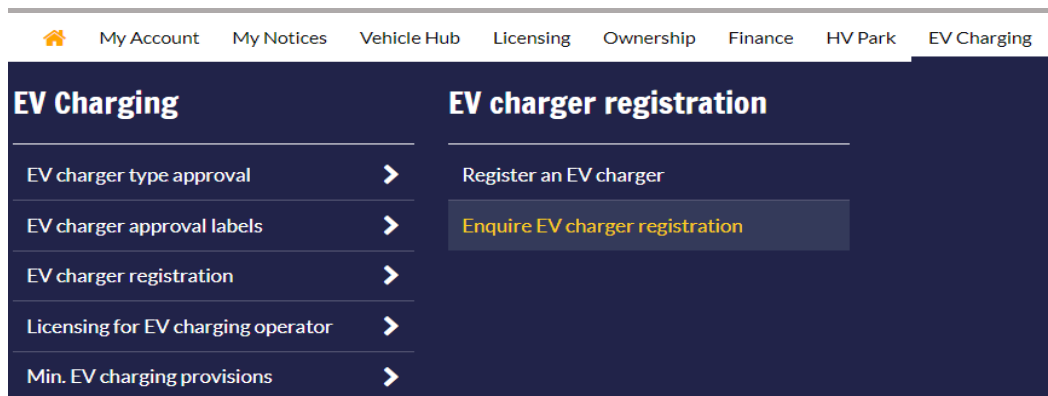
Transaction Ref. No.: 20231027145214326997	Transaction Date/Time: 27 Oct 2023 / 14:52:14
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Save as PDF OK →




Step 9. Click  to return to screen at Step (2).

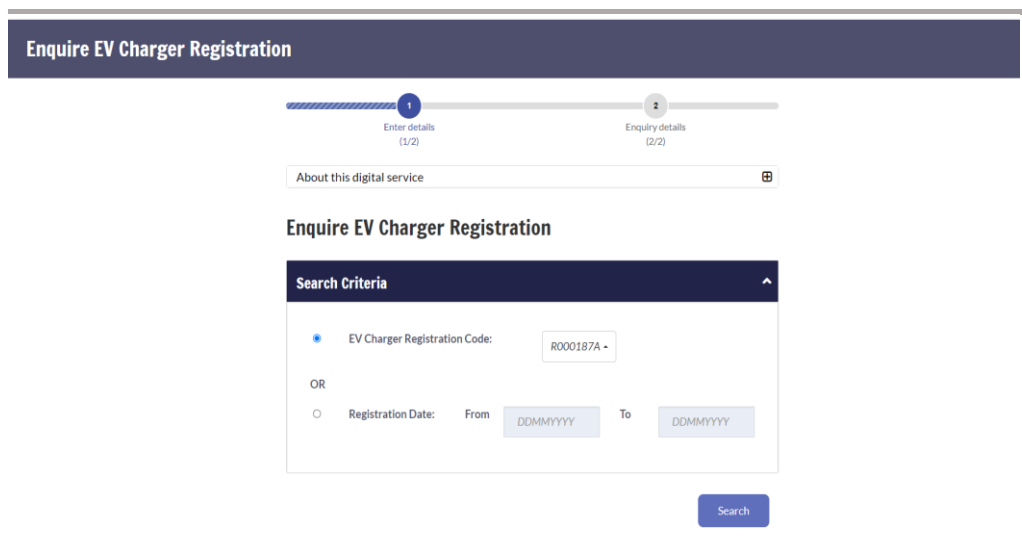
Enquire EV Charger Registration

Step 1. From EV charger registration sub-menu, select **Enquire EV Charger Registration**.



Step 2. To Enter search criteria:

- Click  to select search criteria;
- Click  to select EV Charger Registration Code;
- Click  .



