



اَوْنَبُوْرَسِيَّتِيْ تِيَكُوْلُوْ كِيْ مَبَارَا
UNIVERSITI
TEKNOLOGI
MARA



INDUSTRIAL TRAINING REPORT

HORMAT PASIFIK & BUDI NASIB SDN. BHD

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PROGRAM :

DIPLOMA IN PLANTING INDUSTRY MANAGEMENT

TRAINING DURATION :

6 DECEMBER 2016 - 10 MARCH 2017

PREPARED FOR :

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ACKNOWLEDGEMENT

Most of all, I want to acknowledge and thank to Allah s.w.t with my deepest gratitude for the miracles He has performed in my life for the completion of this practical report. I am able to complete this assignment which facilitated the completion on this industrial training report. This Industrial training report would have not been carried successfully without the cooperation from many parties who contributes in preparing and completing this study.

On 6 DECEMBER 2016 , I have started my industrial training at HORMAT PASIFIK \$ BUDI NASIB SDN.BHD at Bintulu and ended on 10 March 2016. I have learned a lot of things in 3 months of industrial training of period. Anyways, I would like to give my thanks to both of my parent, Mr Sazali bin Hj Jaya and Mrs Jeliah binti Johari for their endless moral support and also financial support.

Next, I would like to express my deepest appreciation to all those who provided me the possibility to complete this report. A special gratitude I give to my supervisor from University Technology Mara (UITM) Sarawak so do called as my lecturer, Mr Muhammad Syukrie Bin Haji Abu Talip, whose contribution in stimulating suggestions and encouragement, helped me to coordinate my industrial training especially in writing this report.

Furthermore, I would also like to acknowledge with much appreciation to manager of HORMAT PASIFIK & BUDI NASIB SDN.BHD, my supervisor in -charge. Thanks for all the guidance and knowledge as I'm working here as a trainee. Special thanks goes to all the staffs for the warm welcomed and a very nice facilities that had been provided for me in order to complete my industrial training.

During these 3 months as a trainee, I am exposed to many excellent experiences which are very meaningful and valuable for me to learn and carry out when I face the real world of working in the future. In this period, I have learned to work as a team and learned how to communicate with community who came from differences ages and life background.

INTRODUCTION

Introduction of Industrial Training

Industrial training is a medium where the students will be introduced to the real situation in the firm besides to give exposure and experience to the students about the real situation in their respective fields and early preparation for students before they enter the working world. Industrial training is a prerequisite to the award of Diploma students in Planting Industry Management, University Technology Mara. For sessions from DECEMBER UNTIL MARCH. I was following industrial training for three months, starting from 06 DECEMBER 2016 until 10 MARCH 2017.

The Importance of Industry Training

Industrial training is one of the branches of which will provide an opportunity for each student to practice all what has been learned in class to use when attending industrial training. It also can be seen from different views, as an example, indirectly it can refine skills already found in the student's own and acquire skills and knowledge in a particular field of work through training industry that has followed.

In addition, industrial training also helps the student to reduce nervousness and feeling awkward when students face a real working world and will realize the ambition and dreams while studying. All the solutions done during industrial training conducted, students will gain experience in resolving a problem and be a coming of age for our self. Indirectly, it will provide awareness to each student that the situation at work is actually not as easy as like what they have learned in theory and practical.

On the other hand, industrial training is very important because it can facilitate students to apply for suitable positions for them after graduation. These things could not doubt because employment firms generally very stressed people with high knowledge as well as having work experience. Therefore, it is not impossible for the company to offer a place for former trainees after they finish their studies.

Morning Muster

Morning muster is the first activity in the early morning before workers goes to field. Morning muster usually start before the worker go to do their task and it is for the workers to hear any information and advice from manager or Field staff. It is very important for worker for present and not misses every morning muster every day.

The importance of morning muster

- ✓ The manager, staff and workers should go to morning muster on time.(punctual)
- ✓ The morning muster must be organized well.
- ✓ Staff on duty will take the presence of each employee.
- ✓ In addition, the purpose of morning muster done on every morning is to update employees with new information, reminders.
- ✓ After that, the staff on duty will provide distribution of work to each employee.
- ✓ Finally, farm foremen will ensure that each employee will do the work that has divided them.