



**DEPARTMENT OF BUILDING
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BUILDING MAINTENANCE

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ABSTRACT

Maintenance is a process of keeping the facilities of building or any kind of equipment to be free of damages or anything that may cause discomfort. It is also done to ensure that they are in a fully functional state. maintenance not only focuses on repairing work but also preventing the machineries from breaking down and protecting the buildings form any factor that could bring damage to the building. The study was done at an educational institution called Kolej FELCRA that is located at Bandar Baru Seberang Perak, 36800 Kampung Gajah, Perak. The main aim of this report is to determine the maintenance work required depending on the situation and problem. The objectives that needed to be fulfilled are identifying the problem or defect occurred and providing solution of maintenance work required to deal with the problem. The methods used to achieve these objectives were inspection, discussion and maintenance work. This report will also look at the efficiency of building maintenance in terms of management and the work done based on the guideline regarding the comfort and functions of the building facilities to ensure that it gives a better performance. At the end of this report, it will show how important it is for building maintenance to be done as it is one of the top priorities of building management.

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CHAPTER 1.0

INTRODUCTION

1.1 Background of study

Building maintenance is a term used to describe a set of work which involves inspecting, repairing, cleaning and maintaining. These works are applied to every building and its facilities to ensure that they are fully functional and in a good condition. The system used in the building also requires maintenance such as electrical system, air conditioning system, water piping system, sewer system, and other utility services. Maintenance not only focus on the inner facilities of buildings but also outer property of buildings. Some examples of outer properties of buildings includes landscape management, lawn care, street light system, and sprinkler system.

Building Maintenance can be classified into two groups which are planned and unplanned maintenance. Planned maintenance is usually carried out according to the schedule and the frequency of carrying out the maintenance work may vary depending on the type of work (MD Azree, 2015, p. 60). On the other hand, unplanned maintenance is carried out when the problem occurs during the time of emergency where people really need to use the facility or when it could cause hazards which puts other people's lives in danger (MD Azree, 2015,p. 60).

There are 3 types of maintenance that are efficiently carried out in building maintenance and the types are corrective maintenance, preventative maintenance and condition-based maintenance. Corrective maintenance is a process of maintenance and it is usually done when the problem occurred or potential hazard is detected. It could be carried out as both planned and unplanned maintenance. The advantages of corrective maintenance are that it requires less time to plan due to its simpleness of being carried out only when needed and it is also cost efficient. The down side of this is that it lacks safety because the repair work was not planned ahead of time so it may not perfect.

For the preventative maintenance, it is a process of preventing the probability of any damage occurring or system and machineries malfunction by conducting regular maintenance.