

**FIRE FIGHTERS' AND POLICE OFFICERS'
CIVIL SERVICE COMMISSION**

CITY OF HOUSTON

SOURCE MATERIAL LIST FOR

2017 PROMOTIONAL EXAMINATION

INSPECTOR

HOUSTON FIRE DEPARTMENT

The 2017 promotional examination for **INSPECTOR, HOUSTON FIRE DEPARTMENT**, will be written from the following sources:

COMMUNICATION BETWEEN CULTURES, 9TH Edition, Copyright 2017. ISBN: 978-1-285-44462-8, By: Larry A. Samovar, Richard E. Porter, Edwin R. McDaniel, Carolyn S. Roy. Published by Cengage Learning Publications; 20 Channel Center Street, Boston MA, 02210, (800-354-9706). Cost: \$149.95 + \$10 shipping UPS. Rush order are available. The book may be purchased online from www.cengage.com/highered as well as other retailers.

FIRE INSPECTION AND CODE ENFORCEMENT, 8th Edition, Copyright 2016. ISBN: 978-0-87939-592-6 **(LOOK UP 36299 IN THE SEARCH BOX)**, By: Lynne Murnane, Tony Peters, Veronica Smith, Tara Roberson-Moore . Published by Fire Protection Publication; 930 North Willis, Stillwater, OK 74078 (800-654-4055). Cost: \$87.00 + FREE ground shipping Fedex. Rush order are available. The book may be purchased online from www.ifsta.com as well as other retailers.

INTERNATIONAL FIRE CODE, 2012 Edition, Copyright 2011; ISBN: 978-160983-046-5(soft-cover) or 978-160983-046-8 (loose-leaf), By: International Code Council. 11711 W 85th Street, Lenexa, KS 66214 (800-786-4452). Cost for Loose Leaf: \$129.00; Cost for Soft Cover \$113.00 + approx. \$15.00 Shipping Fedex. The book may be purchased online from www.iccsafe.org as well as other online retailers.

CITY OF HOUSTON AMENDMENTS TO 2012 INTERNATIONAL FIRE CODE WILL BE DISTRIBUTED AT QUARTERMASTER WITH GUIDELINES.

THE FOLLOWING HOUSTON FIRE DEPARTMENT GUIDELINES are included in the study material:

VOLUME I – ADMINISTRATION

I – 01	RULES AND REGULATIONS	DATED 08-01-12
I – 14	CITY ASSIGNED VEHICLES	DATED 08-01-05
I – 16	MOTOR VEHICLE ACCIDENTS	DATED 08-01-05
I – 24	UNIFORM REGULATIONS AND PERSONAL APPEARANCE	DATED 01-02-14
I – 36	HFD HOME STORAGE VEHICLE GUIDELINE	DATED 08-01-05

VOLUME V – FIRE PREVENTION

V - 05	ASSIGNMENT OF PERSONNEL TO STANBY FIRE WATCH DUTY	DATED 11-14-04
V - 12	ASSIGNMENT OF VEHICLES	DATED 08-14-14
V - 13	STANDBY IMPLEMENTATION	DATED 02-01-08

The 2017 promotional examination for **INSPECTOR, HOUSTON FIRE DEPARTMENT**, will be written from the following sources: (continued):

LSB – LIFE SAFETY BUREAU STANDARDS

LSB - 01	INSTALLATION AND MAINTENANCE OF PORTABLE FIRE EXTINGUISHERS	DATED 05-01-12
LSB - 02	INSPECTION AND TESTING OF FIRE PROTECTION AND LIFE SAFETY EQUIPMENT	DATES 05-13-11
LSB - 03	FIRE DEPARTMENT ACCESS	DATED 05-01-12
LSB - 05	KEY BOXES	DATED 05-01-12
LSB - 08	FIRE DRILLS	DATED 12-31-10
LSB - 10	LP-GAS AND OPEN FLAME USE	DATED 05-01-12
LSB - 11	ROOFING OPERATIONS	DATED 05-01-12
LSB - 22	TENTS AND OTHER MEMBRANE STRUCTURES	DATED 05-01-12
LSB - 25	SAFETY INSPECTIONS FOR VEHICLES ON INDOOR DISPLAY	DATED 05-01-12

EO 1-50 WORKPLACE DISCRIMINATION AND HARASSMENT DATED 04-06-12

THE HOUSTON FIRE DEPARTMENT GUIDELINES FOR THE 2017 INSPECTOR EXAMINATION are available as a package from the Houston Fire Department, at the Quartermaster, in the Logistics Building, Room 102, 1205 Dart Street, Houston, Texas, 77007. The guideline packet is being provided to applicants free of charge by The Robert Garner Firefighter Foundation. (Picture I.D. is required and the package must be picked up in person).

PLEASE NOTE: Employees who will be eligible and who are interested in taking the examination should obtain the above books promptly in case a supply shortage should occur later in the year. Only the publishers' prices for the above books are listed. Prices may vary if books are obtained from any other sources. Questions for this promotional examination will be taken solely from the materials listed in this announcement. If resource materials are obtained through any source other than the quartermaster as specified herein, (e.g., internet, etc.), any discrepancy in the materials obtained through another source will **not** be allowed to support a challenge to an exam question based on such discrepancy, in whole or in part.

PLEASE NOTE: A study aide will be emailed to applicants. Information contained in tables, graphs, pictures, highlights, etc. within the chapters/ section/ portion of the sources listed for study in this announcement may be included in the examination.

ORIENTATION: Classified Testing will conduct a Test Process orientation on June 9th at 9:00 and June 12th at 1:00 pm at the EB Cape Center, Room 111. If unable to attend one of scheduled sessions, please contact Classified Testing at HFDCST@houstontx.gov.

DATE AND TIME OF EXAMINATION: The examination will be given at **9:00 a.m. on Wednesday, August 23, 2017** at the Bayou City Event Center, 9401 Knight Road, Houston, TX 77045.

DATE OF ANNOUNCEMENT: May 24, 2017

Please Post Until: August 22, 2017

AN EQUAL OPPORTUNITY EMPLOYER M/F