Step 3. Click on the hyperlink on the registration code of the EV charger that you would like to enquire more information on:

My Account My Notices Vehicle Hub Licensing Ownership Finance HV Park EV Charging Others Logout

Enquire EV Charger Registration

1 Enter details (1/2) 2 Enquiry details (2/2)

About this digital service

Enquire EV Charger Registration

Search Criteria

EV Charger Registration Code: R000187A

OR

Registration Date: From DDMMYYYY To DDMMYYYY

Search

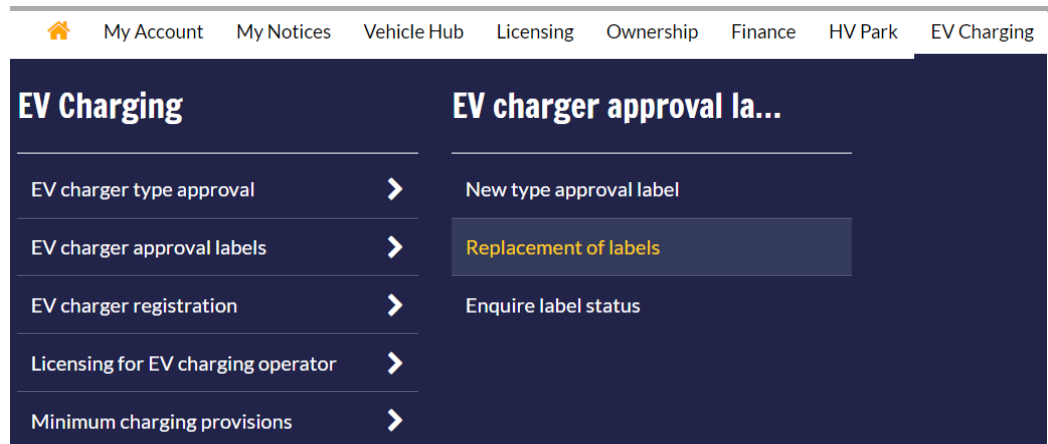
Search Result

S/No.	EV Charger Registration Code	EV Charger Status	Registration Date	Approval ID on Type Approval Label or Provisional ID issued by LTA	Manufacturer's Serial No.
1	R000187A	Registered	27 Oct 2023	LT001379E	M12345

Step 4. Once completed, click [OK →](#).

Replacement of labels

Step 1. From **EV Charger Approval Labels** sub-menu, select **Replacement of labels**.



Step 2. To Enter application details:

- Click to select Replacement Label Type;
- Enter Quantity ;
- Click to select Lost/Spoilt Label ID;
- Click to select Reason for Replacement;
- Click .

Replacement of Labels




About this digital service 

Replacement Label Application

Replacement Label Type* :

Type Approval Label 

Registration Mark 

Quantity Required* :

1

Type Approval Label Replacement

Lost/Spoilt Label ID No.*:

LT001099B

Reason for Replacement*:

Misplaced/Unable to be found/Lost

EVSE Manufacturer:

Bayerische Motoren Werke AG

EVSE Model Name :

324

EVSE Model Identification No.:

234

Mailing Address

Please provide a valid mailing address. This will be the mailing address that the replacement labels will be delivered to. Please note that there will be a processing time of up to 21 working days.

Postal Code* :

068809

Street Name :

BAYFRONT AVENUE

Blk/House No. :

2A

Address Type :

HDB / HUDC

Floor No. :

99

Unit No. :

999

Building Name :

AVENUE

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Next 

Step 3. To Review details and click [Confirm →](#).

Replacement of Labels

1 Application Details (1/3)
 2 Confirmation (2/3)
 3 Acknowledgement (3/3)

Replacement of Labels(Confirmation)

Replacement of Labels Details

Replacement Label Type: Type Approval Label	Lost/Spoilt Label ID No.: LT001099B	Reason for Replacement: Misplaced/Unable to be found/Lost
--	--	--

Mailing Address

Mailing Address Type: HDB / HUDC	Mailing Block/House No.: 2A
Mailing Street Name: BAYFRONT AVENUE	Mailing Floor/Unit No.: # 99 - 999
Mailing Building Name: AVENUE	Mailing Postal Code: 068809

Amount Payable

Replacement of Label Fees

Replacement of Type Approval Label Fees (No. of Label : 1 Unit Price : \$ 10)	\$ 10
GST Amount (Replacement of Type Approval Label)	\$ 0.80
Total Amount Before GST	\$ 10.00
Total GST Amount	\$ 0.80
Amount After GST	\$ 10.80

Back
Confirm →

Step 4. Click to select payment method.

