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.

*	My Account	My Notices	Vehicle Hu	b Licensing	Ownership	Finance	HV Park	EV Charging
EV Ch	narging			EV charge	r registra	tion		_
EV cha	arger type appr	oval	>	Register an EV	/ charger			
EV cha	arger approval l	abels	>	Enquire EV ch	arger registra	tion		
EV cha	arger registratio	on	>					
Licens	ing for EV char	ging operator	>					
Min. E	V charging prov	visions	>					

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

Account My Notices	Vehicle Hub Licensing	Ownership Finance	HV Park EV Charging Others	Logout
nlication fo	r EV Chargor P	oristration		
		egistiation		
	1 Enter Details (1/4)	2 Review Details (2/4)	3 Make Payment (3/4)	Acknowledgement (4/4)
	About this digital se	rvice		Ð
	Applicant Details			^
	Mandatory fields are d	enoted with *		
	ID Type:		ID:	
	Company		188700005K	
	Salutation: Dr		Name: UNI-COACH SERVICES	
	Director Name:			
	COOL			
	Mobile No.*:		Home Telephone No.:	
	Office Telephone No :		Eax:	
	Email Address*:			
	TEST@GMAIL.COM			
	Postal Code:		Address Type:	
	Street Name:		Blk/House No.:	
	BUKIT MERAH VIE	w	120	
	Unit No.: # 13 - 99		Building Name:	
			DONATIVEIDANTIVEIT	
	Approval Label De	etails		^
	100 T 1			
	issued by LTA*:	pproval cabel of Provisional It	Type Approval Code:	
	I have read and I a	gree to the terms and c	onditions	
				Next 🔶

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

Application for EV Charger Registration	
1 2 3 4 Enter Details Review Details Make Payment Acknowledgement (1/d) (2/d) (3/d) (4/d)	
About this digital service	
Applicant Details	
Mandatory fields are denoted with ". ID Type: ID:	
Salutation: Name:	
Dr UNI-COACH SERVICES Director Name:	
COOL Mobile No.*: Home Telephone No.:	
89260997 Office Telephone No : Eav:	
Email Address*: TEST@GMAILCOM	
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 Type Approval Code:	
ISSUED DY LIA* ∰ 231000091T001 LT001379E	
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: EVSE Model Identification Number:	
324 234 Rated Voltage (V): Rated Current (A):	
23423 4 Rated Power (kW):	
2343 Type of Environment: Ingress Protection (IP) Rating:	
Outdoor 234234	
Electric Vehicle Charger	
Mode 4 Non-Restricted Access	
Permanently Connected	
No. of Charging Outlets: 1	
Charging Outlet No. 1: Type of Connector:	
ACD Rated Output Voltage (V): Poted Output Current (A):	
Rated Output Current (w): 345 345 324	
Rated Output Power (kwy): 234	
Type of EV Connection Case E	
I have read and I agree to the terms and conditions	,
✓ I have read and I agree to the terms and conditions	

ep 4.	To prov	ide Installation L	Location details:			
	a) Clio	ck to select r	egistered charge	., ,		
	b) Cli	ck to select l	location type.			
My Accor	unt My Notices	Vehicle Hub Licensing	Ownership Finance HV	Park EV Charging Othe	rs 🛔 Logout	
Appl	ication fo	r EV Charger Re	gistration			
		Ŭ	Ŭ			
		9//////1	2	3	4	
		Enter Details	Review Details	Make Payment	Acknowledgement	
		(2) 1)	(=/ 1)	(6) 1)	())	
		Installation Location	on		~	
		Do you wish to automati registered EV charger? N details are correct and u	cally fill up this section of the ap Note that you will still be require p-to-date.	plication based on the details d to fill up some of the fields a	provided in your last nd also ensure that all	
		Auto-fill based on last re	gistered charger?*:			
		Location Type*:				
			ad Hauss (Carris Datashad	1 / T		
		O Bungalow/Detacr	ned House/Semi-Detached	House/Terrace House		
		Others				

