



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

**MAINTENANCE PROGRAMME AT MENARA TABUNG
HAJI KOTA BHARU**

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2015748085
DIPLOMA IN BUILDING SURVEYING**

**PRACTICAL TRAINING REPORT
SEPTEMBER 2018 – JANUARY 2019**

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

PREPARED BY : NUR AIN FARHANA BINTI NOR WADI
SUPERVISING LECTURER : (SR DR NOREHAN BT DATO' HJ MOHD NOOR)

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.

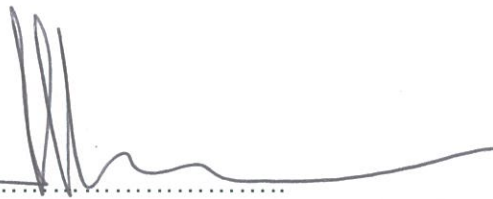
Prepared By:



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(NUR AIN FARHANA BINTI NOR WADI)

Date: 7 DECEMBER 2018

Approved By:



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(SR DR NOREHAN BT DATO' HJ MOHD NOOR)

Date: 7 DECEMBER 2018

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From the bottom of my heart, I would like to thanks to persons who was helped in finishing and completing this assignment for final task of BSR 360 practical training from 3.9.2018 until 31.12.2018. First and foremost, I would like to thanks to my beloved parents that always give support in terms of finance and spirit until this day during the process completion of this task. Do not forget also to all my friends and people who constantly give some inspiration and share some ideas in completing this task.

Secondly I would like to express my gratitude to the company Menara Tabung Haji Kota Bharu for allowing me to complete my task for last year student of Universiti Teknologi Mara Perak which is industry training in your company. I would also like to thank to the project team and staff of Tabung Haji Universal Builders Kota Bharu Sdn Bhd (THUB). Also thank you infinitely I dedicate it to my supervisor Mr. Mat Sarif Bin Khamis who never tired and stingy in sharing knowledge in the field of maintenance management. They has helped me in completing the work and gave valuable guidance to me practice in a real job.

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ABSTRACT

This report is about the maintenance management of Menara Tabung Haji Kota Bharu that is located at the Kelantan. It is including the process of maintaining and operating in TH building which is maintained for internally. In this report it has put all the information that has been collected at Menara Tabung Haji Kota Bharu, Kelantan.

Menara Tabung Haji is located at Kota Bharu, Kelantan. This building is an office building that at completed in year 1884. This building has 11 level of floor and one basements. This Menara Tabung Haji has the gross total area of site 66,351m². This building completed with the broadband facilities increase their infrastructure and attract more company rent at this building. This building has the basement that used as parking area and many of office lots inside the building. This building was maintained by Tabung Haji Universal Builders (THUB) and their office located at the 3rd floor at Menara Tabung Haji.

In my case study that has many type of the maintenance management that I have learn and put inside this report. Besides there is also has the maintenance programme and maintenance schedule reported in this report.