



THE COMMONWEALTH OF MASSACHUSETTS  
EXECUTIVE OFFICE FOR ADMINISTRATION AND FINANCE  
HUMAN RESOURCES DIVISION  
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**AMENDED**

**PLEASE POST PROMINENTLY - READING LIST ANNOUNCEMENT**

TO: Fire Department Appointing Authorities, Fire Chiefs  
FROM: Regina Caggiano, Director of Civil Service  
DATE: November 24, 2021  
SUBJECT: Reading Lists for Deputy & District Fire Chief Examinations

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**STATEWIDE DEPUTY FIRE CHIEF  
STATEWIDE DISTRICT FIRE CHIEF  
EXAMINATION DATE – Saturday, May 21, 2022**

This reading list will pertain to all Human Resources Division Written Examinations for Deputy & District Fire Chief that are administered in 2022.

Candidates 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 examination questions will be based on these materials.

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READING FOR DEPUTY CHIEF AND DISTRICT CHIEF

**Fire Services Law** (2nd ed). Bennett, Lawrence T. (2017). Long Grove, IL: Waveland Press, Inc.

Entire text except Chapters 17 and 18, glossary and Appendices.

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

Entire text except Chapters 10, 23, 24, glossary, and Appendix. There will be no questions on scenarios at the beginning of each chapter.

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**Fire Protection, Detection, and Suppression Systems** (5th ed.). IFSTA (2016) Oklahoma State University, Stillwater, OK: Fire Protection Publications

**Chapter 1:** entire chapter

**Chapter 2:** pp. 27-57; stop at “Inspection and Testing of Fire Detection and Alarm Systems.”

**Chapter 3:** pp. 69-83; stop at “Public Water Supply Systems.”

**Chapter 4:** pp. 105-143; stop at “Testing and Inspection.”

**Chapter 5:** pp. 151-162; stop at “Standpipe Inspection and Testing.”

**Chapter 7:** entire chapter; exclude any sub-titled section “Inspection and Testing...”

**Chapter 8:** pp. 217-233; stop at “System Testing, Inspection, and Maintenance.”

NOTE: Exclude appendices, glossary, tables, figures, case histories, and information boxes.

**Hazardous Materials for First Responders** (5th ed.). IFSTA (2017) Oklahoma State University, Stillwater, OK: Fire Protection Publications.

**Chapter 1:** pp. 11-28; stop at “Hazmat Regulations.”

**Chapter 2:** pp. 72-80; (start at “Transportation Placards, Labels, and Markings” and stop at “Canadian Placards, Labels, and Markings”); pp. 86-88 (start at “NFPA 704 System” and stop at “Globally harmonized system”); pp. 104-107 (start at “Senses” and stop at end of chapter)

**Chapter 3:** entire chapter

**Chapter 4:** pp. 137-177 (stop at “Hazard Classes”); pp. 199-205 (start at “Additional Information” and stop at the end of chapter)

**Chapter 5:** pp. 209-225 (stop at “General Container Types and Behavior”)

**Chapter 7:** pp. 331-355 (start at “Implementing Response Objectives and Action Options” and stop at end of chapter)

**Chapter 8:** pp. 361-380 (stop at “Identification of IED’s”); pp 388-417 (start at “Response to Explosive/IE events” and stop at end of chapter)

**Chapter 10:** entire chapter

**Chapter 12:** entire chapter

**Chapter 13:** entire chapter

**Chapter 15:** entire chapter

NOTE: Exclude appendices, glossary tables, metric equivalents, figures, and skill sheets.

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

**Sections:** 2, 2A, 4, 5, 5A, 9, 10C, 10H, 12, 14, 23, 24, 25A, 25B, 25E, 26, 26A, 26A1/2, 26B, 26C, 26D, 26E, 26F, 26F1/2, 26G, 26G1/2, 26H, 26I, 27A, 28, 29, 37, 39, 46, 56, 58

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**Strategic and Tactical Considerations on the Fireground** (4th ed.). Smith, J. P. (2016). Old Tappan, NJ: Prentice-Hall, Inc.

