Ensemble Commissioning via Installer Toolkit 3.0

Overview

This document is intended for Ensemble certified installation professionals who are commissioning Ensemble systems in the field. Follow the steps below to establish successful communication between Ensemble components and validate the system is operating as designed.

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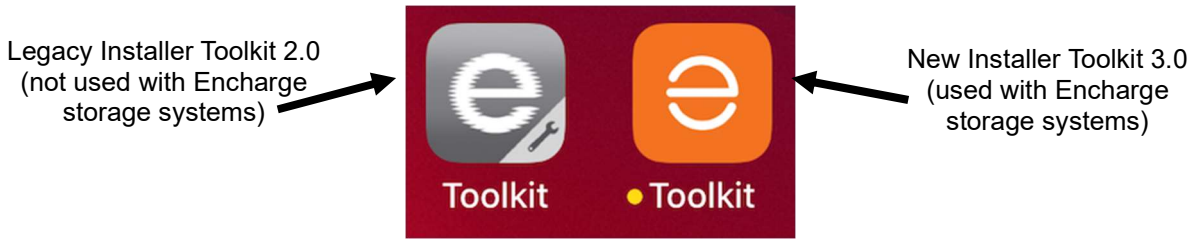
Preparing for Installer Toolkit Communications

The following process assumes all Ensemble equipment has been installed in a code compliant manner, tested for appropriate voltages and are ready to be energized.

- For all products, always follow the SAFETY INSTRUCTIONS and instructions in the Enphase quick install guides and installation manuals.

DANGER! Risk of electric shock. When energizing equipment in step D, check that Encharge units are properly wired as prompted. Miswiring can result in a safety hazard. Note that the ground connection does not have a L1 or L2 connection as this introduces a safety hazard.

- Ensemble is commissioned using Installer Toolkit. Ensure Installer Toolkit is updated to version 3.X or later:

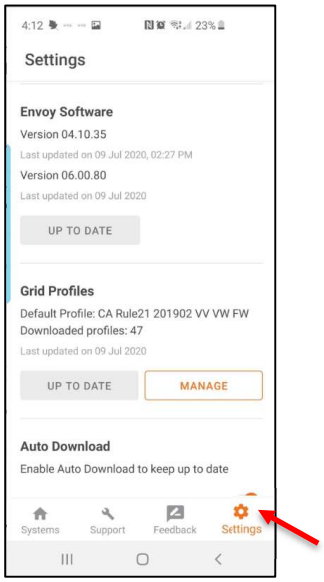


- You can install the application using the below links
  - iOS
  - Android

- Enable Bluetooth communication on the smart phone or tablet you will use for commissioning.

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- Turn OFF automatic sleep mode on your smart phone or tablet. This prevents your phone from going to sleep and interrupting the Envoy firmware upgrade.
    - In iOS, this setting is called “Auto Lock” and can be changed to “never” under “display and brightness”
    - In Android, this setting is called “screen saver” and can be changed to “never” under settings, display, advanced display.
    - After commissioning is complete, phone can be reset to automatic sleep.
- The Enphase Envoy must have software version 6.0.X or later for commissioning and operation. You can update the Envoy software using Installer Toolkit.
- A system activation must be created to complete commissioning. This can be accomplished beforehand using Enlighten Manager, or on site using Installer Toolkit.
    - Creating an activation beforehand to save time in the field.
    - If completing the activation on site, Installer Toolkit must have Internet access (cell signal or WiFi).
- Before visiting the site, ensure that the Envoy software has been downloaded to the phone.
    - The **Settings** tab in Installer Toolkit has an Envoy Software section with an **Update Now** button for downloading Envoy software.
    - Users will see two versions of Envoy software. Installer Toolkit will automatically select the right version for Ensemble or PV only sites.
    - A stable WiFi connection is required to successfully download the software. Do not move the phone around or step out of WiFi range while downloading the software.



- Informative notes:
    - Encharge batteries ship with approximately 30% state of charge.
    - Encharge batteries ship with “self-consumption” as their default mode.

Commissioning Instructions

Date and time of commissioning start: _____
Address: _____
System being commissioned: _____

Installer:_____
Individual (name and email) overseeing commissioning:
_____

- Perform the following steps, and mark completed steps in the boxes provided on the left side of the page.
- Initial the bottom of each page indicating all steps on that page are complete.

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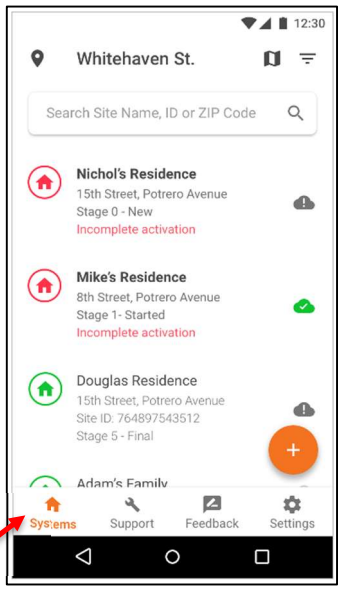
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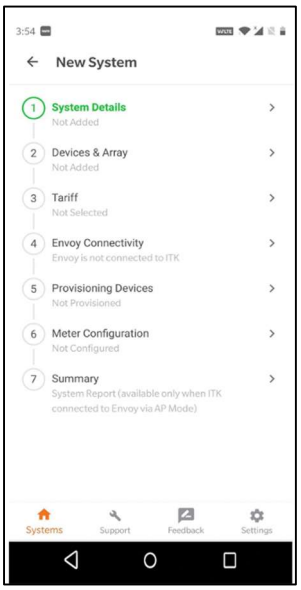
Commissioning Process

☐ A. Open Installer Toolkit. Tap the **Systems** tab in the lower left side of the screen.

☐ B. If an activation has not previously been completed using Enlighten Manager, complete Step 1 in Installer Toolkit (input system details including address grid profile, etc.).

- ☐ B.1. If the activation is already created, tap on the previously completed system activation.
- ☐ B.2. A grid profile is not selected by default for an activation created in Enlighten Manager. When prompted, select the default profile for your area.