Payment Summary

Select payment method

Item	Amount Before GST	GST Amount	Amount After GST
EVCS 20231026120906753402	S\$10.00	S\$0.80	S\$10.80
Grand Total			S\$10.80

Request e-Receipt (optional)

Enter your email address to receive e-Receipt.

TEST@GMAIL.COM

Email Address (Optional)

Pay via: (select one)

eNets Credit Card



Cash (for testing only)

← Cancel transaction

Submit Nounce →

Test CCRS Callback →

Step 5. Click to do payment.

Step 6. Click to continue.

An acknowledgement page with the replacement IDs will be provided as follows:

Replacement of Labels

1 Application Details (1/3) 2 Confirmation (2/3) 3 Acknowledgement (3/3)

Thank You!

You have successfully applied for new type approval labels for your charger. The type approval labels will be delivered to your mailing address within 14 days. In the event that you did not receive the type approval labels, please email us at Ita_ev_charging@Ita.gov.sg for assistance.

Upon receipt of the type approval labels, please ensure that the type approval labels are prominently affixed onto each EV charger.

Replacement Label Details

Replacement Label Type	Label No.	Type Approval Code	Application No
Type Approval Label	LT001314D	231000091T001	AL2023102000228

Applicant Details

Owner ID Type: Company
Owner ID: 188700005K
Owner Name: TEST COMPANY LONG NAME

Transaction Details

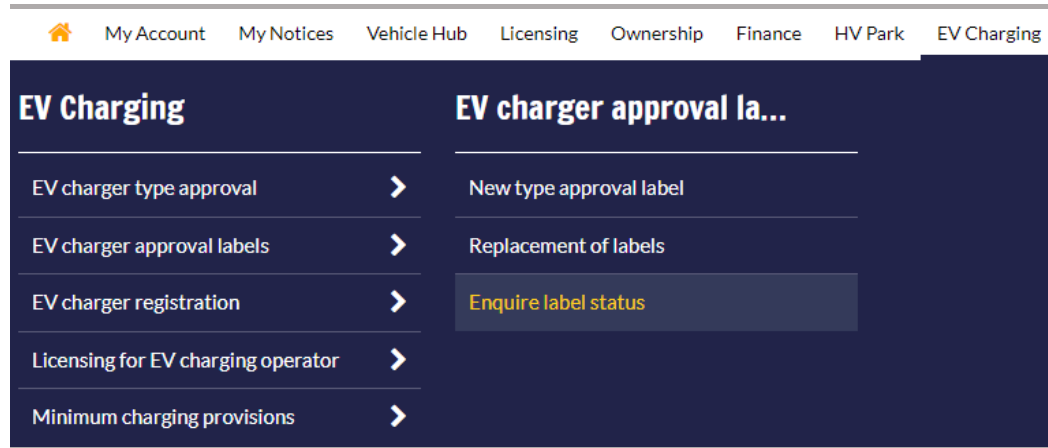
Transaction Ref No.: 20231026120906753402
Transaction Date / Time: 26 Oct 2023 / 12:11:22

Save as PDF OK →



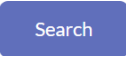
Step 7. Click OK → to return to screen at Step (2).

