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STEPHEN D. COAN
STATE FIRE MARSHAL

MEMORANDUM

TO: Heads of Fire Departments
Members of the Massachusetts Fire Service

FROM: Stephen D. Coan, State Fire Marshal

DATE: September 1, 2012

RE: **Printed Materials for Fire Academy Courses**

As many of you are aware, a significant number of training organizations, including the National Fire Academy, are moving away from the printing and distribution of training materials to a system where students can download their own materials from the internet. This measure provides several benefits including a reduction in paper usage, allowing the student to have access to more materials, and provides easier access to the materials for student reference after the class.

Beginning this fall semester, the Department of Fire Services / Massachusetts Firefighting Academy will be moving to the electronic delivery of student materials for the majority of our programs. We will continue to provide printed materials for our 12-Week career recruit program, the Call and Volunteer recruit program and any programs that contain sensitive information (for example our Counter Terrorism Operational Program.)

All of these course materials will be available in PDF format from the DFS website. Upon registering for a program with electronic course materials, students will be provided with the link to download these materials. Students may choose to print these materials, view them on a laptop or tablet computer, or transfer them to an ereader for use in class.

Please feel free to direct questions on this new program to academy director Ed Walker at edmund.walker@state.ma.us or (978) 567-3114.

Administrative Services • Division of Fire Safety
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