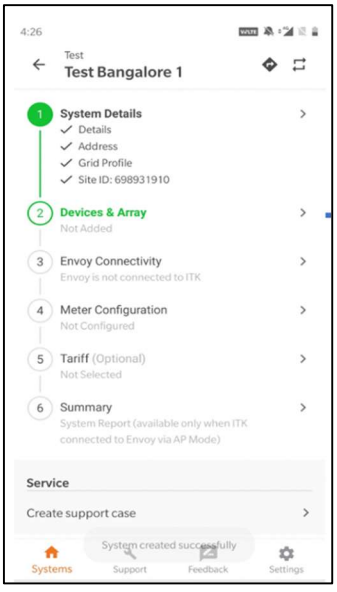


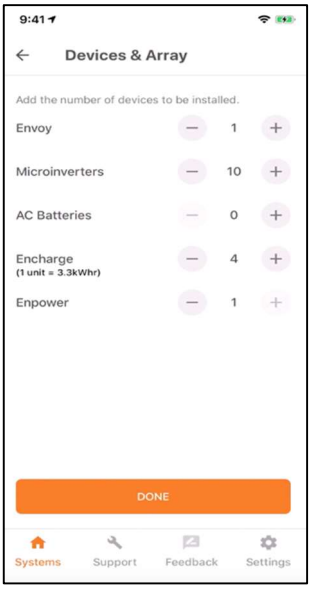
C. Installer Toolkit Step 2, **Devices & Array**:

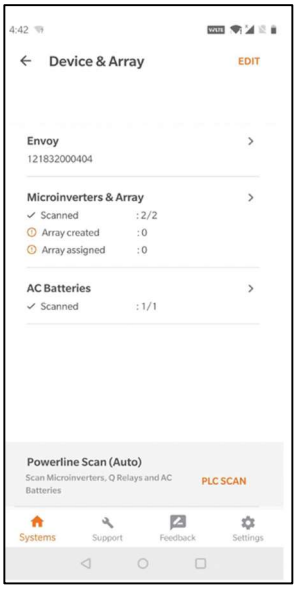
- ☐ C.1. Enter the total count of each device type to be added in the system.

Manually scan the serial numbers of Ensemble components into Installer Toolkit.

- ☐ C.1.1. Enpower and Encharge serial numbers must be manually scanned, while PV microinverters can use power line scan.
- C.1.2. It is strongly recommended to manually scan the PV microinverters as a power line scan can "poach" an incorrect serial number from a nearby site.
- C.1.3. **Note**: The "LED status" indicator, and state of charge in Installer Toolkit will be inaccurate until Envoy software is updated at the end of step F.







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D. Disable manual override in Enpower:
- ☐ D.1. Remove the Enpower deadfront to access the manual override switch on the MID. Do not remove the cover and sticker on the Enpower deadfront.
- D.2. Follow the sequence specified below:
  - ☐ D.2.1. OPEN Encharge breaker inside Enpower
  - ☐ D.2.2. OPEN mains breaker powering the Enpower from the grid side (this could be inside or outside the Enpower unit)
  - ☐ D.2.3. OPEN Auto transformer breaker inside Enpower
  - ☐ D.2.4. Turn OFF all the DC disconnect switches on Encharges and wait for at least 60 seconds
- ☐ D.3. Turn the manual override toggle inside Enpower to the right to manually OPEN the MID relay.
- ☐ D.4. The Enpower is now no longer in manual override state and is ready for commissioning.

E. Energize Ensemble equipment in the following order:
- E.1. Ensure Envoy and PV branch circuit breakers are turned ON in the IQ Combiner.
- E.2. Ensure that the AC combiner, auto transformer and Encharge breakers are turned ON in Enpower.
  - E.2.1. First, turn ON the AC combiner, then the auto transformer, then the Encharge breaker.
- E.3. For all Encharge units, ensure that the DC disconnect switch is turned OFF, then power ON the Enpower by turning ON the utility breaker and/or any breakers on the line side of Enpower.
  - E.3.1. Wait 60-330 seconds for the microgrid interconnect device relay to close.

DANGER! Ensure Encharge ground connection does not have a L1 or L2 connection, as this introduces a safety hazard. To check correct wiring, follow these steps:
- E.3.2. Ensure AC power is supplied to Encharge. The breaker inside of Enpower must be closed, as well as any AC breakers between Enpower and Encharge (if there is a battery combiner panel).
- E.3.3. Using a voltmeter, measure the Encharge chassis metal to ground, (e.g., grounded conduit) and ensure there is no AC voltage source present. If there is incorrect wiring, a ground fault may exist, and the AC voltage may read ~120Vac. If voltage is present, DO NOT touch the chassis, immediately remove AC power from the Encharge circuits, and turn OFF the DC switch ON the Encharge battery.
- E.3.4. Correct the wiring before proceeding, making sure all AC sources are removed and that the DC switches on ALL Encharge units are turned OFF.
- E.4. Allow Encharge LEDs to flash red.
- E.5. Turn ON DC switches on all Encharge units. The Encharge LEDs should stop flashing red after DC switches are turned ON.

F. Installer Toolkit Step 3, **Set Utility Tariff**:
- F.1. Select between single rate (flat), and Time of Use (ToU) rate structures.

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F.1.1. Selecting a single rate for Encharge batteries automatically sets the batteries to a self-consumption mode with 30% reserve state of charge.

F.1.2. Selecting a ToU rate for Encharge batteries automatically sets the batteries to a savings mode.

☐ F.2. To complete functional validation, Enphase recommends selecting a single rate tariff during commissioning. Tariff and battery storage modes can be changed using the Enlighten Mobile app or the Enlighten Manger web interface post installation.

G. Installer Toolkit step 4, **Envoy Connectivity**:

G.1. This brings up the screen indicating your phone's connectivity to the web and to the Envoy.

G.2. Your phone should be shown as connected to the web, but not to the Envoy.

G.3. To provision devices, you will need to connect to the envoy using AP Mode.

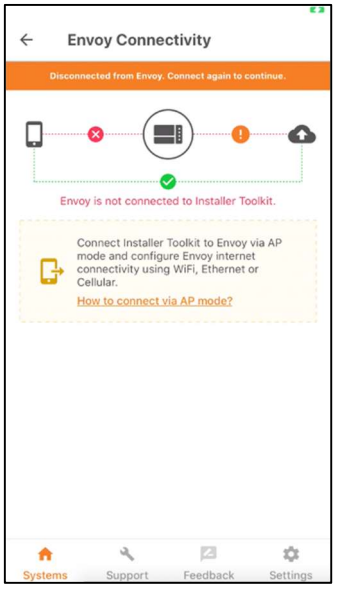
☐ G.4. On the Envoy, press the AP mode button (first button from left) for about one second. The LED will light solid green.

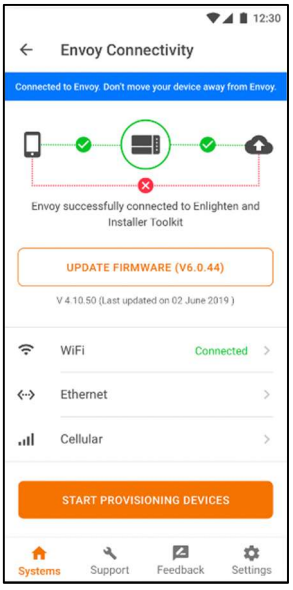
☐ G.5. Go to your phone's settings and connect to the Envoy's locally broadcasted network.