**Chapter 1:** pp. 5- 11 (start at “Spread of Heat” and stop at end of p. 11); pp. 16-27 (start at “Needed fire flow” and stop at “Firefighter Life Safety Initiatives”)

**Chapter 3:** pp. 90-127 (start at “Incident Scene Decision Making” and stop at the end of p. 127)

**Chapter 7:** pp. 262-303 (stop at “Wildland Urban Interface”)

**Chapter 8:** pp. 319-379 (stop at “Schools and Other Active Shooter Incidents”)

**Chapter 9:** entire chapter

**Chapter 10:** pp. 473-482 (start at “Tank Farm/Refinery Fires” and stop at “Terrorism Incidents”)

**Chapter 11:** entire chapter

NOTE: Exclude figures, “On Scene” boxes, and “NIOSH” boxes, glossary

**Chief Officer, Principles and Practice** (3rd Ed.). Purchase, David J. (2021). Burlington, MA: Jones & Bartlett Learning, LLC and National Fire Protection Association (NFPA).

**Chapter 1 - District and Deputy Chief - Entire Chapter**

**Chapter 2**

- District Chief – pp. 32-47 (start at “Introduction” and stop at end of p. 47), pp. 50-52 (start at “Assisting with Subordinate Professional Development” and stop at end of p.52)
- Deputy Chief – Entire Chapter

**Chapter 3**

- District Chief – pp. 58-81 (start at “Introduction” and stop on p. 81 after “Proposal Conclusion”)
- Deputy Chief – Entire Chapter

**Chapter 4 - District and Deputy Chief – Entire Chapter**

**Chapter 5**

- District Chief - pp. pp. 134-177 (start at “Introduction” and stop at end on p. 177 after “Letters of Understanding”)
- Deputy Chief – Entire Chapter

**Chapter 7 - Deputy Chief – Entire Chapter**

**Chapter 8 - District and Deputy Chief – Entire Chapter**

**Chapter 9**

- District Chief – pp. 274-290 (start at “Introduction” and stop at end of p. 290 after “Considerations for Change Implementation”)
- Deputy Chief - Entire chapter

**Chapter 10 - District and Deputy Chief - Entire Chapter**

**Chapter 11 - District and Deputy Chief - Entire Chapter**

NOTE: Exclude Knowledge and Skills Objectives at beginning of each chapter, “You are the Chief Officer” sections at the beginning of each chapter, figures, summaries, “Life Safety Initiatives,” “Fire marks,” “Voices of Experience,” “Chief Officer in action” sections, “Chief Concepts” sections, and “Walk the Talk” sections. “Hot Terms” sections at the end of each chapter are included as well as “Tables” and “Chief Officer Tips” in each chapter.

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## READING FOR DEPUTY CHIEF ONLY

**Effective Fire and Emergency Services Administration.** Fleming, Robert S. (2010). Tulsa, OK: Pennwell Corporation.

NOTE: Exclude Preface, acknowledgements, Opening Scenarios at beginning of each chapter, Chapter Objectives at beginning of each chapter, Closing Scenarios, summary, key terms, questions, projects, recommended reading at the end of each chapter, appendices, and index. **NOTE:** The Glossary and all terms therein are included.

### PUBLISHERS OF READING LIST TEXTS

Fire Engineering, P. O. Box 21288, Tulsa, OK 74121-9971; (800) 752-9764;  
<http://www.pennwellbooks.com/categories/fire-rescue.html>

IFSTA (International Fire Service Training Association), Fire Protection Publications, Oklahoma State University, 930 North Willis, Stillwater, OK 74078-8045; (800) 654-4055; <https://www.ifsta.org>

ICMA (International City Management Association) Distribution Center, P. O. Box 931897, Atlanta, GA 31193; (800) 745-8780; <https://icma.org/>

Jones and Bartlett Publishers, 40 Tall Pine Drive, Sudbury, MA 01776-9848; (800) 832-0034;  
<http://www.jblearning.com/>

Prentice-Hall, Inc., Pearson Education, Consumer Credit Sales, 200 Old Tappan Road, Old Tappan, NJ 07675; (800) 947-7700; <http://www.mypearsonstore.com/>

Please note that the Human Resources Division does not recommend specific retailers 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 retailers will be able to special-order any text not carried in stock.

Any questions regarding the reading list may be directed to Sebastian Moscardi at [Sebastian.moscardi@mass.gov](mailto:Sebastian.moscardi@mass.gov). A copy of the reading list is posted on the Human Resources Division's Civil Service Unit website. [Click here!](#)

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