



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE FOR ADMINISTRATION AND FINANCE
HUMAN RESOURCES DIVISION
ONE ASHBURTON PLACE, BOSTON, MA 02108

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Chief Human Resources Officer

PLEASE POST PROMINENTLY
READING LIST ANNOUNCEMENT

TO: Fire Department Appointing Authorities
Fire Chiefs

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

DATE: November 17, 2015

SUBJECT: READING LIST FOR PROMOTIONAL EXAMINATIONS

DISTRICT FIRE CHIEF
DEPUTY FIRE CHIEF
FIRE CHIEF
EXAMINATION DATE – Saturday, May 21, 2016

Candidates are responsible for reading the following texts. (Please note carefully which edition is listed for each.) All chapters, appendices, glossaries, etc., are included, unless otherwise noted. All examination questions will be based on these materials.

Brannigan, F.L. and Corbett, G.P. (2015). *Brannigan's Building Construction for the Fire Service* (5th ed.). Sudbury, MA: Jones and Bartlett Publishers.

NOTE: The *Code of Massachusetts Regulations on Fire Prevention (527 CMR)* has been deleted from the reading list.

Dunn, V. (2015). *Safety and Survival on the Fireground* (2nd ed.). Tulsa, OK: Fire Engineering.

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International City/County Management Association. (2012). *Managing Fire and Emergency Services*. Atlanta, GA: International City/County Management Association (ICMA) Distribution Center.

Chapters 1, 2, 3 (pp. 83-92, start at p. 83 “Preincident planning” and stop at end of p. 92), 4, 6, 7, 8, 9, 10, 11, 13, 14, and 16.

Chapter 12, Chiefs Only (pp. 335-346, start at p. 335 “Strategic planning” and stop at p. 346 before “Full cost accounting”).

International Fire Service Training Association (IFSTA). (2010). *Fire Detection and Suppression Systems* (4th ed.). Oklahoma State University, Stillwater, OK: Fire Protection Publications.

Entire text, EXCEPT Ch. 9.

International Fire Service Training Association (IFSTA). (2010). *Hazardous Materials for First Responders* (4th ed.). Oklahoma State University, Stillwater, OK: Fire Protection Publications.

Entire text EXCEPT:

Ch. 5, do not read this chapter.

Ch. 13, do not read pp. 600-617 on the FBI Twelve-Step Process.

Excludes appendices, metric equivalents, glossary, tables, figures, and skill sheets.

International Fire Service Training Association (IFSTA). (2010). *Fire Investigator*, 2nd Edition. Oklahoma State University, Stillwater, OK: Fire Protection Publications.

Chapters 2, 3, 4, 5, 6, 8, 9, 10, 11, 12, 13, 14, 15, and 16.

Excludes appendices and glossary.

Massachusetts General Laws, Chapter 148 (as amended through the release date of this reading list).

National Incident Management System, FEMA P-501, December 2008. (Federal Emergency Management Agency, U.S. Department of Homeland Security)

Entire text, EXCEPT Appendix A

Includes Appendix B, Glossary of Key Terms, and Acronyms.

Smith, J. P. (2012). *Strategic and Tactical Considerations on the Fireground* (3rd ed.). Old Tappan, NJ: Prentice-Hall, Inc.

Entire text EXCEPT:

Ch. 2, do not read this chapter.

Ch. 4, do not read this chapter.

Ch. 7, read only pp. 282-328 (start at beginning of p. 282 and stop at p. 328 before “Wildland Urban Interface”).

Tucker, M. L., McCarthy, A. M., & Benton, D. A. (2002). *The Human Challenge* (7th ed.). Old Tappan, NJ: Prentice-Hall, Inc.

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PUBLISHERS OF READING LIST TEXTS

- Federal Emergency Management Agency, P.O. Box 2012, Jessup, MD 20794; (800) 480-2520, Option #4.
- Fire Engineering, P. O. Box 21288, Tulsa, OK 74121-9971; (800) 752-9764; www.pennwellbooks.com
- Fire Protection Publications, Oklahoma State University, 930 North Willis, Stillwater, OK 74078-8045; (800) 654-4055; www.ifsta.org.
- International City Management Association (ICMA) Distribution Center, P. O. Box 931897, Atlanta, GA 31193; (800) 745-8780; www.icma.org.
- Jones and Bartlett Publishers, 40 Tall Pine Drive, Sudbury, MA 01776-9848; (800) 832-0034; www.jbpub.com.
- Prentice-Hall, Inc., Pearson Education, Consumer Credit Sales, 200 Old Tappan Road, Old Tappan, NJ 07675; (800) 947-7700; www.mypearsonstore.com or http://vig.pearsoned.com/store/home/1,1205,store-20180_id-2,00.html.

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 Adele Jean, at adele.jean@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.