G.6. It will show up on the available WiFi networks as ENVOY_____ with the appended digits being the final numbers of the Envoy serial number. Tap this network to connect.

☐ G.7. Once connected, Installer Toolkit will show your phone connected to the Envoy, but not to the web.

G.7.1. If there are issues connecting to this network, turn OFF and on AP mode by repeating steps 4 through 7.





☐ G.8. Configure WiFi or Ethernet in the options. Ensemble installations must have a cellular modem set to remain always connected. Ensure the Enphase Mobile Connect modem (LTE-M cell modem) is plugged into the USB terminals of the Envoy.

G.9. Before device provisioning can occur, the Envoy must have software version 6.0.X (or later) installed. Tap **update firmware** to complete this process (takes approximately 30 minutes).

G.9.1. Ensure the phone is close to the Envoy, and do not move the phone away while upgrading the Envoy. Moving the phone away from the Envoy could result in problems during Envoy upgrade.

G.9.2. Your phone screen must stay active while this update occurs. Allowing your phone to go to sleep will interrupt the update.

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G.9.3. After Envoy firmware update, Envoy will restart.

G.9.3..1.1 While Envoy is restarting, all four LEDs will flash amber in unison.

G.9.3..2.1 Once the restart is complete, the network communications LED will light solid green.

G.9.4. When the Envoy reboots, you will lose AP mode connectivity on your phone. Once the Envoy has rebooted successfully, reconnect to Envoy AP mode in the WiFi settings menu of your smartphone or tablet.

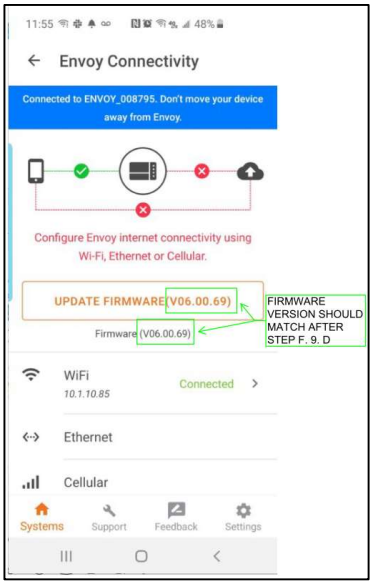
G.9.4..1.1 If you have issues connecting to AP mode, turn OFF AP mode on the Envoy by pressing the AP mode button for one second, and then “forget” the AP mode network in your smartphone or tablet Wifi settings.

G.9.4..2.1 Repeat steps F.4 to F.6 to reconnect to the Envoy.

G.9.5. Installer Toolkit will take approximately 10 minutes to correctly display system metrics (including web connectivity) after re-boot.

G.9.5..1.1 The Envoy requires a means of communicating to the web to display Internet connectivity. Ensure that the Envoy WiFi access has been configured, or that the Ethernet connection and cell modem connection is established.

G.9.6. If, after completing the previous step, the Envoy software version shown on the **Update Firmware** button does not match the Envoy software version shown below the button, then the upgrade has failed and you must tap **Upgrade Firmware** again.



☐ G.10. Tap **Start Provisioning Devices** at the bottom of the **Envoy Connectivity** screen.

H. Installer Toolkit step 5, **Provisioning Devices**:

H.1. You must be Ensemble training certified to provision Ensemble devices. If you are not, you will be asked to select a certified user from your company.

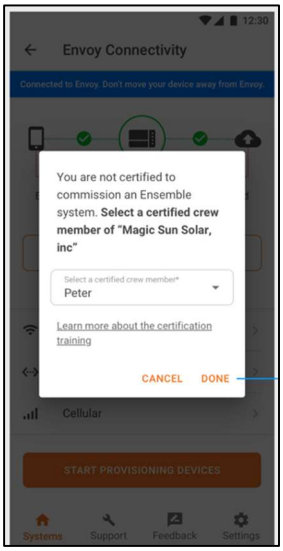
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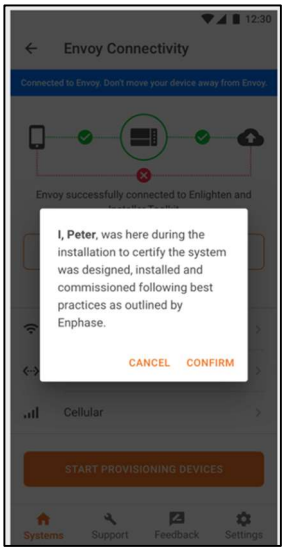
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H.2. Ensure that the Ensemble communications kit or COMMS-KIT-01 is plugged into the left side Envoy USB ports.

H.3. Ensure that the Enphase Mobile Connect Cell Modem is plugged into the right side Envoy USB port.

H.3.1. Device provisioning will not be successful if both the COMMS-KIT-01 and cell modem are missing or not plugged in.





H.4. Installer Toolkit will begin provisioning all devices, and several steps will occur (taking approx. 3 to 6 minutes):

☐ H.4.1. Grid profile will be updated.

☐ H.4.2. Tariff will be updated only if the single rate was set in step E.

☐ H.4.3. PV microinverters will be provisioned.

☐ H.4.4. Enpower will be provisioned.

☐ H.4.5. Encharge microinverters will be provisioned.

H.4.5..1.1 During provisioning, the status flows as follows:

H.4.5..1.1.1 Discovered / not discovered (Installer Toolkit is able to discover the device using Bluetooth Low Energy (BLE).

H.4.5..1.2.1 Waiting for provisioning (The initial communication is being established. Installer Toolkit is sending network information to Encharges and Enpower using BLE).

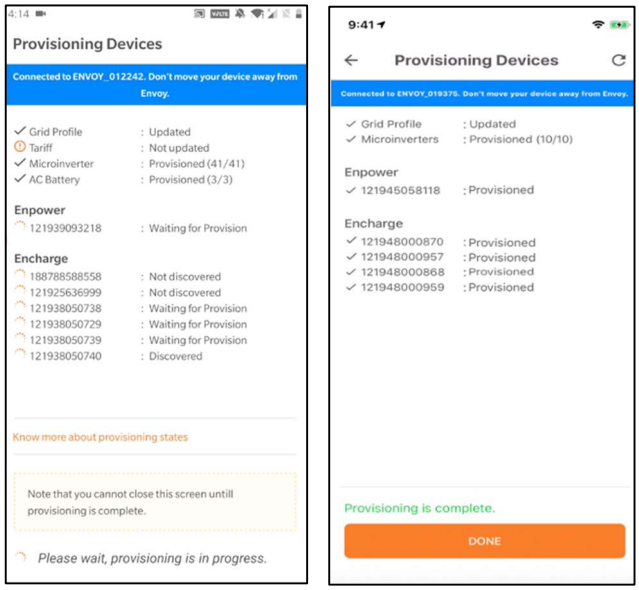
H.4.5..1.3.1 Waiting for acknowledgement (Envoy is trying to communicate to the Encharges and Enpower using the wireless 2.4 GHz radio).

