

اونيۏرسيتي تيکنولوجي مارا

UNIVERSITI TEKNOLOGI MARA

FACULTY OF PLANTATION AND AGRO-TECHNOLOGY

DIPLOMA IN PLANTING INDUSTRY MANAGEMENT

UNIVERSITY TECHNOLOGY MARA SARAWAK

MUKAH 2

INDUSTRIAL TRAINING 2 (FPA 310)

DEPARTMENT OF AGRICULTURE

JABATAN PERTANIAN DAERAH DARO



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Last but not least , I would like to thank all my friends that involve and helping me to complete the Industrial Training and complete this report.

CHAPTER 1

INTRODUCTION

1.1 GENERAL

Industrial training is one of the requirements for Diploma In Plantating Industry Management students of University Technology Of Mara to complete the semester . Generally , the period of this training is about 7 weeks . For this semester , the industrial training has been started from 16 July until 30 August 2018.

The objectives of the training are to practice the theories that we have been taught in the lecture and to expose ourselves to the real life working environment . Beside that , the training also applied to tighten the corporate relationship between the university and the agencies involved . The training also hopefully can improve the communication skills between the students and the others.

The purpose of writing the report of the industrial training is to familiarize the students on how to write a formal report is to record the activities that the students have done during the practical training and submit the report to the lecturer involved.

Industrial training is very important to the students because the training will train them to experienced a real work environment and the experience will be very useful for the studentd when they apply for a job after they graduated.

1.2 ORGANIZATION BACKGROUND

The organization that i have been attended to complete my industrial training is Jabatan Pertanian Daerah Daro . The office were located at Daro town Mukah Sarawak . The Organization was established in 1956 under Sarawak state government . Overall the number of workers in Jabatan Pertanian Daro was 19 workers. For Jabatan Pertanian Daro , the highest position is Assistant Senior Agriculture Officer (SAAO G.32) . Jabatan Pertanian Daro Head Officer is Mr Wahad B. Kawi(SAAO G.32) . It also has Sub-Station at Tekajong and Belawai. The Head Officer at the Sub-Station Tekajong Mr Hafizul B. Halik(AAO G.29) Station Belawai Mdm Rafiza Jumaaton Bt. Abu Bakar (AAO G.29).

Jabatan Pertanian Daro has 4 section of work. Eacch sections has different functions and scope of works . The section are included administration ,Fisheries, Industri Asas Tani Dan Ekonomi Keluarga (IAT) and Industri Tanaman(IT).

For my industrial training ,I have been placed in four sections. The sections that i have been placed are including administration ,Fisheries ,Industri Asas Tani Dan Ekonomi Keluarga (IAT) and Industri Tanaman(IT). Table 1.1 shows the work schedule prepared by Mdm Rafiza Jumaaton Bt. Abu Bakar , Assintant Agriculture Officer(on behalf of SAAO because he went to haij).

SECTION	PERIOD	SUPERVISOR
ADMINISTRATION	16 July – 20 July	Mdm. Agnes Henry Ak Medan Mdm Hajijah Bt. Dubei
FISHERIES	23 July-3 August	Mr. Adam Jakeras
INDUSTRI ASAS TANI DAN EKONOMI KELUARGA (IAT)	6 August – 17 August	Ms Angellina Stella Ak Pengabang Mr. Asmahil B. Othman
INDUSTRI TANAMAN (IT)	20 August – 30 August	All of the AAO

TABLE 1.2.1: WORK SCHEDULE