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READING LIST ANNOUNCEMENT – PLEASE POST PROMINENTLY

TO: Somerville 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

SOMERVILLE SENIOR FIRE ALARM OPERATOR

EXAMINATION DATE – February 5, 2027

This reading list will pertain to the Human Resource Division Written Examination for Somerville 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.

Critical Incident Management: A Complete Response Guide, (2nd ed.), 2012. CRC Press.

Chapter 1: exclude pgs. 1 – 5 (Start of Chapter up to “Communications”) and exclude pgs. 8 – 12 (“Planning and Training” up to “Uncontrollable versus Controllable Factors”)

Chapter 3: exclude pgs. 23 – 26 (Start of Chapter up to “The Response Stage”), exclude pgs. 28 – 32 (“Outcomes” up to “Executive Management Phase”) and exclude pgs. 33 – 36 (“Initial Objectives and Strategies” up to End of Chapter)

Chapter 5: exclude pgs. 49 – 51 (Start of Chapter up to “Communications”), exclude pgs. 52– 67 (“Identify the Hot Zone” up to “Emergency Medical Services {EMS}”), exclude pgs. 67– 69 (“The Media” up to “Utility Companies”) and exclude pgs. 71– 77 (“The Seven Critical Tasks and the First-

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First Responder” up to End of Chapter)

Chapter 6: exclude pgs. 81– 96 (“Command and Management” up to “Management by Objectives”) and exclude pgs. 99 –102 (“Federal Response” up to “Comprehensive Resource Management”)

Chapter 8

Metrofire Operational Plan (Rev.1.04, 2026)

Section 1

MBHSR Technical Response Definitions

MBHSR Technical Response North Response

MBHSR Hazmat or Weapons of Mass Destruction Response

Section 2

Rapid Intervention Teams

May Day Use and Management

Emergency Evacuation Signal

HazMat Response Team Activation/Notification

Drone Resource Activation

Massachusetts Response 2026 (as amended through the release date of this reading list)

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 9

Chapter 15

Chapter 16: exclude 16.6

Chapter 17: exclude 17.3.8 – 17.3.8.5.4, 17.4.2 – 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

Somerville Running Cards (Date July 3, 2026)

Somerville PURVIS VOC– Alarm System SOG – V4 (as amended through the release date of this reading list)

PUBLISHERS OF READING LIST TEXTS

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

Please check Somerville Fire Department Fire Alarm Std Share Drive (QEDSERV) for the Metrofire Operational Plan, Massachusetts Response 2026, Somerville Running Cards, and Somerville PURVIS VOC– Alarm System SOG – V4.

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 Nika (Nick) Kartvelishvili at Nika.Kartvelishvili@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](#)