H.4.5..1.4.1 Provisioned (Envoy can communicate with the Encharges and Enpower).

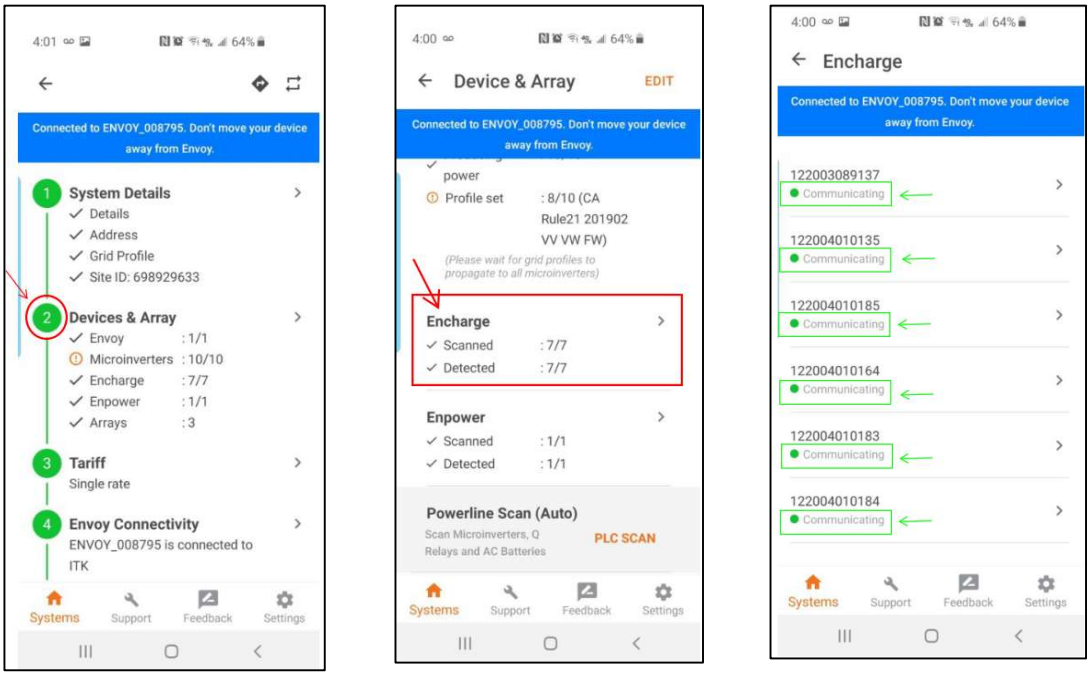
H.4.5..2.1 Once provisioning is complete, click **Done**.

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I. Confirm that the Encharge batteries are communicating with the Envoy by checking Installer Toolkit step 2: **Device & Array**. Encharge batteries should display “communicating” as follows:



I.1. In Installer Toolkit, “LED status”, and state of charge will now display accurately.

I.1.1. For beta installations, a known issue may interfere with LED status and may cause the state of discharge to display inaccurately. Firmware versions later than 20.25 do not have this issue.

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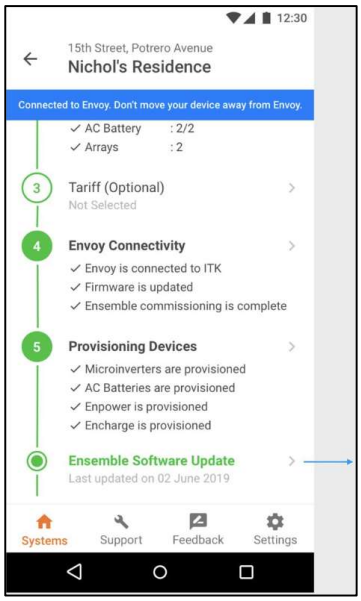
I.2. If Encharge batteries are not communicating to Envoy, follow these steps to power cycle the batteries:
  I.2.1. Ensure the system is on-grid.
  I.2.2. Turn OFF the DC disconnect switches for all batteries.
  I.2.3. Turn OFF the Encharge breaker in Enpower.
  I.2.4. Wait for at least two minutes. The Encharge LEDs should be OFF at this point.
  I.2.5. Turn ON the Encharge breaker in Enpower.
  I.2.6. Allow Encharge LEDs to flash red.
  I.2.7. Turn ON DC switches on all Encharges. The Encharge LEDs should stop flashing red after DC switches are turned ON.

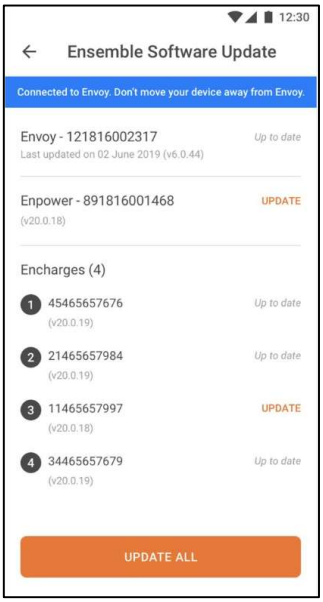
I.3. If Enpower is not communicating with the Envoy, follow these steps to power cycle the system:
  I.3.1. Ensure the system is on-grid.
  I.3.2. Turn OFF the DC disconnect switches for all batteries.
  I.3.3. Turn OFF the utility-side breaker in Enpower or the supply breaker to Enpower in the main panel.
  I.3.4. Wait for at least two minutes. The Encharge LEDs should be OFF at this point.
  I.3.5. Power ON Enpower, that is, turn ON the utility-side breaker in Enpower or the supply breaker to Enpower in the main panel.
  I.3.6. Wait 60-330 seconds for the microgrid interconnect device relay to close.
  I.3.7. Allow Encharge LEDs to flash red.
  I.3.8. Turn ON DC switches on all Encharges. The Encharge LEDs should stop flashing red after DC switches are turned ON.

