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Board Chairperson

February 12, 2009

To: All Iowa Utilities

Commencing March 1, 2009, most new electrical installations in the State of Iowa will be subject to an electrical permit and inspection program, either by an existing political subdivision or by a state electrical inspector.

Electric utility providers will be expected to follow section 103.28(1) of the Iowa Code. This states that “no electrical installation subject to inspection under this chapter shall be newly connected or reconnected for use until the electrical inspector has filed with the electrical utility supplying power a certificate stating that the electrical inspector has approved such energization”. This means that after March 1, all release forms must be signed by an electrical inspector, not the electrical contractor or customer.

We ask that the electric utilities provide the following information:

- We ask that you include the contact information for the State Electrical permit and inspection program on or with your application for service so the customer/contractor is aware of the electrical permit required for the service connect or re-connect. The information your customers will need may be found at [iowaelectrical.gov](http://iowaelectrical.gov) or by calling 1- 866-923-1082.
- Informing customers of the extra time needed so that scheduling, inspections and releases may be dealt with in a timely manner.
- Electrical Service Release forms must be signed by an electrical inspector

The following information on release of service for electrical connections applies to the State Electrical Inspection Program only. Political subdivisions with existing inspection programs may arrange for inspector verification in what manner works best for them and their utility.

- Before energizing the electrical service, the utility provider will receive an email release form signed by the inspector.
- We will require an e-mail addresses or an e-mail group that you would like service release forms sent to, along with any phone contacts as well. Please send this information to [einspinfo@dps.state.ia.us](mailto:einspinfo@dps.state.ia.us) as soon as possible.
- Before energizing, utility workers will find a PASS or FAIL tag at point of connection. If the inspection fails, the inspector will contact the permit holder of any corrective actions that need to be taken. This should eliminate any wasted trips by the utility to the site.

During emergencies caused by such things as wind or ice, we will only require an electrical permit when any of the service equipment is replaced or upgraded. During these hectic times, we only ask that we get a list of such replacements so we can compare with electrical permit applications received and so we can inspect the installation after the re-connect.

We look forward to working with you and our area inspectors will soon be visiting your office to introduce themselves. If you have any questions or suggestions, please contact me at [merrick@dps.state.ia.us](mailto:merrick@dps.state.ia.us) or 515-725-6147.

Sincerely,

Pat Merrick  
Chief Electrical Inspector  
State of Iowa Dept. of Public Safety