

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

ELECTRICAL SERVICE (COMPLETE)

MUHAMMAD HILMAN BIN MOHMAD OMAR 2014696872 DIPLOMA IN BUILDING SURVEYING

> PRACTICAL TRAINING REPORT DECEMBER 2016 – MARCH 2017

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:

(MUHAMMAD HILMAN BIN MOHMAD OMAR)

Date:

Approved By:

(PN.SURIANI BINTI NGAH ABDUL WAHAB)

Date:



ACKNOWLEDGEMENT

Assalamualaikum,

First of All, I would like to convey my sincere appreciation to the almighty Allah for giving me the strength and the ability to finish the task within the planned time. Then I would like to express my sincere gratitude to everyone who contributed towards preparing and making this study successfully. To prepare this internship report considerable thinking and information input from various sources were involved.

I would like to express my sincere and immense gratitude to my internship supervisor Sr.Suriani Ngah Abdul Wahab, faculty member of Building Surveyors Department, Universiti Teknologi Mara Perak, Seri Iskandar. I am deeply indebted to his whole hearted supervision to me during the internship period. Her valuable suggestion and guideline helped me a lot to prepare the report in a well-organized manner.

Alhamdulillah, I would like to praise to Allah for giving me strength to complete this report completely. I would like to thank to our supervisor (my boss), Mr Gregrory Peris who always gave me support and give more information four me to complete a report perfectly. All of them guide, advice and assist me in completing this report. It is quite hard. With the guides, I have success and submit it on time.

Thanks to coordinator of engineering departments and also all staff in engineering department that assist and guide me, teach and give some new of knowledge to me during my internship training for 4 month. I like to thanks to my parent who give support to finish this report. I'm very happy because I got a lot of information from my internship from A to Z I learn and finish this report







TABLE OF CONTENTS

CONTENTS	PAGES
CHAPTER 1: THE DETAIL OF PROPERTY	1
1.1.1 INTRODCUTION COMPANY BACKGROUND	2
1.1.2 BUILDING DESCRIPTION	3
1.1.3 ORGANIZATION CHART	4
1.1.4 LOGO OF IMPIANA	5
1.1.5 VISION AND MISSION	6
1.1.6 LOCATION PLAN	7
1.1.7 ADJACENT BUILDING	8 - 9
1.1.8 FACILITIES AND BUILDING SERVICES	10-12
1.2.1 MISSION, VISION AND OBJECTIVES DEPARTMENT	13
1.2.2 ORGANIZATION CHART OF DEPARTMENT	14
1.2.3 SCOPE OF WORK ENGINEERING DEPARTMENT	15-17
1.2.4STANDARD OPERATING PROCEDURE IN	
ENGINEERING DEPARTMENT	18-22
1.2.5 INTERNAL SERVICE PARTNER STRATEGY	
DEVELOPMENT	23-24
1.3 SUMMARY	25







ABSTRACT

This report is about the industrial training at Impiana Hotel, Ipoh for 4 months from 1 December 2016 - 31 Mac 2017. The aim of this report is to summarize the knowledge and activities during internships period. For this industrial training, I have been placed at engineering departments which are operation team and preventive team. In engineering department have operation team, preventive team and boiler team. For the operation team, they do the operation when that have complain for guest and have work order to being repair. For the preventive team is in actions at the prevention of breakdowns and failures. Meanwhile, for the boiler man control the boiler room to make sure boilers to heat water, hot water or steam in good condition. Throughout this industrial training, I have been exposed various equipment used in working environment as preparation before working in real life.

