This policy is promulgated by the Des Moines Fire Department Fire Prevention Bureau (FPB). It addresses the scope, process, and safety requirements for the FPB new construction inspections. The goal of this is to address public and inspector health and safety while continuing to complete rigorous code required inspections of new fire and life safety systems.

**Fire Prevention Bureau New Construction Inspections**

Inspections scheduling shall be made through an DMFD Fire Prevention Bureau (FPB) administrative assistant at 515-283-4222 and required supporting information shall be sent to [firedept@dmgov.org](mailto:firedept@dmgov.org).

The FPB requests that all inspections be done remotely utilizing a video feed from the site with Facetime, Teams, or Skype. Prior to the scheduled inspection the lead inspector will contact the project contact, as designated during scheduling, to review inspection requirement and establish the inspection protocols and requirements.

**When video inspections cannot occur. The following safety measures shall be maintained:**

- The inspection will begin with a review outside the building reinforcing the required safety measures.
- Social Distancing of at least 6 feet will be maintained at all times.
- Emptying the required floor or building during load voltage tests.

**Failure to maintain the required safety measures will result in an immediate end to the test.**

DMFD staff will be required to depart the inspection. Follow up contact will be made by the lead inspector to the Projects contact person.

Rescheduling of the failed inspection will require the project to contact the FPB for available follow up reinspection.

Any comments or questions regarding the above information may be submitted to:

Office of the Fire Marshal  
City of Des Moines Fire Department  
Fire Prevention Bureau  
2715 Dean Avenue  
Des Moines, Iowa 50317  
Office: (515) 283-4240  
Fax: (515) 283-4907  
Email: [firedept@dmgov.org](mailto:firedept@dmgov.org)