THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE FOR ADMINISTRATION AND FINANCE
HUMAN RESOURCES DIVISION
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**AMENDED January 23, 2023**

TO: Boston Fire Commissioner

FROM: Regina Caggiano, Director of Civil Service Unit

DATE: September 19, 2022

SUBJECT: Reading List for the Boston Fire Lieutenant and Fire Captain Examinations

BOSTON FIRE LIEUTENANT

BOSTON FIRE CAPTAIN

EXAMINATION DATE – SATURDAY, MARCH 25, 2023

The examination for these ranks is scheduled for March 25, 2023. 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 the listed materials.

FOR FIRE LIEUTENANT AND FIRE CAPTAIN

**Fire and Emergency Services Company Officer** (6th Ed.) IFSTA (2019) Oklahoma State University, Stillwater, OK: Fire Protection Publications

Chapter 1
Chapter 2 (p23- 32)
Chapter 3
Chapter 4 (p73- 82, stop at “Leave & Duty Exchange”, p84- 88 start at “Behavior Management”, stop at top of p88)
Chapter 5
Chapter 6 (p127- 139, p144- 148)

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Chapter 7 (p159- 177, p179 “PPE Care & Maintenance” to end of page)
Chapter 8
Chapter 9 (p207-210, stop at end of p210)
Chapter 10 (p265-277 stop at “Inspecting/Testing Fire Protection Systems”, p286- 300 start at “Pre-Incident Survey Process”, stop at end of p300)
Chapter 11

Note: Exclude tables, figures, case studies, review boxes, skill sheets, chapter reviews, discussion questions, JPR and Learning objectives at the beginning of each chapter, appendices and glossary.

**Building Construction Related to the Fire Service** (4th Ed.) 2016. IFSTA (2016) Oklahoma State University, Stillwater, OK: Fire Protection Publications

Entire Chapters
Note: Exclude case histories, case studies, safety alerts, review questions, figures, tables, appendices, and glossary

**Structural Fire Fighting: Initial Response Strategy and Tactics** (2nd Ed.) IFSTA (2017) Oklahoma State University, Stillwater, OK: Fire Protection Publications

Chapter 1
Chapter 2 (p88- 110, stop at “Canadian Construction”, p111 start at “Interior Building Arrangement” stop at end of p129)
Chapter 3 - 5
Chapter 6 (p227-245, stop at “Positive Pressure Attack”, p248-273, start at “Overhaul”, stop at end of p273)
Note: Exclude review questions, figures, tables, case histories, safety alerts, “What this means to You” boxes, appendices, and glossary

**Hazardous Materials: Awareness and Operations** (3rd Ed.) Schnepp, R. (2019). Sudbury, MA: Jones and Bartlett Publishers

Chapter 1
Chapter 2 (p17- 29, stop at “Military Markings”, p29- 36, start at “Shipping Papers”, stop at end of p36, p38-43, start at “Harmful Substances, Routes of Entry into the Human Body”, stop at end of p43)
Chapter 3

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Chapter 4 (p72- 73, stop at “Ton Containers”, p87- 100, start at “Potential Terrorist Incidents”, stop at end of p100)
Chapter 5
Chapter 6 (p133- 143, stop at “The Incident Command System”)
Chapter 7 (p156- 168, stop at “Common Fire Scene Detection and Monitoring Equipment”)
Chapters 9- 10
Chapter 12
Chapter 13 (p288- 296, stop at “Search and Rescue/Recovery Equipment”)
Chapter 14

Note: Exclude figures, tables, knowledge checks, skill drills, “Listen up!” Boxes, “Voice of Experience” sections, “Hazardous Materials Alarm” sections at the beginning of each chapter, On Scene” sections, “After Action Review Summaries”, appendices, glossary, and knowledge and skills objectives at the beginning of each chapter

