



UNIVERSITI
TEKNOLOGI
MARA

Cawangan Melaka
Kampus Bandaraya Melaka

HRM 666

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INDUSTRIAL TRAINING REPORT



FELDA



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SURAT KEBENARAN

Tarikh : 23/01/2026

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Setuju



Tidak Bersetuju

Tuan/Puan

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Tajuk Laporan	LATIHAN INDUSTRI	Nama Syarikat	FELDA WILAYAH MEMPAGA

2. Tindakan ini adalah di bawah tanggungjawab dan kesedaran penuh oleh pihak organisasi.

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Yang Benar

.....
Nama Pegawai :

Jawatan :

No. Tel. :

No. Faks :


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EXECUTIVE SUMMARY

The report gives a summary of my six-month training with FELDA Wilayah Mempaga. During my training period, I had a focus on the Human Capital Management & Administration Department as well as the Land Management & Inheritance Department. I also helped out in several other departments, including: Community Economic Development, Community & Generation Development, Agriculture, Procurement, and Asset Management. My exposure to the different Departments has given me an appreciation of how the different Departments work together to support the organization.

In addition to working at FELDA Wilayah Mempaga, I worked for one month at the FELDA Mempaga 2 Office and the FELDA Mempaga 3 Office. As such, I was able to better understand how the regional offices operate and adapt to different working environments. During my time with the organization, I was involved in various daily activities including preparing payments for Community Sports Complex, completing the necessary paperwork for programmes, being involved as a secretariat for programmes, updating inheritance reports, recording paysheet changes in the database, and attending to other administrative functions.

Taking part in this Industrial training, I have greatly improved my skills in communicating with others, managing time, and working under pressure. One of the areas I learned to focus on during this educational experience was learning how to complete daily tasks with high levels of accuracy, responsibility, and efficient communication. This Industrial training also provided me with the opportunity to acquire new knowledge of the working environment and to increase my self-confidence and professionalism while working in the workforce.

I would like to extend my gratitude to all of the officers and staff of FELDA Wilayah Mempaga for providing me with their support, guidance, and cooperation throughout the duration of my internship. The teamwork I experienced, the work culture I learned, and the skills I developed will be among the most valuable and meaningful learning experiences that I have had to date. This Industrial training has greatly contributed to my growth as a person and as a future professional, and it has provided me with the skills and knowledge that will be essential to my career.

ACKNOWLEDGEMENT

I am truly grateful to Allah SWT, for allowing this opportunity to provide me with the patience, health and strength to accomplish my 6 months industrial training. I want to thank FELDA Wilayah Mempaga for allowing me to do my internship here. This has enabled me to acquire practical knowledge and skills and to be introduced to the professional world. I want to thank my supervisor Puan Semsassom Binti Abdullah for being a great supervisor and for her support in encouraging me to perform my duties in an effective and efficient manner throughout my training.

I also want to say thank you to my faculty advisor, Prof. Madya Dr.Nurazree Bin Mahmud for his continued support during my training. He has provided me with direction, advice and support throughout my training. Thanks to his supervision and guidance, I have been able to keep focused and motivated to meet the objectives of my training. Additionally, I am grateful for his support in completing my report during my training.

In conclusion, I want to express my gratitude to the entire team at FELDA Wilayah Mempaga, all of my family, friends, and everyone who has offered their support, encouragement, and assistance to me throughout this internship. Without the combined efforts of each and every one of these people, I would not have had the opportunity for such a wonderful and meaningful experience as I have had while completing this internship as a part of my education.

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*"Mempaga Membara,
Mempaga Juara"*



ولا يهزم



PAGA



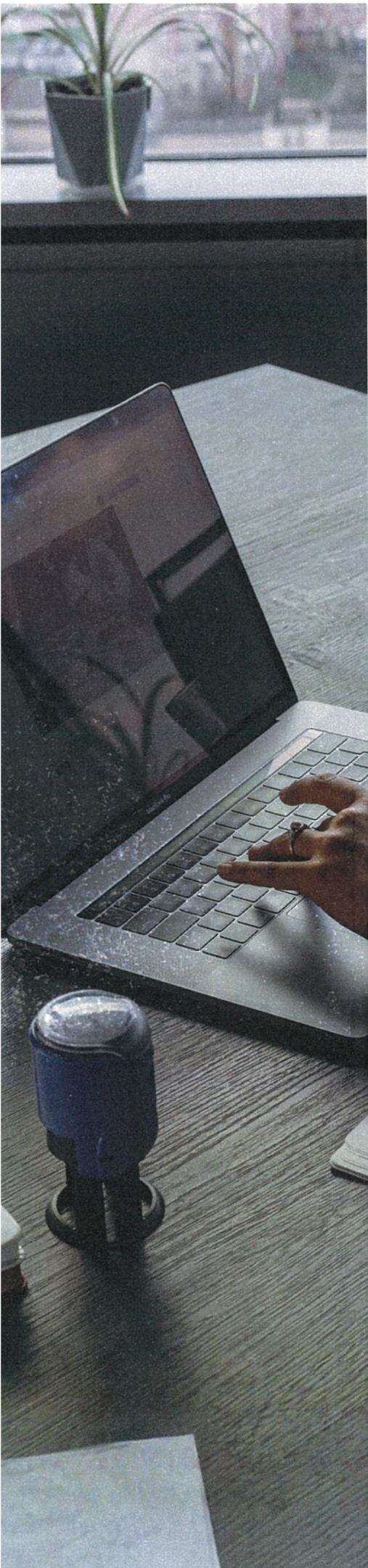


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