



INDIANAPOLIS FIRE DEPARTMENT

Fire & Life Safety Division
Chief Michael Beard, Fire Marshal
955 Ft. Wayne Avenue
Indianapolis, IN 46204

Phone: 317-327-6006
Fax: 317-327-6072

Effective Monday, January, 5, 2015, the Indianapolis Fire Department (IFD) will require all Fire Protection Equipment Companies (contractors) that service and/or maintain Fire Protection Systems to submit their reports via an IFD approved electronic reporting system. Please note that any other type of submission of reports will NOT be accepted. In other words, AS A BUSINESS OWNER, it is ultimately your responsibility to ensure proper and timely filing of all inspection reports. Therefore, we urge you to please check with your service providers/contractors to ensure they too are in compliance with this new process. Further, if inspection reports are not filed appropriately and/or timely, IFD will automatically assume that services have not been rendered and take the necessary actions to ensure safety and compliance.

By using the electronic reporting system, it enables IFD to provide better public safety to our citizens in a more efficient and effective manner. For example, by instituting the submission of inspection reports via electronic reporting system, IFD can ascertain the condition of one's fire protection system/s immediately. The report will allow IFD to see if the business has passed their inspection, whether there are deficiencies and/or impairments. Based on the information received, it can trigger one or more of the following actions:

- Passed—No action required. A Deputy Fire Marshal (DFM) will visit annually to conduct an inspection of the said business.
- Non-Critical Deficiencies--A DFM will contact the business to remedy deficiencies and to ensure safety and compliance.
- Critical Deficiencies—A DFM will contact the business to remedy deficiencies and to ensure safety and compliance.
- **Impairments**—A DFM will visit the business to immediately remedy the impairment in order to avoid fire watch or evacuation per state law.

If you should have any additional questions and/or need clarification, please feel free to contact your service provider/contractor or Captain Steve Rowland at steve.rowland@indy.gov. Thank you in advance for your partnership in ensuring public safety to all.

Yours in Service and Safety,

Michael Beard
Division Chief- Fire Marshal
Indianapolis Fire Department
955 Fort Wayne Avenue Indianapolis, Indiana 46202
Phone: 317.327.6097
Fax: 317.327.6072



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January 2021

«Occ_Name» «Extra_»
«Addr» «Full_Street» «Suite»
«City», «State», «Zip»

Dear Occupant,

The Indianapolis Fire Department (IFD) has been recognized nationally as a leader in the fire service. Our mission is protecting lives, property and the environment while serving our community with courage, commitment, and compassion.

Fire Prevention is the first line of defense against fires in our community. We are required by State Law to establish an inspection cycle within our jurisdiction. Therefore, effective January 3, 2020, the IFD will be implementing a new component to our inspection program, The Private Contractor Inspection Program. This program has been established to better serve our community.

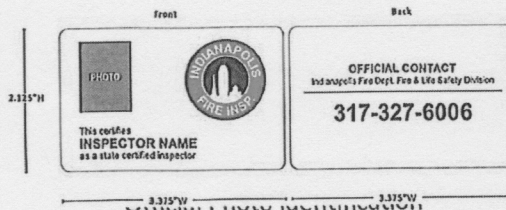
Indianapolis Fire Inspections, LLC is the vendor selected to provide the private inspectors for this program. They will inspect Low and Moderate Risk occupancies based on our Community Risk Reduction matrix. All Private inspectors have obtained their State Certification and are qualified to conduct an inspection.

While conducting inspections, inspectors will be in a uniform bearing an official Indianapolis Fire Inspections's patch and will also carry an official photo identification (ID & patch pictured below). They will also provide you with contact information. Inspections will be conducted during your normal business hours unless scheduled in advance. The private inspector will **NOT** accept any form of payment at any time. All fees for services are collected by the City of Indianapolis, Office of Finance and Management. The cost will range from \$50-150 based on square feet.

IFD is committed to providing the highest level of service and protection to our community. We appreciate your cooperation in making Indianapolis a Fire Safe Community. If you have any questions, please feel free to contact our office directly at 317-327-6066.

Sincerely,

Chief Michael Beard, Fire Marshal
Indianapolis Fire Department



Official Patch