

## DEPARTMENT OF BUILDING SURVEYING FACULTY OF ARCHITECTURE, PLANNING AND SURVEYING MARA UNIVERSITY TECHNOLOGY

## MAINENANCE MANAGEMENT OF LOCAL AUTHORITY BUILDING(MAJLIS BANDARAYA MELAKA BERSEJARAH)

NUR HIDAYU BINTI ZORKAFLI (2006699852) BACHELOR OF BUILDING SURVEYING

## **ABSTRACT**

MBMB(Majlis Bandaraya Melaka Bersejarah )mostly the biggest name in Melaka. The major function of MBMB is to take care of its own authority. MBMB have their own objective which is to make Majlis Bandaraya Melaka Bersejarah a strong, dynamic, and excellent organization, to become the main force in shaping the Historical City of Melaka in terms of development and appeal, to maximize the services to the community and last but not least to unite the community more effectively.

The objective of this research are There are some objectives that have to be achieved in order to complete this research. Among them are to study the current practice of maintenance management in government building of Majlis Bandaraya Melaka Bersejarah(MBMB),to identify the problems occur in maintenance management system, to know the satisfaction/perception of the users/occupants to recommend the solutions for the problems.

The research done to identify the current practise of maintenance use by Majlis Bandaraya Melaka Bersejarah(MBMB) and to determine the problems that always occured in MBMB management system. Research also been done to know the real situation of maintenance program in MBMB.

Methodologies of this dissertation involved 3 main steps which is by distributing questionnaire, interview the staff at the maintenance department and observation of the buildings at the site. But the first step is by discussing with supervisor no how to

make this dissertation complete and success, list down all activity that must be attached to this dissertation and make references from books and internet.

The conclusion is MBMB have their own maintenance program and that program must be research in order to get the best satisfaction among their building occupant and last but not least they need strong organization chart as a guide to their staff.

## **TABLE OF CONTENTS**

CHA	PTER ONE1
INTR	ODUCTION1
1.0	INTRODUCTION1
1.1	OBJECTIVE3
1.2	SCOPE AND LIMITATION3
1.3	ISSUE AND PROBLEM4
1.4	METHODOLOGY OF STUDY5
1.5	STURCTURE OF CHAPTER7
CHAI	PTER TWO10
BUIL	DING MAINTENANCE AND MANAGEMENT10
2.0	BUILDING MAINTENANCE DEFINITION10
2.1	CLASSIFICATION OF BUILDING MAINTENANCE11
	2.1.1 Maintenance of cleaning services11
	2.1.2 Building maintenance and infrastructure11
	2.1.3 Maintenance for building facilities(services)12
2.2	MAINTENANCE ACTIVITY13
2.3	FUNCTION OF BUILDING MAINTENANCE14
2.4	OBJECTIVE BUILDING MAINTENANCE15
25	FACTORS OF DAMACES OCCUPS

2.6	BUILDING MAINTENANCE MANAGEMENT	20
	2.6.1 Introduction	20
2.7	MANAGEMENT DEFINITION	20
2.8	MANAGING IN MAINTENANCE	22
2.9	BASIC MAINTENANCE MANAGEMENT	22
2.10	MAINTENANCE MANAGEMENT ORGANIZATIONS	23
2.11	FUNCTION MAINTENANCE ORGANIZATION	23
2.12	BUILDING MAINTENANCE MANAGEMENT SYSTEMS	25
	2.12.1 Types of maintenance	25
	2.12.2 Planning maintenance system	26
	2.12.3 Schedule system	27
	2.12.4 Contingency maintenance system	28
2.13	ENERGY WORKS (EMPLOYEE)	28
	2.13.1 Direct labour system	29
	2.13.2 Contract out	29
	2.13.3 The comparison between direct labour and contract out	29
2.14	MAINTENANCE STANDARD	31
	2.14.1 Determine maintenance standard	31
	2.14.2 Instruction of Maintenance standard	32
2.15	CONSTRAINT FOR MAINTENANCE EFFECTIVENESS	33
2.16	SUMMARY	3