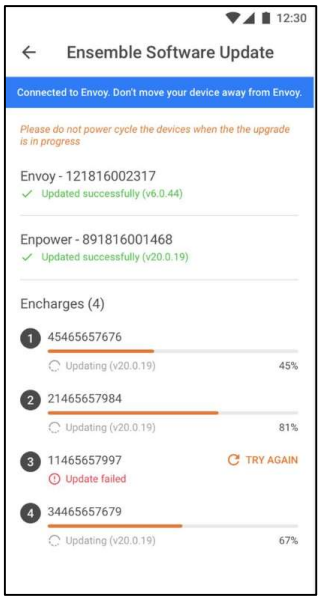
☐ J. Once you confirm that Encharge batteries are communicating with Envoy, you must update the Encharge firmware. This process takes several hours and can be completed overnight following installation. The following screenshots show how to initiate this update and show the status screen that communicates progress of the update.

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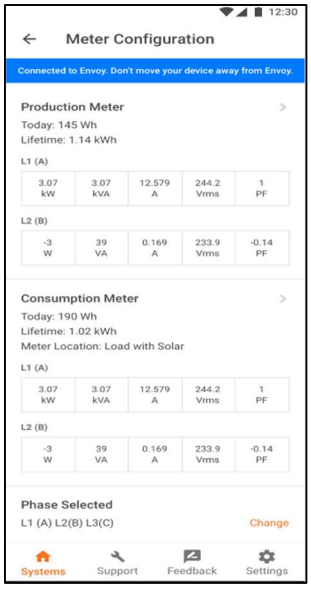






K. Installer Toolkit step 6, **Configure Production and Consumption CTs** using the meter wizard:

- ☐ K.1. Verify that the configuration matches what is installed (**solar + load** or **load only**).
- ☐ K.2. Enable the meters by verifying the readings manually or go through the meter wizard (recommended).
- ☐ K.3. While in the production meter wizard, switch OFF the PV breakers as instructed to make sure the readings go to zero before enabling.
- ☐ K.4. While in the consumption meter wizard, turn ON the PV and a known load in the home to confirm consumption rises as expected, and select the meter location (**solar + load**)
- ☐ K.5. Once the meters are configured correctly, you will be able to see if the Encharge batteries are charging or discharging in the devices section of Installer Toolkit.



L. Set battery mode to Full backup

- L.1. After meters are enabled it is necessary to change battery mode to full backup.
  - L.1.1. This allows the batteries to charge from the grid, bringing their state of charge to 100%, calibrating system data in Enlighten.
  - L.1.2. Batteries must remain at 100% SOC for 2 hours to achieve calibration.
- L.2. Battery mode can be changed to full backup either through the enlighten homeowner app, or Enlighten manager:
  - L.2.1. If Homeowner already has access to Enlighten (Solar system already existed on site), request that they change the battery mode in the homeowner app. This can be viewed in under settings.
  - L2.1.1 If homeowner does not yet have access to Enlighten (new solar and Encharge installation) the installer can change the battery mode setting in

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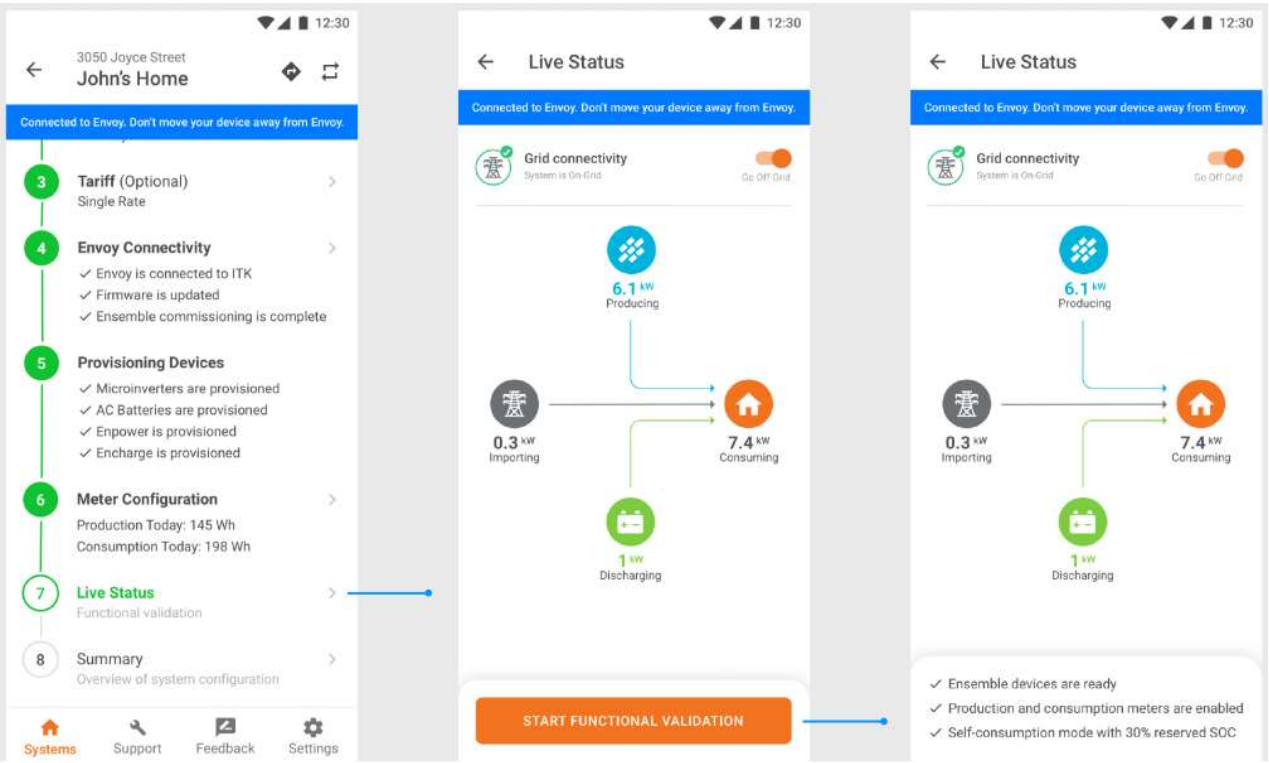
enlighten manager. Navigate to the system in question. Select settings, and scroll down to the battery usage section. Select Full Back Up from the drop down list.

M. Installer toolkit step 7: Live Status & Functional Validation:

M.1. Live status displays real time data about the Ensemble system. It provides the same information as visible from the MyEnlighten, or Enlighten Manager.

M.2. Functional Validation must be performed after Encharge firmware updates are completed (typically the day after system commissioning).

M.3. At the foot of step 7 is a button to begin Functional Validation. This will guide you through testing of your client's Encharge system to make sure it behaves as expected during grid transition events.



Functional Validation Instructions:

- Complete all steps in the order listed.
- Mark steps completed in the Document Results section of each step.
- If any of the steps cannot be completed, record what occurred in the Observations section. See the ***Ensemble Troubleshooting Guide*** for further information.
- At the bottom of each page, initial that all steps have been completed.

