



**DEPARTMENT OF BUILDING SURVEYING
FACULTY OF ARCHITECTURE, PLANNING AND SURVEYING
UNIVERSITI TEKNOLOGI MARA
CAWANGAN PERAK
KAMPUS SERI ISKANDAR**

**MAINTENANCE PROCEDURE AND PRACTICE
(E-ADUAN)**

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DIPLOMA IN BUILDING SURVEYING**

**PRACTICAL TRAINING REPORT
SEPTEMBER – DECEMBER 2018**

**DEPARTMENT OF BUILDING SURVEYING
FACULTY OF ARCHITECTURE, PLANNING AND SURVEYING
UNIVERSITI TEKNOLOGI MARA
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MAINTENANCE PROCEDURE AND PRACTICE INSIDE THE UITM PERAK

MARCH – JULY 2018

This practical training report is fulfilment of the practical training course.

PREPARED BY : AFA RAYSAD HARIRIE BIN SAHRA
SUPERVISING LECTURER : PUAN INTAN BAYANI ZAKARIA

DECLARATION:

I hereby admit that this report is the result of my own efforts, except for the certain parts that are attached from sources that specified in reference chapter.

Prepared By:



.....
(AFA RAYSAD HARIRIE BIN SAHRA)

Date: 8/1/19

Approved By:



.....
(PUAN INTAN BAYANI ZAKARIA)

Date: 8/1/19

ACKNOWLEDGEMENT

The internship opportunity I had with Bahagian Pembangunan dan Pengurusan Faciliti (BPPF) UiTM Seri Iskandar was a great chance for learning and professional development. Therefore, I consider myself as a very lucky individual as I was provided with an opportunity to be a part of it. I am also grateful for having a chance to meet so many wonderful people and professionals who led me through this internship period. Firstly, I would like to thank to ALLAH SWT because with His blessing, I finally finish my practical training report on time. I also would like to express highest gratitude to all those who have given the assistance and cooperation in many forms whether it is in terms of physically or technically in the completion of this report.

Bearing in mind previous I am using this opportunity to express my deepest gratitude and special thanks to my supervisor of BPPF who in spite of being extraordinarily busy with her/his duties, took time out to hear, guide and keep me on the correct path and allowing me to carry out my project at their esteemed organization and extending during the training. I express my deepest thanks to my supervisor which is En. Mohamad Nur Hafidz Ahmad, for taking part in useful decision & giving necessary advices and guidance and arranged all facilities to make life easier. I choose this moment to acknowledge his contribution gratefully.

My thanks are especially dedicated to Sr. Puan Intan Bayani and Sr. En. Mohd Nurfaizal as supervisor and coordinator practical training for the lesson that they give in how to manage, done and settle up this report and also their help in giving beneficial input for the report.

I perceive as this opportunity as a big milestone in my career development. I will strive to use gained skills and knowledge in the best possible way, and I will continue to work on their improvement, in order to attain desired career objectives. Hope to continue cooperation with all of you in the future.

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