



UNIVERSITI TEKNOLOGI MARA

**DEPARTMENT OF BUILDING SURVEYING FACULTY OF
ARCHITECTURE, PLANNING AND SURVEYING
UNIVERSITI TEKNOLOGI MARA**

**THE TYPE OF CONTRACTUAL CERTIFICATE AND
CONTRACTOR'S COMPLIANCE FOR CONSTRUCTION
PROJECT IN PUTRAJAYA**

NUR FILZAH SAFRA BT A'KASHAH

2012651014

DIPLOMA IN BUILDING SURVEYING

PRACTICAL TRAINING REPORT

DECEMBER 2014 – APRIL 2015

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:

.....

(NUR FILZAH SAFRA BT A'KASHAH)

Date:

Approved By:

.....

(PN. INTAN BAYANI BT ZAKARIA)

Date:

Supervising Lecturer

TABLE OF CONTENT

NO.	CONTENTS	PAGES
1.	TABLE OF CONTENTS	i-ii
2.	TABLE OF FIGURES	iii
3.	AKNOWLEDGEMENT	1
4.	OBJECTIVE	2
5.	ABSTRACT	3
6.	CHAPTER 1 : COMPANY BACKGROUND 1. COMPANY DISCRPTION 2. VISION & MISION 3. QUALITY POLICY 4. LOGO PJH 5. ORGANIZATION CHART 6. LOCATION PLAN 7. BUILDING ELEVATION 8. ADJECENT BUILDING	4-14
7.	CHAPTER 2 : LITERATURE REVIEW INTRODUCTION OF PROJECT INTRODUCTION OF TOPIC	15-17

ACKNOWLEDGEMENT

Thank you to Allah of his bounty finally successful completes the report. Without his this report would not be complete.

Thank you to Puan Zanzarida Binti Ibrahim Head Procurement & Contract Risk Management Division was my supervisor who gives full support to me along my practical.

Thank you to all the staffs at Procurement & Contract Risk Management especially to the Contract Risk Management Department (CRMD) that give me knowledge about the Extension of Time (EOT), Certificate and so on. All the knowledge and memories will not be forgotten.

Finally, thank you to my family and friends that give me support from the start of my practical until the end to complete this report.

ABSTRACT

The type of contractual certificate and requirement that needed to be fulfilled prior to issuance to contractor in Putrajaya is the topic for this practical report. The purpose of this report is for final submitted after practical training in last semester in Diploma Building Survey.

There are two type of method currently in this practical report. Firstly, find the type of certificate that is use for the construction in Putrajaya. The type of certificate such as Certificate of Non-Completion (CNC), Certificate of Practical Completion (CPC), Handover Certificate (HOC), Certificate of Making Good Defect (CMGD) and Final Certificate (FC).

Secondly, find the requirement that need to fulfil by contractor before getting the certificate. The contractor need to follow what is the Standard Form of Condition of Contract used before the certificate is released by Project Management Team (PMT).