Date & Time Functional Validation began: _____

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Set Battery Mode to Self Consumption:

N. At end of ITK commissioning, Batteries are set to full backup to bring state of charge to 100%. Before functional testing, battery mode must be changed back to self consumption in Enlighten manager, or Homeowner app.

N.1. Is the Ensemble system placed into Self consumption?

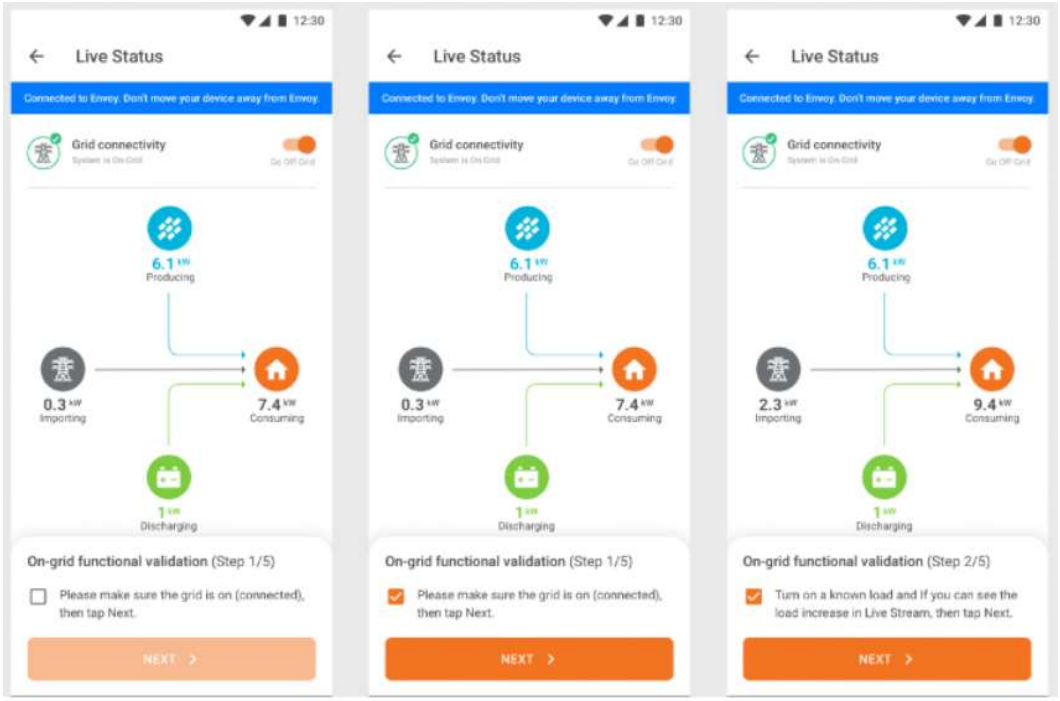
- ❑ Yes
- ❑ No (do not continue with functional testing until system is in self consumption)

On-grid functional testing:

O. Consumption (load monitoring) test:

O.1. Ensure Ensemble is operating in an ON-grid state. Confirm this by measuring voltage between the line and load sides of Enpower smart switch microgrid interconnect device. If on grid, voltage will be 0V from L1 to L1. If off grid, voltage will be 120V from L1 to L1.

O.2. Turn on a known load and confirm if that can see the load increase in the Live Status interface of Installer Toolkit.



O.3. Document the results. Is Ensemble operating in an on-grid state, and does Installer Toolkit Live Status interface display increased load as expected?

- ❑ Yes
- ❑ No

Minutes

Observations:

_____

_____

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P. On-grid battery test (for this test the system must be in self consumption):

P.1. Ensure that the known load is still switched on.

P.2. Turn off the PV breaker(s) in IQ Combiner or interconnection panel (do not turn off the Envoy breaker).

P.3. Use Installer Toolkit Live Status and each battery LED to check and confirm that the batteries are discharging. (Discharge is indicated by a pulsing blue LED. For a full list of LED states, see the table at the end of this document).

- ❑ Note: consumption reading in Installer Toolkit may be higher than the known load if the homeowner is using other loads in the home.





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P.4. Document the results. Are the batteries discharging as indicated by Installer Toolkit Live Status interface and blue pulsing LED lights on Encharge?

- ❑ Yes
- ❑ No

minutes

Observations:

_____

_____

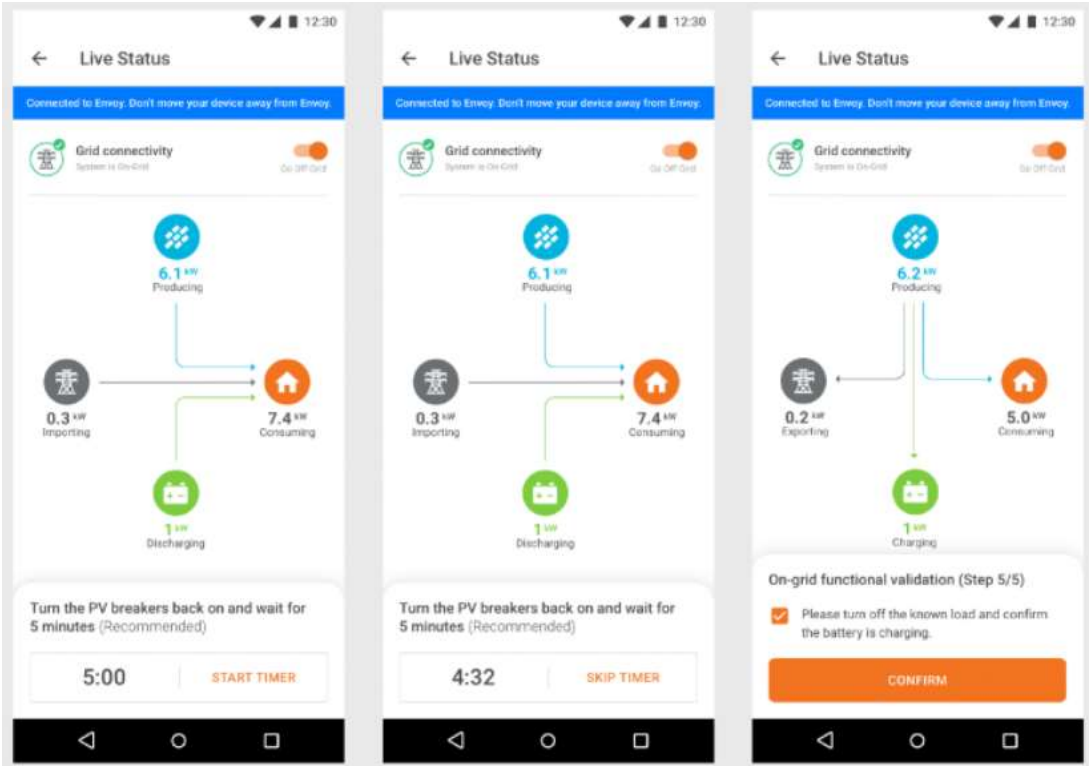
P.5. Turn on the PV breaker(s) in IQ Combiner or interconnection panel.