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 ^{Next} →

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Арриса	tion for	EV Charger Re	gistration		
		1	2	3	4
		Enter Details (1/4)	Review Details (2/4)	Make Payment (3/4)	Acknowledgement (4/4)
		Installation Locati	on		^
		Do you wish to automati registered EV charger? N details are correct and u Auto-fill based on last re O Yes O No	ically fill up this section of the ap Note that you will still be require p-to-date. gistered charger?':	plication based on the details ed to fill up some of the fields a	provided in your last nd also ensure that all
		Location Type*:			
		O URA			
		 Bungalow/Detacl Others 	hed House/Semi-Detached	House/Terrace House	
		Car park selection*: 🛞			
		AM22 - BLK 316B A	NG MO KIO STREET 31		•
		Postal Code*: @	IGB ANG MO KIO STREET 31	TECH NYS VER VER VER VER	TECK TECK TECK TORS, Singapore Land Authory
		563316			
		Block/House No*: 316B		Street Name*: ANG MO KIO STREFT 3	31
		Building Name:			2020
		Floor No: 🕐		Lot No: 🚱	
		B- 1		1	
		Is the charger installed v Yes 	vithin a carpark?": 👰		
		Is the charger publicly ac Yes	ccessible?*: 🛞		
		is car park lot located at • Yes • No	a surface carpark?*:		
		Additional Location Det	ails (such as parking zone): 🕐		

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 Next →

*	My Account	My Notices	Vehicle Hub	Licensing	Ownership	Finance	HV Park	EV Charging	Others	& Logout	_
	Applies	tion for	EV Cha	rger P	ogietra	tion					
	Applica		LVUIIa	I Gel K	egistia	lion					
						2		3		4	_
			Enter	Details	Revi	ew Details		Make Payment		Acknowledgement	
			(1/	(4)		(2/4)		(3/4)		(4/4)	_
			Equipme	nt Specia	alist Detail	s				^	
											٦.
			Name * :				Lice	ense No.:			
			ASERDT	THJ			1	23456			
			Contact N	No * :			Em	ail Address * :	450		
			090075	204					4.5G		
			ASERDI	r. F			e	nark: srdtfhgj hxqewrty	ynj		
										<i>a</i>	
			Licensed	Electrica	al Worker	(LEW) De	etails			~	
			License N	lo. * :			Na	me*:			
			12345				A	ESRDTFYG			
			Contact N	No * :			Em	ail Address * :			
			987654	132			6	FEFV@DSDGFH.C	ом		
			Company								
			VVERTY	0.5							
			Cortifica	te of Eitr	ace & Pho	tograph	~			~	
			ocranica			совтари	.				
			The EV o	harger mus	st be tested &	certified a	according	to the commiss	ioning ch	ecklist found here.	
			Date of C	ertification *	. @						
			DDMM	IYYYY							
			Certifica	te of Fitnes	:s (CoE) * : @						
			LIN	oad							
			Maxfile	size 5 MB							
							-				
			Photogr	aphs of EV (Charger Insta	llation * : 🤮	2				
			Upl	oad							
			iviax me	SIZE DIVIB							
			Mailing	Address						~	
			, in a line is a	1441 055							
			Your las	t mailing ad	ldress is ente	red as defa	ult. Please	e fill in the addr	ess if oth	erwise.	
			Please e	nsure that	the mailing a	ddress pro	vided is co	rrect, as the re	gistration	mark will be sent	
			to the ap incorrec	oplicant at t t mailing ac	the specified dress is prov	address by rided.	post with	in 14 days. LTA	will not b	e held liable if an	
			Same as F	Registered Ad	ldress?":						
			Yes	• No							
			Postal Co	de*:			Str	eet Name:	-		
			018958	3			BA	TRONT AVENU	-		
			Block/Ho 2A	use No:			Ade	dress Type":			
								DB/HODC		-	
			Floor/Uni	it No:	_ 000		Bui	Iding Name: ERY LONG BUILD	ING NAME	EXCEED 30 IN LENG	
			# 95	r	- 999				E		
			0								
			Previous							Next 🗲	

