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READING LIST ANNOUNCEMENT – PLEASE POST PROMINENTLY

TO: Boston Fire Department Appointing Authority, Fire Chief
FROM: Regina Caggiano, Director of Civil Service
DATE: August 5, 2026
SUBJECT: Reading List for Somerville Senior Fire Alarm Operator Examination

BOSTON SENIOR FIRE ALARM OPERATOR

EXAMINATION DATE – February 5, 2027

This reading list will pertain to the Human Resource Division Written Examination for Boston Senior Fire Alarm Operator administered on February 5, 2027

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. Only those chapters and sections listed under each text are included (unless noted otherwise). Chapters and sections listed with a dash (i.e., 2 – 14) should be read from the first listed chapter through the last listed chapter and section. All technical knowledge examination questions will be based on these materials.

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

Sections: 1 – 12

Associated Geography of Boston (as amended through the release date of this reading list)

- a) Boston Fire Department Fire Alarm Box Number Series
- b) City of Boston Fire Department Locations
- c) Boston Fire Department Fire Districts
- d) Boston Fire Department Fire District and Neighborhoods
- e) Station Locations by Division/District (October 2024)

Boston Fire Department Box Cards for City and Metro (Responses) (as amended through the release date of this reading list)

Fire Alarm Response and Notification Checklist (as amended through the release date of this reading list)

- a) Active Shooter/Hostile Event
- b) Code A Notifications
- c) Hazardous Material Incident Responses/Notifications
- d) LNG Facility
- e) Logan Airport Alert and Response Pattern
- f) MBTA Power Procedures
- g) BFD Operations Multiple Alarm Checklist
- h) MetroFire Incident Checklist
- i) Technical Rescue - Extrication

MetroFire Operational Plan Rev .2.05 (2025)

Section 1

Running Card User Guide
MetroFire Summary Status and Activity Reporting PROC 10-1
MetroFire District Map

Section 2

Metrofire Radio Channel Use
Metrofire Radio Tests
Statewide Fire Mobilization Activation to Request Aid
Statewide Fire Mobilization Activation to Send Aid
Statewide Fire District Map
MBTA Evacuation Buses
Critical Incident Stress Management Peer Support Team

NFPA 1225 Standard for Emergency Services Communications (2022 ed.). National Fire Protection Association.

Chapter 3: exclude 3.3.10 – 3.3.12, 3.3.42, 3.3.48 – 3.3.51, 3.3.63 – 3.3.65, 3.3.71– 3.3.74, 3.3.86 – 3.3.89, 3.3.93, 3.3.110 – 3.3.112

Chapter 12: exclude 12.3-12.5.2, 12.7, 12.8-12.8.1.6, 12.8.4-12.8.6.2, 12.9-12.10, 12.11.2-12.11.7.2, 12.11.7.7-12.11.9.1

Chapters 15

Chapter 16

Chapter 17: exclude 17.3.8 – 17.3.8.5.4, 17.5 – 17.6.2.4

Chapter 19: exclude 19.5.5 – 19.5.5.4

Chapter 20: exclude 20.2.5, 20.3.10 – 20.3.11

Chapter 21

Note: exclude all Figures, Annexes and Tables

Progressive Discipline Guidelines, Boston Fire Department (Dated November 2025)

II: exclude pg. 12 – 14 (“Offense: Being Intoxicated or Under the Influence of Liquor or Drugs...” up to “Offense: Loss of, Damage to, Unauthorized Use of...”)

III

IV

V

VI

Rules and Regulations of the Boston Fire Department (Dated June 2026)

1 – 4

5: exclude 5.9 – 5.13

6: exclude 6.2 – 6.7

8 – 13

14: exclude 14.1 – 14.6

16: exclude 16.97 – 16.105

17

Note: exclude Appendix A

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

1(8/17/2023): exclude 3.2 – 3.3, 3.6, 3.10 – 3.11, 3.13, 4, 5, 7, 8, 9.2 – 9.13

111(4/22/2014): exclude 5

112(3/12/2024): exclude 3.1 – 3.2

105(3/30/2026)

110(4/28/2014)

120(5/5/2014)

202(8/7/2024): exclude 5 – 10, 12, 14 – 15, 18 – 19

206(1/12/2024)

206A(1/12/2024)

207(10/27/2025): exclude 6, 9, 10

208(5/30/2018)

209(8/17/2023)

231(5/3/2014): exclude 9 – 13

232(4/22/2014)

233(11/26/2023)

234(11/16/2023)

235 (12/30/2024) “Shipboard Firefighting Operations”: exclude 1– 4, 6 – 10

236(5/3/2014): exclude 1 – 3, 6, 9

237(4/28/2014): exclude 3 – 4

241(5/3/2014): exclude 6, 7
240(2/2/2023)
242(4/29/2014)
250(3/2/2015)
263(11/16/2023)
272(2/21/2019)
280(6/12/2023)
285(4/29/2014)
303(5/23/2022)
340(4/29/2014): exclude 4.3 up to the end of SOP
405(5/4/2014)

PUBLISHERS OF READING LIST TEXTS

NFPA 1225, Standard for Emergency Services Communications, 2022. 11 Tracy Drive, Avon, MA 02322. [NFPA 1225](#)

Please check Boston Fire Department Share Drive for *Associated Geography of Boston list of sources*.

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

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 Anhar Obyat at anhar.obyat@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](#)