



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

PROCESS OF HOME IMPROVEMENT MANAGEMENT FOR POOR HOUSES UNDER
"PROGRAM PEMBASMIAN KEMISKINAN BANDAR" (PPKB) N MAJLIS BANDARAYA
MELAKA BERSEJARAH (MBMB) AREA OF ADMINISTRATIONS (PHASE 1) 2018

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DIPLOMA IN BUILDING SURVEYING

**PRACTICAL TRAINING REPORT
MARCH - JULY 2018**

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:

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Date:

Approved By:

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Date:

ACKNOWLEDGEMENT

First of all, I would like to express my deepest appreciation to Allah S.W.T who provided me the possibility to complete this report. A special gratitude I give to my coordinator for my Industrial Training, Sr. Nazhatulzalkis Jamaludin who contribute in stimulating suggestion and encouragement, and always helped to answer any of my curiosity along my Industrial Training.

Special thanks to my supervisor, Sr. Wan Samsul Zamani Bin Wan Hamdan, which is already guide me since the first day of this report has been made until the last day of submission and who is have invested his full effort in guiding me in order to complete this report.

Furthermore, I would like to acknowledge with much appreciation to staff in Majlis Bandaraya Melaka Bersejarah especially staff in *Jabatan Kejuruteraan Dan Alam Sekitar (Pengurusan Projek & Ukur Bahan)* for giving cooperation, teaching and assisting me in doing work at the office and because of them I have learned something new for example about how to manage government projects.

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ABSTRACT

The purpose for this Practical Training (BSR 360) is to make sure what I have learned from 1st semester until 5th semester can be applied during my internship. The other reasons is to gain new knowledge and experience in my workplace and how to communicate with other co-workers. It is compulsory for Building Survey students to carry out this report because it gave 40% from total mark before we been graduate.

By doing this project, I are required to knows about all information of Majlis Bandaraya Melaka Bersejarah (MBMB) and Jabatan Kejuruteraan Alam Sekitar (JKAS). I also need to know current project that handled by Project Management Unit under Development Division.

As conclusion by doing this Practical Training, I gain more information and knowledge about the how to manage project, sell quotation document and much more. I fell so glad because from this internship, I have knew everything on how to solve problem, how to work with professional workers and others. I hope that this report which has been done are followed requirement that are need by task and lecturer are satisfied with my report.