 Step 7.
 To review details and click Next →

 Step 8.
 To click exets credit card VISA →

 Step 9.
 To click CK →

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

Applicati	ion for EV C	harger Reg	istration	2 200000	3 777777	
			Enter Details (1/4)	Review Details (2/4)	Make Payment (3/4)	Acknowledgement (4/4)
			You have successfully reg The EV registration serial 14 days. Thank You!	istered your EV charg code is R000187A. Y	er. ou will receive a Registra	ition Mark by post within
			Register New EV C Transaction Ref. No.: 202310271452143265	harger	Transaction Date/Time: 27 Oct 2023 / 14:52:14	~
			Save as PDF			ОК≯
Step 9.	Click	ок 🗲	to return to se	creen at Step	o (2).	

Enquire EV Charger Registration

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

প My Account My Notices	Vehicle Hul	D Licensing	Ownership	Finance	HV Park	EV Charging
EV Charging	l	EV charge	r registra	tion		
EV charger type approval	>	Register an E\	/ charger			
EV charger approval labels	>	Enquire EV ch	arger registra	tion		
EV charger registration	>					
Licensing for EV charging operator	>					
Min. EV charging provisions	>					

Step 2. To Enter search criteria:

a) Click O to select search criteria;
b) Click O to select EV Charger Registration Code;
c) Click Search .

Enquire EV Charger Registration		
4000000	Enter details (1/2) (2/2)	
About t	his digital service	æ
Enqui	e EV Charger Registration	
Search	Criteria	~
•	EV Charger Registration Code: R000187A -	
OR		
0	Registration Date: From DDMMYYYY 10 DDMMYYY	(Y
		Search

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

My Accou	nt My No	otices Vehicle H	ub Licensing	Ownership	Finance	HV Park	EV Charging	Others	Logout &	
										,
Enqu	ire EV	Charger	Registra	tion						
							_			
4	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Enter d	etails			Enqu	2 iry details			
		(1/2	2)				(2/2)			
	About th	nis digital servi	ce						Ð	
1	Enauir	e EV Chai	ger Regi	stratio	n					
		• =• •••••	301							
	Search	Criteria							^	
	۲	EV Charger R	egistration Cod	e:	R000187	'A •				
	OR									
	0	Registration [Date: From	n DDMI	МҮҮҮҮ	То	DDMM	YYYY		
								Search		
	Search	Result							^	
						Approval ID o	on			
		EV Charger	EV Charger	Dogister		Type Approva Label or	al Monister	aturar ¹ a		
	S/No.	Registration Code	EV Charger Status	Registra Date	ition	Provisional II issued by LTA	Serial N	o.		
	1	R000187A	Registered	27 Oct 2	2023	LT001379E	M12345	ō		

Step 4. Once completed, click ○K →

Replacement of labels

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

*	My Account	My Notices	Vehicle Hub	Licensing	Ownership	Finance	HV Park	EV Charging
EV Ch	arging		E١	/ charge	r approva	l la		
EV cha	irger type appr	oval	> N	lew type appi	roval label			
EV cha	arger approval l	abels	> R	eplacement	of labels			
EV cha	arger registratio	on	> E	nquire label s	status			
Licens	ing for EV char	ging operator	>					
Minim	um charging pr	ovisions	>					

Step 2. To Enter application details:



- b) Enter Quantity;
- c) Click voice to select Lost/Spoilt Label ID;
- d) Click to select Reason for Replacement;
- e) Click ^{Next} →

