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PROPERTY MAINTENANCE AND MANAGEMENT  
AT PUTRA WORLD TRADE CENTER

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**CHAPTER ONE:  
THE DETAIL OF PROPERTY**



## 1.0 INTRODUCTION

Building maintenance management is one of the important aspects in any property management. The understanding of the building maintenance and its filed area is a must for a professional Building Surveyor.

Building maintenance covers not only on the building facilities itself, as the need nowadays become more and mere complex i.e. changing on technology (technology movement and transferred), design requirement organization management, financial, legal and by-law. Maintenance can be define by:

*BS 3811, 1976 - "Work undertaken in order or restore every facility it every part of site, building or contents to an acceptable standard It also followed the combination of all technical and associated administration action intended to retain an item in or restore it to a state in which it can perform its require function."*

As every householder knows, property can be a source of concern as well as a measure of wealth. Time effort and money must be expended regularly if a building is to maintain its value and provide its occupiers with a satisfactory environment. The task obviously demands technical skills, but even on this micro scale management must be involved if the work is to be planned and implemented economically and effectively.

As the scale moves from micro to macro, so the problem multiplies. Maintenance budgets are easy to cut in time in financial strategy. The limited funds available are usually directed towards new building Tather than the upkeep of existing structure, with the result that the maintenance manager be faced with growing portfolio of responsibilities but diminishing resources.

Fortunately, there is growing awareness that maintenance has been overlooked and neglected for too long and maintenance expenditure should be accepted as an investment, which can show a real and attractive economic return. Such a return will only be realized, however if the maintenance function is properly managed.

Just as maintenance expenditure has been neglected, so has the development of management skills among those involve in maintenance at all levels. The problem is particularly acute in developing countries, where designers, managers and users have no guide-lines to assist them improving their skills and appreciating their roles property management in general, and building maintenance in particular.

This Integrated Final Project of Building Maintenance has been written to policy makers, managers and supervisors in PWTC building. It also directed towards contractors specializing in maintenance, as well as training and research institutions concerned with building maintenance. It is hope that this report will encourage greater interest in this neglected area among designers and others who influence the size and nature of maintenance needs.