



DEPARTMENT OF BUILDING SURVEYING
FACULTY OF ARCHITECTURE, PLANNING AND SURVEYING
UNIVERSITI TEKNOLOGI MARA
PERAK

FINAL PROJECT (BSB314)

**CASE STUDY:
WISMA NAZA BUILDING SUNGAI BESI
KUALA LUMPUR**

PREPARED BY:

MUHAMMAD ZULHILMI BIN MOHD YUSOF	2013810486
MUHAMMAD ARIEFF BIN KHAIRUL AKHWANIZAM	2013696586
MUHAMMAD FADHLI HAKIM BIN RAZAK	2013623596
IZZATI THAQIFAH BINTI MUHAMMAD ROSDI	2013830864
NOR SYAMIMI BINTI MAT	2013258264

DIPLOMA IN BUILDING SURVEYING

SEMESTER
JUNE 2015 – NOVEMBER 2015

ACKNOWLEDGEMENT

Alhamdulillah, with the blessing from Allah s.w.t , we have finished this Integrated Final Project on time with the help from many parties and our supervisor . Thanks to Almighty Allah for his blessing . Our appreciation to our lectures Encik Ridhzuan Bin Yahya and for our supervisor Puan Siti Zubaidah Binti Hashim for their help and fully supported . Also special thanks to our parents that have taken good care for us and guide us to be strong enough to complete this task. Those who involved either directly or indirectly to help this project complete , thanks a lot and may Allah bless all our days.

The research have been done at Wisma Naza Company at Sungai Besi , Kuala Lumpur as our case study . Besides that, we are not forget to Encik Al-Sha'ari Bin Othman for cooperate give information and what we need in Integrated Final Project task. There are many things that we have to study about at the chosen building as the main subject to discuss . Maybe there is no problem along in our research to finish the project and Alhamdulillah , we have done our best and this is our report for Integrated Final Project (BSB314) course.

We still have done some weakness in this assignment because we are not totally perfect but we have tried our best and give a lot of commitment in this course. We hope this research will help us to improve our best and give a lot of commitment in this course . We hope that this research will help us to improve our knowledge as future building surveyor. Once again , a lot appreciation to all who are involve in this case . The best is from Allah , weakness is from us . Thank you.

TABLE OF CONTENT

CONTENTS	PAGES
ACKNOWLEDGEMENT	i
TABLE OF CONTENT	ii-iii
LIST OF FIGURE	iv-v
LIST OF TABLE	vi-vii
LIST OF CHART	vii
ABSTRACT	ix
CHAPTER 1	1
1.1 BUILDING BACKGROUND	2-3
1.2 BUILDING VIEW	4-5
1.3 SURROUNDING AREA	6-7
1.4 PROPERTY SUMMARY DETAIL	8
1.5 BUILDING OWNER	9
1.6 LOGO	10
1.7 FUNCTION	11
1.8 BUILDING ACCOMANDATION	12-13
1.9 FACILITIES PROVIDED	14-22
1.10 SUMMARY	23
CHAPTER 2	24
2.1 INTRODUCTION	25
2.2 ORGANIZATIONAL CHART OF THE COMPANY	26
2.3 ORGANIZATIONAL CHART OF PROPERTY DEPARTMENT	27
2.4 ORGANIZATIONAL CHART OF BUILDING SERVICE DEPARTMENT	28
2.5 SCOPE OF WORK IN PROPERTY AND SERVICE DEPARTMENT	29-31
2.6 ROLES AND RESPONSIBILITIES OF OUT SOURCE CONTRACTOR	32-33
2.7 SUMMARY	34
CHAPTER 3	35
3.1 INTRODUCTION	36-37
3.2 MAINTENANCE PROGRAM	38-40
3.3MANAGEMENT PLANNING	41
3.4 LIST OF CONTRACTOR INCHARGE IN EACH ELEMENT	42
3.5 SCHEDULE OF MAINTENANCE WORK	43-60
3.6 FLOW CHART OF PROCESS MAINTENANCE AT THE WISMA NAZA	61
3.7 SUMMARY	62

ABSTRACT

Alhamdulillah, lastly we are finished the task of Integrated Final Project. We are achieved the scope of work for this final project that we found out about the building which is about the detail of property, their maintenance management, maintenance policy and planning on that building, building design and technology design to relate with the maintenance work aspect, condition assessment of the building maintenance strategy, legal aspect of that building, and financial aspect for their maintenance work. This paper works presents the result of the studies performed in the Wisma Naza Properties at Jalan Sungai Besi Kuala Lumpur. It was about how the maintenance management on that building was ongoing. In the survey and inspection work, the interview is done by us and lead by Mr. Alshari bin Othman as technician on that building. We were taken to observe the current system and operation at the building. The result from the interview and survey works has been done at the Wisma Naza Properties, we found out they use a manual maintenance system. The conclusion is the maintenance management is important for give a comfort to the occupant and it also help to prolong the life cycle of the building.

1.1 INTRODUCTION

Wisma NAZA Company offered 33520 sqf of gross floor area with the square shaped floor plan . The building is consider as high-rise building even though it only have 8 floor include ground floor , mezzanine floor and have 2 basements.

The Wisma Naza building built at 1986 and finished 3 years after that. This building at the first is own by Sri Kemaman Sdn Bhd , after that NAZA GROUP buy that building make it as one of their brances . The HQ were located at Kg Pandan, Kuala Lumpur .The HQ were monitoring by their family . As we can see, in this building every floor have tenants from others company like ground floor, mezzanine floor and the other floor. Naza office placed at the top of the building . For the is first floor is Public Bank Loan, second floor is Pentadbiran SPPA SDN BHD, the third floor was empty because there have no tenant yet . Then for the fourth floor is Jabatan Hal Ehwal Khas, fifth floor is Education (M) Flight SDN BHD. This building is constructed in the middle of shop lots and housing area.

The Wisma Naza companies is only 30 minute drive away from the highway , making it is easier accessible from almost any direction . Public transport also available at there such as KTM , taxi and bus , make it easy to user .