



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

**SPACE MANAGEMENT OF ACADEMIC BUILDING (POLITEKNIK SHAH  
ALAM)**

**MUHAMMAD SHAHREEL AMIZI BIN SHAMSUDDIN  
(2014438862)  
DIPLOMA IN BUILDING SURVEYING**

**PRACTICAL TRAINING REPORT  
DECEMBER 2016 – MARCH 2017**

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:

.....  
(MUHAMMAD SHAHREEL AMIZI BIN SHAMSUDDIN)

Date:

Approved By:

.....  
(SR AIDA AFFINA BINTI ABD GHANI)

Date:

## AKNOWLEDGEMENT

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

Alhamdulillah, I am very grateful to Almighty Allah (S.W.T) for his willingness in giving me guidance and good health to complete this practical training report successfully. First and foremost, I wish to express my deepest to my supervisor Madam aida afina for her guidance during preparation of this report. Her constant and comments have greatly contributed to the completeness of this report. Besides that, to complete this report I have contact many people that helping and advising me and also giving a lot of information for the research especially for Miss Shufa Syahidah bt Mohd Syukri as a Building Surveyor and also as a supervisor for my practical training (30 November 2016 – 31 Mac 2017). Very special thanks and appreciate go to her.

Thank you very much for my parents and family who are never stop giving me moral and support in ensure the best result for my practical training and without bless and pray from them, I will not success in my study. Thank you also for my fellow friends in helping me to collect the information. Lastly, to other parties involved in accomplishes this report directly or indirectly with honor respect, thank you very much. Without them, there would be no dissertation.

*Thank You.*

## **ABSTRACT**

The “Universiti Teknologi MARA” (UiTM) owns and uses an extensive portfolio of land and building assets in delivering its teaching and research programmed. This document provides a policy and management framework to ensure that these assets are maintained appropriately to support the University’s strategic objective. UiTM is first university which created inventory audit system in Malaysia. Inventory audit at Universiti Teknologi Mara run by Rafulin FMS Sdn Bhd as the main contractor. In order to achieve the vision to become a world class university, one of the condition that need to be fulfilled is that they need to have quality in civil, mechanical and electrical for academic facilities. Infrastructures which support individual in organization to achieve their vision, academic facility play a vital role in public university vision to become a world class university. However, quality academic facilities should accompanied by efficient and effectively facility management system. An efficient facility management system is not only able to utilize the use of the facilities but also can help manage the resources needed in the management process.

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