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**PRACTICAL TRAINING REPORT
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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.

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ACKNOWLEDGEMENT

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ABSTRACT

Facilities Management is very important toward building nowadays. All scope of facilities management is large including maintenance work is defines as a preparation of building care that was complete and ready to residence. Building maintenance can be dividing as planned and unplanned maintenance.

The planned maintenance is also can be dividing by two part that is preventive maintenance and corrective maintenance and preventive maintenance is dividing for two schedule maintenance and condition-based maintenance.

The case study that I have been chosen was Block 11A,Unit Keselamatan dan Penyelenggaraan. This building is totally 2 phases are ready to build but it is still have 7 phases under the planning of contractor because that have hold because of government budget sector. The condition of this building are still new suitable to make a work place for GFM and Security Police Officer.

The building maintenance programmed for this building is available and build by GFM own self. This building is use a work request or work order ,preventive maintenance and comprehensive maintenance for maintain their building for a long time.

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