

October 4, 2019

**FIREFIGHTERS' AND POLICE OFFICERS'
CIVIL SERVICE COMMISSION**

**NOTICE OF SOURCES FROM WHICH QUESTIONS FOR FUTURE PROMOTIONAL
EXAMINATIONS FOR FIRE EQUIPMENT ENGINEER (GRADE II) WILL BE
TAKEN.**

This notice cancels all previous notices regarding sources for promotional examination questions for the Fire Equipment Engineer (Grade II) position, and questions for future promotional exams will be taken from the following sources:

Pumping and Aerial Apparatus Driver/ Operator Handbook, 3rd Edition – IFSTA
ISBN: 978-0-87939-571-1
<https://www.ifsta.org/shop/pumping-and-aerial-apparatus-driver-operator-handbook-3rd/36723>

The Functional Fire Company: Positioning Small Groups for Success and Survival – Fire Engineering. J. Scott Thompson. 2019
ISBN: 978-1-59370-455-1
<https://www.amazon.com/Functional-Fire-Company-Positioning-Survival/dp/1593704550>

Waco Fire Department Emergency Operations Manual 09-16-2019 Version. Download Below:
[https://intranet.waco-texas.com/cms-fire/userfiles/file/EOM%2009-16-19%20Updated\(1\).pdf](https://intranet.waco-texas.com/cms-fire/userfiles/file/EOM%2009-16-19%20Updated(1).pdf)

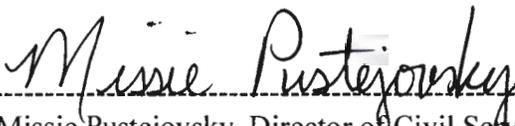
Community Risk Reduction Planning: A Guide for Developing a Community Risk Reduction Plan, Version 4.0. Vision 20/20. John A. Stouffer. Download Below:
https://intranet.waco-texas.com/cms-fire/userfiles/file/CRR-Planning-Guide-v4_0.pdf

**City of Waco Policies and Procedures (Administrative Section) located in R:
Drive/Fire/Promotional Examination Material. Delete ADM-5, ADM-7, ADM-13 and
ADM-22.**

ADM – 1 Equal Employment Opportunity	Revised 03/02/16
ADM - 2 Harassment Free & Non-Discrimination	Revised 11/21/16
ADM – 3 Nepotism	Revised 04/13/06
ADM – 4 Alcohol & Controlled Substance Abuse	Revised 04/17/15
ADM – 6-B Smoke/Tobacco Free Workplace	Revised 02/01/95
ADM – 8 Ethical Conduct	Revised 01/14/19
ADM – 9 Investigation of Fraudulent Activities	Revised 01/14/19
ADM – 10 Employee & Department Request for Grants from Outside Agencies and Organizations	Revised 07/11/16
ADM – 11 Standards of Conduct	Revised 11/21/16
ADM – 12 Electronic Media & Internet Usage	Revised 11/21/16

**This Notice is Being Posted
at Waco City Hall on the
4th Day of October, 2019
at 4:00 AM/PM**

ADM – 14 Employee Behavior Regarding Political Activity	Revised 04/17/15
ADM – 15 Social Media	Revised 04/04/16
ADM – 16 Donations Acceptance	Revised 11/21/16
ADM – 17 Unmanned Aircraft	Revised 12/07/18
ADM – 18 Public Information Policy	Revised 01/14/19
ADM – 19 Incident Investigation Policy	Issued 04/04/18
ADM – 20 Computer Security Incident	Issued 09/10/18
ADM – 21 Media Relations	Issued 09/10/18



Missie Pustejovsky, Director of Civil Service