P.6. Turn off loads to ensure that production exceeds consumption.

P.7. Wait for the microinverters to reconnect (30 seconds to 5 minutes depending on the grid profile).

P.8. Check and confirm that the batteries are charging using the **Live Status** interface as well as by LED indications on each battery.

- ❑ **Note**: this step requires sufficient sunlight to enable the PV to produce more power than the on-site load. If this is not possible, note it in the observations section. Alternatively, you can shut off the load breaker in Enpower to ensure on site loads do not exceed PV production.



P.9. Document the results. After microinverter reconnection, did the Encharge batteries begin charging, as shown in Installer Toolkit Live Status and by Green pulsing LEDs on the batteries?

- ❑ Yes
- ❑ No

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_____Installer Initials: All steps complete on this page

minutes

Observations:

_____

_____

Off-grid functional testing:

Q. Off grid test using Installer Toolkit or Enlighten Manager.

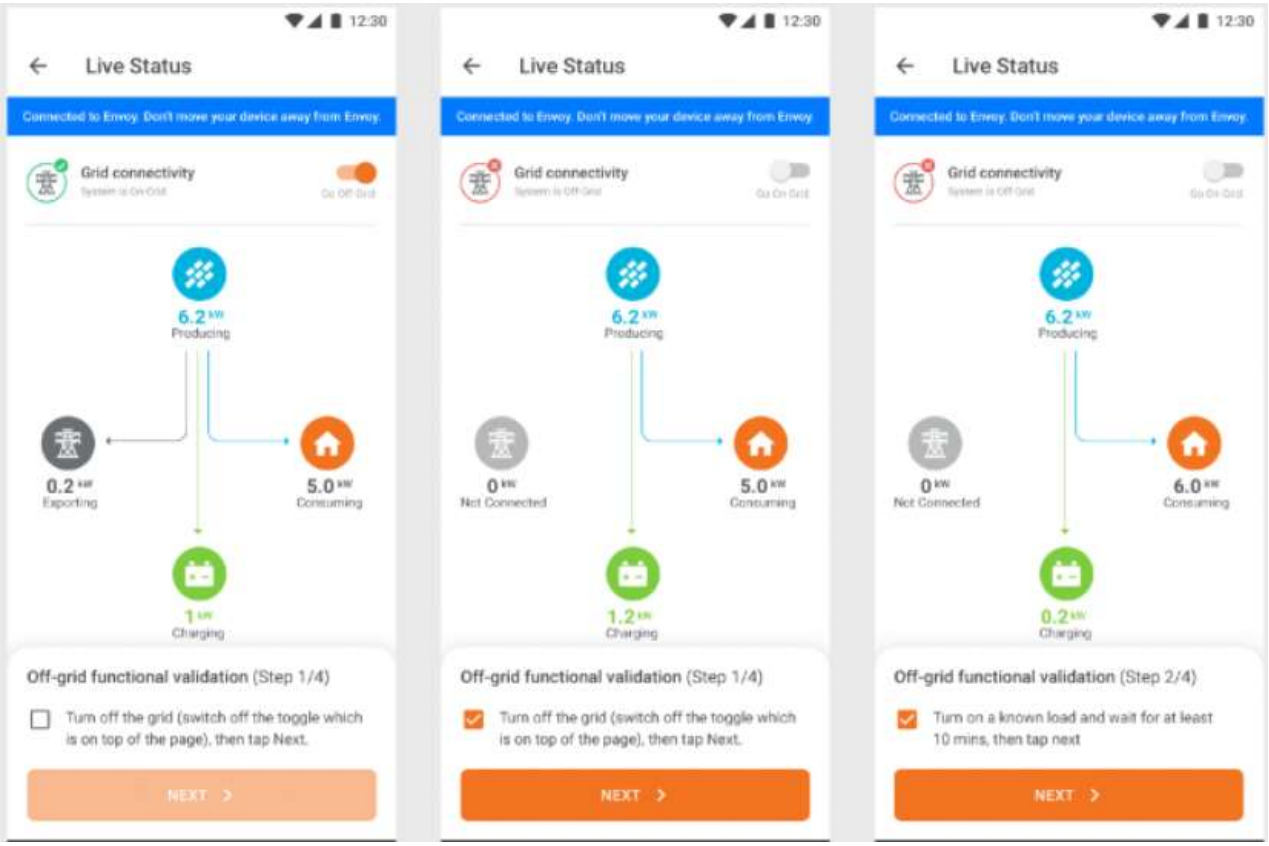
Q.1. Installer Toolkit, and Enlighten Manager Live Status feature a button that allows the Ensemble system to transition between on grid and off grid modes.

Q.2. With backup loads operating, turn off power from the grid using this button in Installer Toolkit or Enlighten.

Q.3. Wait approximately 45 seconds for the microgrid interconnect device (MID) to open. You will hear a click when this occurs.

Q.4. Confirm that the microgrid is operational and that loads did not drop. Do this by observing loads and testing for voltage at backup panel.

- ❑ Check that Live Status interface in Installer Toolkit shows off-grid.
- ❑ Ensure the loads stays powered on for two minutes or more.



Q.5. Document the results. After grid turn off, did loads remain powered up for five minutes, and did Installer Toolkit display Off Grid in Live Status interface?

- ❑ Yes
- ❑ No

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minutes

Observations:

_____
_____

R. Off grid to on grid transition using Installer Toolkit or Enlighten Manager:
   R.1. With system still operating in off grid mode and loads still operating, restore power to the grid using the button in Installer Toolkit or Enlighten Live Status.
   R.2. Wait for 60 to 330 seconds for microinverters to restart (depending on grid profile).
   R.3. You should hear a click of the Microgrid Interconnect Device relay closing inside Enpower.
   R.4. Check and confirm that the system is now operating on-grid. Observe this in the Installer Toolkit Live Status interface.
   R.5. Document the results. Did the Microgrid Interconnect device close, and was On Grid status observed in Installer Toolkit? Did any loads drop? (if so record in observations)
      ❑ Yes
      ❑ No

      minutes

   Observations:

   _____
   _____

S. Manual off grid test:
   S.1. With backup loads operating, turn off power from the grid. Use the utility or grid side breaker in Enpower or a breaker in the main panel on the supply side of Enpower
   S.2. Confirm that microgrid is operational and that loads did not drop. Do this by observing loads and testing for voltage at backup panel.
   S.3. Check that Live Status interface in Installer Toolkit (or Enlighten) shows off-grid.
   S.4. Ensure loads stay powered up for two minutes of more.
   S.5. Document the results. After grid turn off, did loads remain powered up for two minutes and Installer Toolkit display Off Grid in Live Status interface?
      ❑ Yes
      ❑ No,

      _____ minutes

   Observations:

   _____
   _____

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T. Microgrid overload and black start test:

T.1. Turn off PV breaker(s) inside of IQ Combiner.

