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**AMENDED October 31, 2024**

**READING LIST ANNOUNCEMENT – PLEASE POST PROMINENTLY**

TO: Fire Department Appointing Authorities, Fire Chiefs  
FROM: Regina Caggiano, Director of Civil Service  
DATE: October 11, 2024  
SUBJECT: Reading List for Boston District Fire Chief Examination

**BOSTON DISTRICT FIRE CHIEF**

**EXAMINATION DATE – APRIL 12, 2025**

This reading list will pertain to the Human Resource Division Written Examination for **Boston District Fire Chief** administered on April 12, 2025.

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 technical knowledge examination questions will be based on these materials.

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**Massachusetts General Laws:** Chapter 148 - Fire Prevention (as amended through the release date of this reading list).

**Section 5**  
**Section 23**  
**Section 26A**  
**Section 26B**  
**Section 26C**  
**Section 26D**  
**Section 26F**  
**Section 26F1/2**

**Section 26G1/2**  
**Section 26H**  
**Section 26I**  
**Section 27A**

**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  
Chapter 2 exclude: pg. 47-50 (“Fire Officer IV” up to “Fire Officer III”)  
Chapter 3 exclude: pg. 81 - 87 (“Fire Officer IV” up to End of Chapter)  
Chapter 4  
Chapter 5 exclude: pg. 168 – 185 (“Promotion Programs” up to End of Chapter)  
Chapter 9 exclude: pg. 289 - 298 (“Considerations for Change Implementation” up to End of Chapter)  
Chapter 10  
Chapter 11 exclude: pg. 339-342 (“Incident Management Team” up to “Mitigation”)

*Note: Exclude all Charts, Tables, Figures, Fire Officer Tips, Appendices, and Voice of Experience*

**Strategic and Tactical Considerations on the Fireground** (4<sup>th</sup> Edition). Smith, James P. (2017). Hoboken, NJ. Pearson Education Inc.

**Chapter 1** exclude: pg. 12-16 (“Preincident Planning” up to “Needed Fire Flow”) and exclude pg. 27 – 35 (“Firefighter Life Safety Initiatives” up to End of Chapter)  
**Chapter 3** exclude: pg. 82 – 90 (Start of Chapter up to “Incident Scene Decision Making”)  
**Chapter 7** exclude: pg. 303 – 318 (“Wildland Urban Interface” up to End of Chapter)  
**Chapter 8** exclude: pg. 379 – 393 (“Schools and Other Active Shooter Incidents” up to End of Chapter)  
**Chapter 9**  
**Chapter 11**

*Note: Exclude all Blue Boxes, On Scene, Charts, Tables, and Figures*

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

Chapter 2-9, & 11-22

*Note: Exclude Glossary and Appendix.*

*Note: There will be no questions regarding the scenarios at the beginning of each chapter.*

**Brannigan’s Building Construction for the Fire Service** (6th ed.\*). Brannigan, F.L. and Corbett, G.P. (2021\*). Sudbury, MA: Jones and Bartlett Publishers.

Entire text

*Note: Exclude all Appendices, Glossary, Tables, Figures, and Tactical Consideration Boxes*

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**Progressive Discipline Guidelines, Boston Fire Department (Dated June 2006)**

**1**

**2** exclude: pg. 12-14 “Offense: Being Intoxicated or Under the Influence of Liquor or Drugs...”

**3** exclude: pg. 21- 23 “Cases of Discipline”

**4**

**5**

**6**

**Rules and Regulations of the Boston Fire Department (Dated June 1, 1997)**

**1**

**2**

**5**

**8**

**10**

**11** exclude: 11.21 & 11.22

**15**

**18** exclude: 18.16g, exclude pg. 60 - 67 (18.44o “Substance Abuse” up to 18.45), exclude 18.51, and exclude 18.52

**20**

**Appendix F, Boston Fire Department/ IAFF Local 718 Drug and Alcohol-Free Work**

**Sections: 1 – 12**

**Standard Operating Procedures of the Boston Fire Department** (as amended through the release date of this reading list):

*The following SOPs have exclusions:*

**111:** exclude 5

**205:** exclude 4

**231:** exclude 13

**236:** exclude 9

**251:** exclude 5 - 9

**300:** exclude 11 up to end of SOP

*The following SOPs are to be read in their entirety:*

**1, 1A, 2, 2A, 2B 3, 112, 120, 200, 201, 202, 203, 204, 205A, 205B, 206, 206A, 207, 208, 209, 215, 217, 218, 218A, 218B, 218C, 218D, 232, 233, 234, 235, 238, 250, 250A, 252, 259, 260, 261, 262, 263, 302, 303, 304, 305, 306, 307, 308, 340, 341, 342, 405, 610**

PUBLISHERS OF READING LIST TEXTS

AMENDED October 31, 2024

Massachusetts General Laws Chapter 148. [Chapter 148 \(malegislature.gov\)](http://malegislature.gov)

Chief Officer (3<sup>rd</sup> Edition). Purchase, David J. (2019). NFPA. Jones and Bartlett Learning. [Chief Officer: Principles and Practice includes Navigate Advantage Access: 9781284172478 \(psglearning.com\)](http://psglearning.com)

Strategic and Tactical Considerations on the Fireground (4th Edition). Smith, James P. (2017). Hoboken, NJ. Pearson Education Inc. [Strategic & Tactical Considerations on the Fireground \(pearson.com\)](http://pearson.com)

Safety and Survival on the Fireground (2<sup>nd</sup> Ed.). Fire Engineering  
([www.fireengineeringbooks.com](http://www.fireengineeringbooks.com))

Brannigan's Building Construction for the Fire Service (6<sup>th</sup> Ed.). Jones and Bartlett Publishing  
([www.psglearning.com](http://www.psglearning.com))

*Note: Check back on the Civil Service Exams webpage for ECT&E and Situational Judgement Test (SJT) Prep Guides coming soon! Click [here](#) to view the examination schedule.*

*Note: Please be aware that for Boston Sources page number exclusions are determined via PDF downloads of documents. Be advised that page numbers could vary pending different document formats.*

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. 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 Shelagh Herbert at [shelagh.herbert@mass.gov](mailto:shelagh.herbert@mass.gov). A copy of the reading list is posted on the Human Resources Division's Civil Service Unit website. [Examination Preparation Guides and Reading Lists | Mass.gov](#)