



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE FOR ADMINISTRATION AND FINANCE
HUMAN RESOURCES DIVISION
ONE ASHBURTON PLACE, BOSTON, MA 02108

DEVAL L. PATRICK
Governor

TIMOTHY P. MURRAY
Lieutenant Governor

PLEASE POST PROMINENTLY
READING LIST ANNOUNCEMENT

LESLIE A. KIRWAN
Secretary

PAUL DIETL
Chief Human Resources Officer

TO: Fire Department Appointing Authorities
Fire Chiefs

FROM: Sally McNeely, Director, Civil Service

DATE: September 18, 2009

SUBJECT: READING LIST FOR PROMOTIONAL EXAMINATIONS

**DISTRICT FIRE CHIEF
DEPUTY FIRE CHIEF
FIRE CHIEF**

EXAMINATION DATE – Saturday, March 20, 2010

Candidates are responsible for reading the following texts. (Please note carefully which edition is listed for each.) All chapters, appendices, glossaries, etc., are included, unless otherwise noted. All examination questions will be based on these materials.

Brannigan, F.L. and Corbett, G.P. (2008). *Brannigan's Building Construction for the Fire Service* (4th ed.). Sudbury, MA: Jones and Bartlett Publishers.

Code of Massachusetts Regulations on Fire Prevention (527 CMR) (as amended through the release date of this reading list).
Entire Sections of 1, 4, 6, 10, 14, 24, & 25.

Dunn, V. (1992). *Safety and Survival on the Fireground*. Tulsa, OK: Fire Engineering.

International City Management Association. (2002). *Managing Fire and Rescue Services*. Atlanta, GA: International City Management Association (ICMA) Distribution Center.

District Fire Chief and Deputy Fire Chief—Chapters 3, 4, 8, 9, & 12.
Fire Chief—Chapters 2, 3, 4, 6, 7, & 8.

(Continued)

- International Fire Service Training Association (IFSTA). (2005). *Fire Detection and Suppression Systems* (3rd ed.). Oklahoma State University, Stillwater, OK: Fire Protection Publications.
- International Fire Service Training Association (IFSTA). (2004). *Hazardous Materials for First Responders* (3rd ed.). Oklahoma State University, Stillwater, OK: Fire Protection Publications.
Entire book except appendices, metric equivalents, glossary, tables, and figures.
- International Fire Service Training Association (IFSTA). (2005). *Introduction to Fire Origin and Cause* (3rd ed.). Oklahoma State University, Stillwater, OK: Fire Protection Publications.
Omit Appendices A, B, and C.
- Massachusetts General Laws*, Chapter 148 (as amended through the release date of this reading list).
- National Incident Management System*, FEMA P-501, December 2008. (Federal Emergency Management Agency, U.S. Department of Homeland Security)
Entire book, including Appendix B, Glossary of Key Terms, and Acronyms.
Exclude Appendix A.
- Smith, J. P. (2008). *Strategic and Tactical Considerations on the Fireground* (2nd ed.). Old Tappan, NJ: Prentice-Hall, Inc.
Entire Text Except Chapter 2.
- Tucker, M. L., McCarthy, A. M., & Benton, D. A. (2002). *The Human Challenge* (7th ed.). Old Tappan, NJ: Prentice-Hall, Inc.

(Continued)

PUBLISHERS OF READING LIST TEXTS

Federal Emergency Management Agency, P.O. Box 2012, Jessup, MD 20794; (800) 480-2520, Option #4.

Fire Engineering, P. O. Box 21288, Tulsa, OK 74121-9971; (800) 752-9764;
www.pennwellbooks.com.

Fire Protection Publications, Oklahoma State University, 930 North Willis, Stillwater, OK 74078-8045; (800) 654-4055; www.ifsta.org.

International City Management Association (ICMA) Distribution Center, P. O. Box 931897, Atlanta, GA 31193; (800) 745-8780; www.icma.org.

Jones and Bartlett Publishers, 40 Tall Pine Drive, Sudbury, MA 01776-9848; (800) 832-0034; www.jbpub.com.

Prentice-Hall, Inc., Pearson Education, Consumer Credit Sales, 200 Old Tappan Road, Old Tappan, NJ 07675; (800) 947-7700; www.prenhall.com or http://vig.pearsoned.com/store/home/1,1205,store-20180_id-2,00.html.

Please note that the Human Resources Division does not recommend specific bookstores for purchasing reading list texts. For local vendors, contact the publisher at the telephone number listed or check with the Chief of your department, your department's human resources office 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 Christine Barbas, Ed. D., Personnel Selection Specialist, at (617) 878-9745. A copy of this reading list is posted on the Human Resources Division website at www.mass.gov/civilservice under Examination Information>Reading Lists.