T.2. While still operating in grid down from step E, increase the load on the system until you exceed the discharge capability of the Encharge batteries (e.g., exceeding 1.5 kW of load per Encharge 3 over a sustained period).

T.3. Reduce the load after the microgrid collapses (less than 1.2 kW load per Encharge 3).

T.4. Confirm the system recovers and forms a microgrid (“black start”). You should see power being restored to loads.



T.5. Document the results. Did black start occur once load was reduced?

- ❑ Yes
- ❑ No

minutes

Observations:

_____

_____

U. Manual off-grid to on-grid transition:

U.1. With system still operating in off grid mode, restore power to the grid (turn the main breaker back on).

U.2. Wait for 60 to 330 seconds for microinverters to turn back on (depending on grid profile).

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U.3. You should hear a click of the Microgrid Interconnect Device relay closing inside Enpower.

U.4. Check and confirm that the system is now operating on-grid. Observe this in the Installer Toolkit Live Status interface.

U.5. Document the results. Did the Microgrid Interconnect device close, and was On Grid status observed in Installer Toolkit?

- ❑ Yes
- ❑ No

minutes

Observations:

_____

_____

V. With the above steps complete, the installer, or homeowner can set the full time operating battery mode (Self Consumption, Savings, or Full Backup). This can be changed in the settings of Enlighten manger, or the homeowner app.

W. Installer Toolkit step 7, **Generate a Summary Report**:

☐ W.1. You can share this report using email, text or airdrop. It contains details of each provisioned device and the commissioned status of the system.

NOTE! Before leaving the site, ensure all breakers feeding Encharge and PV system are closed (if permitted by utility PTO).

X. With the previous steps complete, it is important to set expectations about how many loads a homeowner should use during an outage. Some installation companies ask their homeowners to live in backup mode for the first couple days after the system is installed, so they understand how to modify their behavior during an outage. If they drain or overpower the batteries, they can turn the main breaker back on.

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State	Description
Uncommissioned	
Flashing blue	After booting up, when Encharge has paired with an IQ Envoy but has not passed the commissioning three-way handshake to confirm that it is an Enphase device.
Flashing green	After passing the three-way handshake with the IQ Envoy.
After commissioning (normal operation)*	
Rapidly flashing yellow	Starting up / Establishing communications
Red flashes in sequences of 2	Error. See "Troubleshooting".
Solid yellow	Not operating due to high temperature. See "Troubleshooting".
Solid blue or green	Idle. Color transitions from blue to green as state of charge increases. You can check Enlighten for charge status.
Slowly flashing blue	Discharging
Slowly flashing green	Charging
Slowly flashing yellow	Sleep mode activated
Off	Not operating. See "Troubleshooting".

* Encharge batteries have a one-hour orphan timer. If the IQ Envoy stops communicating with them, after one hour the Encharge batteries return to an "uncommissioned" state.

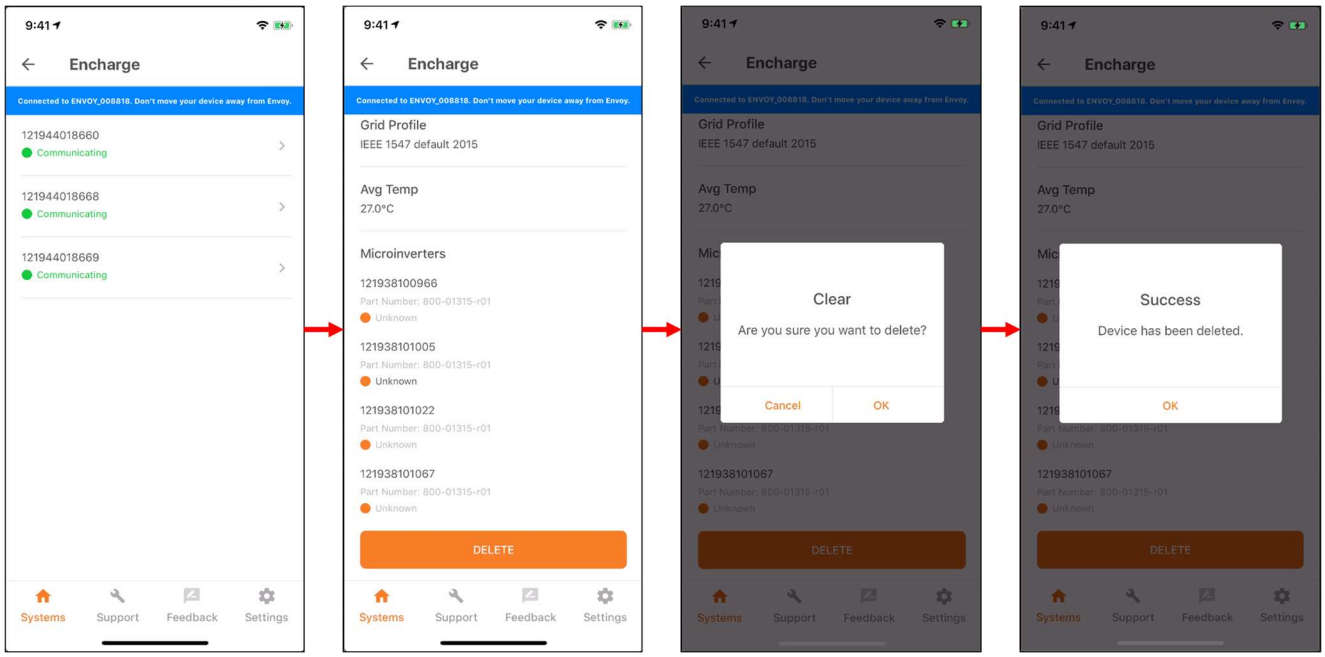
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Decommissioning an Encharge/Enpower While Replacing it On Site

When replacing an Encharge on site the old Encharge or Enpower must be deleted using Installer Toolkit.

1. Connect to the Envoy using AP mode.
2. Go to Step 2: **Devices and Array** and select and delete the devices as shown in images below.



3. After Encharge battery has been retired, Turn DC switch OFF
4. Add and provision the new devices as documented steps C and G in the **Error! Reference source not found.** section.

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