Replacement of Labels

Application Details (1/3)		3
x== = r	Confirmation (2/3)	Acknowledgement (3/3)
bout this digital service		
eplacement Label Applicati	ion	
Replacement Label Type * :	Quantity Required *	
✓ Type Approval Label	1	
Registration Mark 👰		
vpe Approval Label Replace	ement	
Lost/Spoilt Label ID No.*:	Reason for Replacem	ent*:
LT001099B	Misplaced/Unable to	o be found/Lost ~
EVSE Manufacturer:	EVSE Model Name :	
Bayerische Motoren Werke AG	324	
234		
ailing Address Please provide a valid mailing ar labels will be delivered to. Pleas days	ddress. This will be the mailing address se note that there will be a processing t	that the replacement ime of up to 21 working
ailing Address Please provide a valid mailing ar labels will be delivered to. Pleas days. Postal Code * :	ddress. This will be the mailing address e note that there will be a processing t Street Name :	that the replacement me of up to 21 working
ailing Address Please provide a valid mailing a labels will be delivered to. Pleas days. Postal Code * : 068809	ddress. This will be the mailing address se note that there will be a processing t Street Name : BAYFRONT AVENU	that the replacement me of up to 21 working //E
ailing Address Please provide a valid mailing ar labels will be delivered to. Pleas days. Postal Code * : <i>068809</i> Blk/House No. :	ddress. This will be the mailing address se note that there will be a processing t Street Name : BAYFRONT AVENU Address Type :	that the replacement me of up to 21 working /E
ailing Address Please provide a valid mailing ad labels will be delivered to. Pleas days. Postal Code * : 068809 Blk/House No. : 2A	ddress. This will be the mailing address se note that there will be a processing t Street Name : BAYFRONT AVENU Address Type : HDB / HUDC	that the replacement me of up to 21 working //E
ailing Address Please provide a valid mailing au labels will be delivered to. Pleas days. Postal Code *: 068809 Blk/House No.: 2A Floor No.:	ddress. This will be the mailing address se note that there will be a processing to Street Name : BAYFRONT AVENU Address Type : HDB / HUDC Unit No. :	that the replacement ime of up to 21 working //E
ailing Address Please provide a valid mailing ar labels will be delivered to. Pleas days. Postal Code * : 068809 Blk/House No. : 2A Floor No. : 99	ddress. This will be the mailing address se note that there will be a processing to Street Name : BAYFRONT AVENU Address Type : HDB / HUDC Unit No. : 999	that the replacement me of up to 21 working //E
ailing Address Please provide a valid mailing at labels will be delivered to. Pleas days. Postal Code *: 068809 Blk/House No.: 2A Floor No.: 99 Building Name :	ddress. This will be the mailing address se note that there will be a processing to Street Name : BAYFRONT AVENU Address Type : HDB / HUDC Unit No. : 999	that the replacement me of up to 21 working //E

✓ I have read and I agree to the terms and conditions.



Step 3. To Review details and click

Application Details (1/3)	2 Confirmation (2/3)	Acknowledgement (3/3)	
Replacement of La	bels(Confirmation)		
Replacement of Labels I	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 Street Name :	Mailing Block 2A Mailing Floor,	/House No. : 'Unit No. :	
BAYFRONT AVENUE Mailing Building Name : AVENUE	# 99 - 999 Mailing Posta 068809	I Code :	
Amount Payable			^
Replacement of Label	Fees		
Replacement of Type Appro (No. of Label : 1 Unit Price	oval Label Fees :e :\$ 10)	\$ 10	0
GST Amount (Replacement	t of Type Approval Label)	\$0.80	0
Total Amount Before GST		\$ 10.00	0
Total GST Amount		\$ 0.80	0
Amount Arter 651		\$ 10.80	0

Step 4. Click USA to select payment method.

