



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE FOR ADMINISTRATION AND FINANCE
HUMAN RESOURCES DIVISION
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Chief Human Resources Officer

TO: Police Department Appointing Authorities; Police Chiefs

FROM: George Bibilos, Director
Organizational Development Group/Civil Service Unit

DATE: March 10, 2017

SUBJECT: READING LIST FOR PROMOTIONAL EXAMINATION

**POLICE SERGEANT
POLICE LIEUTENANT
POLICE CAPTAIN
EXAMINATION DATE — SATURDAY, SEPTEMBER 16, 2017**

Examinations for this series are scheduled for September 16, 2017. All applicants are responsible for reading all the texts and other materials listed below and on all pages of this announcement. Please note carefully which edition and/or date of publication is listed for each item. All chapters, appendices, glossaries, etc., are included unless otherwise noted. All examination questions will be based on these materials.

Community Policing: A Contemporary Perspective (7th ed., 2015). Kappeler, V. E., and Gaines, L. K.; Routledge. ISBN: 978-0-323-34049-6.

Criminal Investigation (11th ed., 2012). Swanson, C. R., Chamelin, N. C., Territo, L., and Taylor, R.W.; McGraw-Hill, Inc. ISBN: 978-0-07-811152-5. All chapters except Chapter 18.

Police Administration: Structures, Processes, and Behaviors (9th ed., 2017). Swanson, C. R., Territo, L., and Taylor, R. W.; Pearson Education, Inc./Prentice-Hall. ISBN: 9780133754056.

Supervision of Police Personnel (8th ed., 2014). Iannone, N. F., Iannone, M. D., and Bernstein, J.; Pearson Education, Inc. /Prentice-Hall, Inc. ISBN-13: 978-0-13-297382-3.

Massachusetts General Laws, as amended through the release date of this reading list.

Motor Vehicle Police Manual 2017 (2017). Scheft, J. S.; Law Enforcement Dimensions.

Juvenile Law Police Manual 2017 (2017). Scheft, J. S.; Law Enforcement Dimensions.

Massachusetts Criminal Law Textbook for 2017 (2017), Rogers, P. M.; Commonwealth Police Service, Inc.

Massachusetts Criminal Procedure Textbook for 2017 (2017), Rogers, P. M.; Commonwealth Police Service, Inc.

Examination Reading List for Statewide Police Departments
2017 Promotional Police Sergeant, Lieutenant, and Captain

In the event of a direct and ascertainable conflict between information contained in the listed textbooks and information contained in the *Massachusetts General Laws* (MGL), the MGL will be the definitive source.

Publishers of Reading List Texts

Routledge Publishing (Taylor & Francis Group LLC), 7625 Empire Drive, Florence, KY 41042
<http://www.routledge.com/books/>

McGraw-Hill, Inc., P.O. Box 182604, Columbus, OH 43272; 800.262.4729;
<http://www.mhprofessional.com>

Commonwealth Police Service, Inc., 5 Jethol Drive, Assonet, MA 02702; 508.989.9848;
<http://www.commonwealthpoliceservice.com>

Law Enforcement Dimensions, 846 Massachusetts Avenue, Arlington, MA 02476; 781.646.4377;
<http://www.ledimensions.com>

Pearson Education, Inc./Prentice Hall, 200 Old Tappan Road, Old Tappan, NJ 07675; 800.947.7700;
<http://www.mypearsonstore.com> OR www.policetrainingstore.com

Please note that the Human Resources Division does not recommend specific bookstores for the purchase of reading list texts. For local vendors, contact the publishers at the telephone number or website listed, or check with the Chief of your department or local union representative for assistance. Many local bookstores will be able to special-order any text not carried in stock.

Any questions regarding the reading list may be directed to Sebastian Moscardi, Personnel Analyst, at 617.878.9717 or at Sebastian.Moscardi@massmail.state.ma.us. A copy of this reading list is posted on the Human Resources Division website in the Civil Service section at www.mass.gov/hrd/readinglists.