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UNIVERSITI
TEKNOLOGI
MARA



DIPLOMA IN PLANTATION INDUSTRY MANAGEMENT

AGR390 INDUSTRIAL TRAINING REPORT

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PART : 6

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PRACTICAL LOCATION : PALMLYN ESTATE
SDN. BHD

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Acknowledgement

Prima facea, I am grateful to the God for the good health and wellbeing that were necessary along this 3 month practical at Palmlyn.Sdn.Bhd which located at Balingian Mukah. It is more challenging and tough when we applied what we learn in books on field. I am grateful to Palmlyn estate which under Subur Tiasa company for agreed to accept me as trainee and enable myself to complete my final semester practical.

I would like to express my deepest gratitude to Mr. Alex Yii Toh Ngie (Plantation Controller), Mr. Hassan Bin Onui (Estate Manager), Mr. Sii Ho Seng (Estate 2 Assistant Manager), Mr. Renang Juti (Phase 2D Supervisor) and Mr. Kenny Belly (Phase 2D Staff) whose had endlessly contribution in stimulating, suggestion and encouragement in helping me coordinating especially in daily activities. We were given permission to explore and using any required equipment and materials along the practical period.

Furthermore, I would like to thanks deeply to our Diploma In Planting Management (DPIM) lecturer, especially to Sir Syukrie Bin Abu Talip for his advise, knowledge, support and endless responsibility towards us.

Finally, many thanks to my family, brother n sister who had support me from the beginning until now. Without them, this report would incomplete. Beside that, special thanks to my friends who always by my side through out the upside down.

Arrangement of daily activities.

Palmlyn daily activities basically started by morning muster 5:45 a.m in the morning every day by pooling in front of the office. Our morning muster will be attended by Plantation Controller, Estate Manager, Assistant Manager, Supervisor, and Field Conductor from Estate 1(Phase 1A, Phase 1B, Phase 1C), Estate 2(Phase 2B, Phase 2C, Phase 2d), and Estate 3(Phase 2A, Phase 3a, Phase 3B). Also attended by Storekeeper, Security Guard and JKR (Jabatan Kerja Raya). Each Field Conductor from every phase will voice out their daily tonnage report and then short briefing or sharing from our PC or Estate Manager. Then, we will go to workers quarters have short morning muster with them and organize their daily activities. I had been located at Estate 2 (Phase 2D).

Afterwards, we will have our breakfast at canteen. At 8 o'clock, all staff of Palmlyn will go to office to conduct our paperwork. I am learning and helping Mr. Kenny to updating daily production summary, interval whiteboard schedule and maintenance workers daily activities check roll. Here, all workers are from Indonesia which stated as Tenaga Kerja Indonesia (TKI). Beside that, if there any completed job done by them, I will make a work proposal to claim that their work follow company standard and qualified to be paid. All of their job completed throughout the month will be recorded to make their payment slip on closing which 25th at the end of month. The daily tonnages of FFB harvested will be monitor and recorded closely to avoid any miscalculation by the end of the month.

Palmlyn estate applied 10 hours working days. We have our lunch on 12noon and continue again our work by 2 p.m until 5 p.m. During this 3 month practical, I had been located in Phase 2D and carried out work that at the same level of field conductor. Our harvester are from contracter which under Era Jaya company of total 19 harvester. Our maintenance workers are from Estate (T.K.I) of total 8 workers which 4 of them is Wolf driver (loading FFB).

By 5 p.m, our duty will off and having dinner at canteen. However, if there is any job wanted to do at office, every staff are pleased to carry on.

MANPOWER

1. **Assistant Manager** -Phase 2D is under Estate 2 which in full control of Assistant Manager Mr. Sii Ho Seng whose is responsible in becoming leader on carried out orders from Estate Manager and ensure the whole programs issued are went well and give good result. The monthly crop production target is his main focus. He also responsible to solve any problems occur in Estate 2.
2. **Supervisor** -One supervisor in charge is Mr. Renang Juti. His main focus will more direct to Phase 2D only. He is responsible in carried out programs in harvesting and maintenance. Mr. Renang Juti will supervise every activities occur in Phase 2D. He must know how giving orders and supervise his workers. Any problems occur, he must be the first person to know.
3. **Field Conductor** -The Field Conductor in charge of harvesting and maintenance is Mr. Kenny Billy. He is the person whose get real close to the workers and must monitor all activities every day. Mr. Kenny will record and wrote down daily production and any maintenance activities in daily check roll.
4. **Mandore** -We have one Mandore, Mrs. Nanni who will monitors our maintenance workers daily activities and ensuring their work are completed and giving good result or following the company standard on each activities conducted.
5. **Bunch Checker** -We also have one Bunch Checker whose is responsible for grading all daily fresh fruit bunches harvested. All daily total bunches and tonnage will be wrote down and recorded and by the end of month, summary of total production will be known.
6. **Harvester** – All of our harvester are under Era Jaya Company. However, all of this harvester has to follow Estate rules and right standard in harvesting.
7. **Maintenance** – All of our maintenance workers are T.K.I which 4 of them are wolf driver and 4 others are individual that carry our maintenance programs.