Select payment n	nethod			
ltem		Amount Before GST	GST Amount	Amount After GST
EVCS		S\$10.00	S\$0.80	\$\$10.80
20231026120906753402	2			
Grand Total	_			S\$10.80
Grand Total Request e-Receipt (op	ptional)		-	S\$10.80
Grand Total Request e-Receipt (op Enter your email address to rece	p tional) eive e-Receipt.			S\$10.80
Grand Total Request e-Receipt (op Enter your email address to rece TEST@GMAILCOM	p tional) eive e-Receipt.			S\$10.80
Grand Total Request e-Receipt (op Enter your email address to rece TEST@GMAILCOM Email Address (Optional)	ptional) eive e-Receipt.			5\$10.80
Grand Total Request e-Receipt (op Enter your email address to rece TEST@GMAILCOM Email Address (Optional) Pay via: (select one)	p tional) eive e-Receipt.			5\$10.80

Step 5. Click	Submit	to do payment.
Step 6. Click	ОК 🗲	to continue.

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

Application Details	Cor	2 nfirmation	3 Acknowledgement
(1/3)		(2/3)	(3/3)
Thank You!			
You have successfully applied for labels will be delivered to your r receive the type approval labels	or new type ap nailing addres , please email	proval labels for your s within 14 days. In the us at Ita_ev_charging@	charger. The type approval e event that you did not olta.gov.sg for assistance.
Upon receipt of the type approv prominently affixed onto each E	al labels, pleas V charger.	se ensure that the type	e approval labels are
Replacement Label Detail	S		^
Replacement Label Type	Label No.	Type Approval Code	Application No
Type Approval Label	LT001314D	231000091T001	AL2023102000228
Applicant Details			^
Owner ID Type :		Owner ID :	
Company		188700005K	
TEST COMPANY LONG NA	ME		
Transaction Details			^
Transaction Ref No. : 20231026120906753402		Transaction Date / Tim 26 Oct 2023 / 12:1	ne: 1:22
Save as PDF			ок 🔸

Enquire Label Status

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

^	My Account	My Notices	Vehicle Hut	Licensing	Ownership	Finance	HV Park	EV Charging
EV Ch	arging		l	EV charge	r approva	l Ia		
EV cha	arger type appr	oval	>	New type app	roval label			
EV cha	arger approval I	abels	>	Replacement	of labels			
EV cha	arger registratio	on	>	Enquire label	status			
Licens	ing for EV char	ging operator	>					
Minim	um charging pr	ovisions	>					

Step 2. To Enter search criteria:



2 Enter details Label details	
About this digital service	
Enquire Approval Label Status	
Search Criteria	
Label No Presse Select , or enter if not found	
OR	
Type Approval Code 2308000877002	
OR	
Approval Date From DDMM/YY To DDMM/YY	

	1			2		
	Enter details (1/2)			Label deta (2/2)	ails	
About this	digital service				e	Ð
Enquire	Approval L	abel Stat	tus			
Search Cr	iteria				,	~
OR • Typ OR Ap	peel No Please Se pee Approval Code proval Date From	230800087	, or enter if no	rt found		
Clear					Search	
Search Re	esult				,	~
5/No. /	Application No	Application Status	Type Approval Code	No. of LTA Approval Labels	Owner ID of Approved Person	
1 /	L2023102500260	Approved	230800087T002	1	188700005K	

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

Step 4. To continue Click ○ K →

Application Details	^	2
Application No : AL2023102500260	Application Status : Approved	
Label Details	^	
Label No . LT001308C	Labul Status . Available for registration	
Equipment Details	^	
EVSE Manufacturer: ABB Ltd Switzerland Tradic Mark:		
2345 EVSE Model Name/Type Reference: 12	LVSE Model Identification Number:	
Rated Voltage (V): 1	Rated Current (A): 2	
Rated Power (KW): 12		
Type of Environment: Indoor Type of Charger:	Ingress Protection (IP) Rating: 12	
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		
Referd Output Voltage (V): 2 Referd Output Prover (kW):	Roted Output Current (A): 1	
12 Type of EV Connection Case B1		
Save as PDF	ок 🔸	
Print		