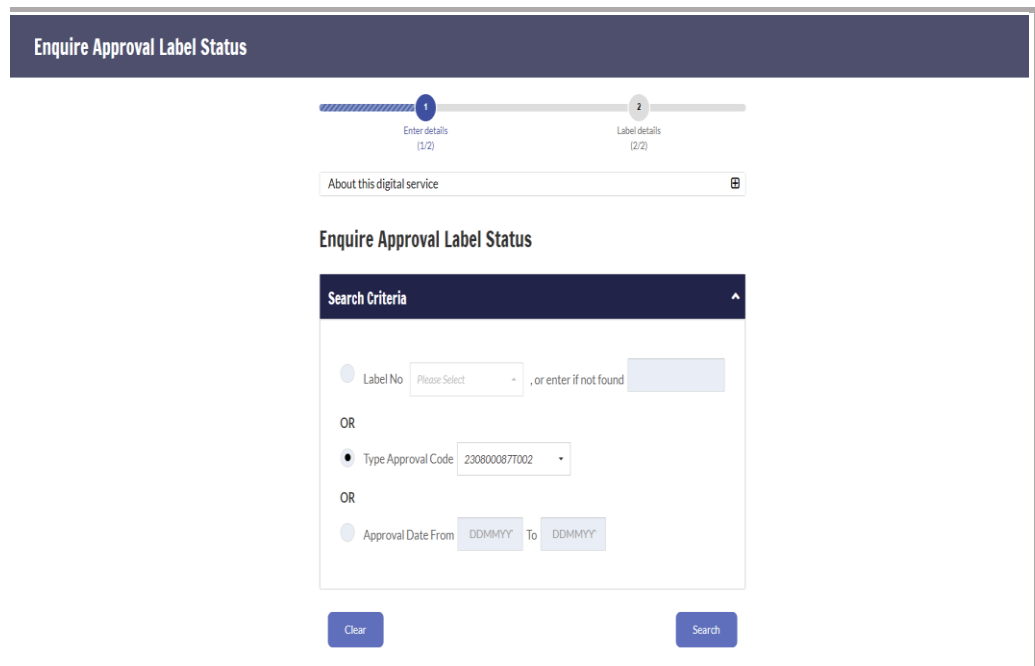
Enquire Label Status

Step 1. From **EV charger approval labels** sub-menu, select **Enquire label status**.



Step 2. To Enter search criteria:

- Click  to select Search Criteria.
- Click  to select Type Approval Code.
- Click .



Step 3. To Enquire label details click on application no hyperlink.

Enquire Approval Label Status

1 Enter details (1/2) 2 Label details (2/2)

About this digital service

Enquire Approval Label Status

Search Criteria

Label No , or enter if not found

OR

Type Approval Code

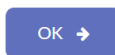
OR

Approval Date From To

Search Result

S/No.	Application No	Application Status	Type Approval Code	No. of LTA Approval Labels	Owner ID of Approved Person
1	AL2023102500260	Approved	230800087T002	1	188700005K

Step 4. To continue Click



Enquire Approval Label Status

1 Enter details (1/2) 2 Label details (2/2)

Enquire Approval Label Status

Application Details	
Application No.: AL2023102500260	Application Status: Approved

Label Details	
Label No.: L1001308C	Label Status: Available for registration

Equipment Details	
EVSE Manufacturer: ABB Ltd Switzerland	
Trade Mark: 2345	
LVSL Model Name/Type Reference: 12	LVSL Model Identification Number: 12
Rated Voltage (V): 1	Rated Current (A): 2
Rated Power (kW): 12	Ingress Protection (IP) Rating: 12
Type of Environment: Indoor	Type of Charger: Battery Swap System
EV Charging Mode: Mode 2B	Type of Access: Restricted Access
Type of Electric Connection: Plug and Cable	Type of Plug (AC Supply): 15 A a.c. 3-pin
No. of Charging Outlets: 1	
Charging Outlet No. 1:	
Type of Connector: Proprietary	Rated Output Current (A): 1
Rated Output Voltage (V): 2	
Rated Output Power (kW): 12	
Type of LV Connection: Case B1	

Save as PDF OK →
Print

Step 5. Click  to return to screen at Step (2).