



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

MAURA T. HEALEY
GOVERNOR

MATTHEW J. GORZKOWICZ
SECRETARY

KIMBERLEY DRISCOLL
LIEUTENANT GOVERNOR

MELISSA J. PULLIN
CHIEF HUMAN RESOURCES OFFICER

AMENDED November 1, 2024

READING LIST ANNOUNCEMENT – PLEASE POST PROMINENTLY

TO: Fire Department Appointing Authorities, Fire Chiefs
FROM: Regina Caggiano, Director of Civil Service
DATE: October 28, 2024
SUBJECT: Reading List for Somerville Senior/Principal Fire Alarm Operator Examination

SOMERVILLE SENIOR/PRINCIPAL FIRE ALARM OPERATOR

EXAMINATION DATE – February 15, 2025

This reading list will pertain to the Human Resource Division Written Examination for Somerville Senior/Principal Fire Alarm Operator administered on February 15, 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. 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.

Senior Rank Only

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

Chapter 1: exclude pgs. 1 – 8 (Start of Chapter up to “Crowd and Traffic Control [Perimeters]”) and exclude pgs. 10 – 14 (“The Media” up to “Establishing Communication with Personnel”)

Chapter 3: exclude pgs. 23 – 26 (Start of Chapter up to “The Response Stage”), pgs. 28 – 32 (“Outcomes” up to “Executive Management Phase”) and exclude pg. 34 (“Recovery and Mitigation Stage” up to “Objectives and Strategies”)

Chapter 5: exclude pgs. 52 – 69 (“Identify the Hot Zone” up to “Utility Companies”) and exclude pgs. 71 – 77 (“Active Shooter” up to End of Chapter)

Chapter 6

Chapter 8

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

Chapter 9

Chapter 10

Chapter 13

Chapter 14

Chapter 15

Chapter 16

Chapter 17: exclude 17.3.8 – 17.4 (“Backhaul Microwave Systems” up to “Radio Alerting Systems”)

Chapter 19

Chapter 20

Chapter 21

Principal Rank Only

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

Chapter 1: exclude pgs. 1 – 8 (Start of Chapter up to “Crowd and Traffic Control [Perimeters]”) and exclude pgs. 10 – 14 (“The Media” up to “Establishing Communication with Personnel”)

Chapter 3: exclude pgs. 23 – 26 (Start of Chapter up to “The Response Stage”), pgs. 28 – 32 (“Outcomes” up to “Executive Management Phase”) and exclude pg. 34 (“Recovery and Mitigation Stage” up to “Objectives and Strategies”)

Chapter 4: exclude pgs. 41 – 43 (“Risk Assessment” up to “Decision Making”)

Chapter 5: exclude pgs. 52 – 69 (“Identify the Hot Zone” up to “Utility Companies”) and exclude pgs. 71 – 77 (“Active Shooter” up to End of Chapter)

Chapter 6

Chapter 8

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

Chapters 8 - 16

Chapter 17: exclude 17.3.8 – 17.4 (“Backhaul Microwave Systems” up to “Radio Alerting Systems”)

Chapters 19 - 21

Note: Exclude all Annexes

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PUBLISHERS OF READING LIST TEXTS

NFPA 1225, 11 Tracy Drive, Avon, MA 02322. <https://www.nfpa.org/codes-and-standards/nfpa-1225-standard-development/1225>

Critical Incident Management: A Complete Response Guide, (2nd ed.), 2012 CRC Press, 6000 Broken Sound Parkway NW, Suite 300; 800-634-7064. <https://www.routledge.com/Critical-Incident-Management-A-Complete-Response-Guide-Second-Edition/Faggiano-McNall-Gillespie/p/book/9781439874547>

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.

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](#)