



EXECUTIVE OFFICE FOR ADMINISTRATION & FINANCE
COMMONWEALTH OF MASSACHUSETTS
HUMAN RESOURCES DIVISION
100 CAMBRIDGE STREET, SUITE 600
BOSTON, MA 02114

MAURA T. HEALEY
GOVERNOR

KIMBERLEY DRISCOLL
LIEUTENANT GOVERNOR

MATTHEW J. GORZKOWICZ
SECRETARY

MELISSA J. PULLIN
INTERIM CHIEF HUMAN
RESOURCES OFFICER

PLEASE POST PROMINENTLY - READING LIST ANNOUNCEMENT

TO: Police Department Appointing Authorities; Police Chiefs
FROM: Regina Caggiano, Director of Civil Service
DATE: March 22, 2024
SUBJECT: Reading List for Statewide Police Lieutenant Examinations

**STATEWIDE POLICE LIEUTENANT
EXAMINATION DATE — SATURDAY, SEPTEMBER 21, 2024**

This reading list will pertain to the Human Resource Division Written Examinations for Statewide Police Lieutenant that are administered in 2024.

All 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 chapters, appendices, glossaries, etc., are included unless otherwise noted. All examination questions will be based on these materials.

READING LIST FOR LIEUTENANT

Criminal Law: Massachusetts Police Manual 2024 (2024). Scheft, John S.; Law Enforcement Dimensions, LLC.

- Chapters 4-5
- Chapter 7
- Chapters 13-14
- Chapters 17-18
- Chapter 20
- Chapter 21 (only "Open Container" on pg. 21-8)
- Chapter 22
- Chapters 26-29
- Chapters 31-32

Criminal Procedure: Massachusetts Police Manual 2024 (2024) Scheft, John S.; Law Enforcement Dimensions, LLC.

- Chapter 4 (pgs. 4-1 to 4-4 only)
- Chapter 5
- Chapters 8-13
- Chapters 15-18
- Chapter 20

Juvenile Law: Massachusetts Police Manual (2024) Scheft, John S.; Law Enforcement Dimensions, LLC.

- Chapter 1
- Chapters 3-4
- Chapters 8-10
- Chapter 22
- Chapter 24
- Chapter 25 (only "Police Procedures at the Station" on pgs. 25-6 to 25-10)

Motor Vehicle Law: Massachusetts Police Manual (2024) Scheft, John S.; Law Enforcement Dimensions, LLC.

- Chapters 1-4
- Chapter 7
- Chapter 10
- Chapters 14-15
- Chapter 21

Basic Handbook of Police Supervision: A practice Guide for Law Enforcement Supervisors (2nd Ed., 2022) Charles C. Thomas, LTD. ISBN 978-0-398-09382-2.

- Chapter 3 (pgs. 30-36 only)
- Chapters 5-6
- Chapters 8-9
- Chapter 14

Effective Police Supervision (9th ed., 2020). Miller, L., More, H., and Braswell, M.; Routledge/Taylor & Francis Group. ISBN: 9780367207656.

- Chapters 1-7
- Chapter 9 (pgs. 307-332 only)
- Chapter 10
- Chapter 12 (pgs. 422-436 only)
- Chapters 13-14

PUBLISHERS OF READING LIST TEXTS

Law Enforcement Dimensions, 846 Massachusetts Avenue, Arlington, MA 02476; (781) 646-4377;
<http://www.ledimensions.com>

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

Charles C. Thomas Publisher, LTD., 2600 S. 1st. St., Springfield, IL 62704; (800) 258-8980 or (217) 7898980; <https://www.ccthomas.com/copyright.cfm>

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 Nick Kartvelishvili, Test Development Program Manager at Nika.Kartvelishvili@mass.gov. A copy of this reading list is posted on the Human Resources Division website at www.mass.gov/hrd/readinglists.