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

Chapter 1
Chapter 2 (p27- 57, stop at “Inspection and Testing of Fire Detection and Alarm Systems”)
Chapter 3 (p69- 83, stop at “Public Water Supply Systems”)
Chapter 4 (p105- 140, stop at “Foam Nozzles and Sprinklers”)
Chapter 5 (p151- 162, stop at “Standpipe Inspection and Testing”)
Chapter 7 (exclude any subsection entitled “Inspection and Testing Procedures”)
Chapter 8 (p217- 233 stop at “System Testing, Inspection, and Maintenance”)
Chapter 9 (start at the beginning of the chapter, p256 stop at “Portable Fire Extinguishers on Fire Apparatus”)

Note: Exclude appendices, glossary, tables, figures, and case histories

**Structural Firefighting: Truck Co Skills & Tactics** (2nd Ed.) IFSTA (2010) Oklahoma State University, Stillwater, OK: Fire Protection Publications

Chapter 1
Chapter 3 (p61- 62, stop at “IFSTA Risk Management Model”, p65 start at “Key Safety Behaviors” to end of chapter)
Chapter 4 (p93-109, stop at “Salvage”)
Chapter 5 (p123-127, stop at “Ladder Raises”, p135- 139, start at “Positioning Ground Ladders”, stop at “Non-Standard Uses for Ground Ladders”)
Chapters 6-14

Note: Exclude appendices, glossary, case histories, safety alerts, tables and figures

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

Sections: 2, 2A, 3, 4, 5, 5A, 6, 10C, 10H, 12, 14, 23, 24, 25, 25E, 26A, 26A½, 26B, 26C, 26D, 26E, 26F, 26F½, 26G, 26G½, 26H, 26I, 34A, 39, 46, 58

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

1, 111, 112, 120, 200, 201, 202, 204, 205, 206, 207, 208, 209, 212, 213, 215, 216, 217, 225, 230, 231, 232, 234, 235, 236, 238, 242, 250, 250A, 251, 252, 259, 260, 261, 262, 268, 271, 272, 280, 300, 301, 302, 303, 304, 305, 310, 320, 321, 340, 341, 342, 400, 401, 402, 404, 405, 500, 501, 501A, 502, 503, 601, 610, 620, 621, 640, 702

**Boston Fire Department Progressive Discipline** (6/8/2006)

**Rules and Regulations of the Boston Fire Department** (6/1/1997)

Chapters 1, 2, 11, 13, 18 (exclude 18.44 (o) p60-67), 19, and 20

**Appendix F – Boston Fire Department Drug and Alcohol-Free Workplace Policy**

## FOR FIRE CAPTAIN ONLY

**Fire and Emergency Services Company Officer** (6th Ed.) IFSTA (2019) Oklahoma State University, Stillwater, OK: Fire Protection Publications

Chapter 12
Chapter 13
Chapter 14 (p405-415 stop at "Wildland Fire Investigation", start at p416 "Cause Determination" to end of p419)
Chapter 15

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**Emergency Services Leadership: A Contemporary Approach** (2013). Jones and Bartlett Publishers

Chapters 1 – 10

Note Exclude tables, Figures, Wrap Ups, and Appendices. No questions specific to Scenarios presented in the book will be asked.

**PUBLISHERS OF READING LIST TEXTS**

- International Fire Service Training Association (IFSTA), Fire Protection Publications, Oklahoma State University, 930 North Willis, Stillwater, OK 74078-0118; (800) 654-4055; www.ifsta.org.
- Fire Engineering, P.O. Box 21288, Tulsa, OK 74121-9971; (800) 752-9768; www.pennwellbooks.com.
- Jones and Bartlett Publishers, 40 Tall Pine Drive, Sudbury, MA 01776-9848; (800) 832-0034; www.jbpub.com.

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

Any questions regarding the reading list may be directed to Carolina Silva, at carolina.silva@mass.gov. A copy of this reading list is posted on the Human Resources Division website in the Civil Service section at www.mass.gov/hrd/readinglists.

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