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CASE STUDY:

MENARA SERI WILAYAH, PUTRAJAYA

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ABSTRACT

This report is about the building of Menara Seri Wilayah that is located at the Putrajaya. It is including the building and its maintenance system that used inside the building. In this report it has put all the information that has been collected by visiting the Menara Seri Wilayah and interviewing some person in charge for our project. Basically, we can know in detail the Federal Territories Ministry and the Menara Seri Wilayah's details and background. It is about to identify the facilities, services and utilities that provided in this building. Mostly the services in Menara Seri Wilayah building are advance compare to other normal office building because this building is emphasizing about energy efficiency. In this show an organization position for Menara Seri Wilayah and its maintenance structure, the Utusan Teguh Sdn. Bhd. which is an outsource maintenance. This organization helped the Utusan Teguh Sdn. Bhd. Run their work smoothly to maintain the Menara Seri Wilayah. Then, maintenance work in Menara Seri Wilayah is in good maintenance strategies and well planning. They provided Manpower, team works, and good delivery in servicing that comfort the occupants based on rating of satisfaction form. In terms of organization, they good in provided in preparing estimates, making inspections, work planning, programming and budgeting of maintenance and servicing. Overall, Menara Seri Wilayah has an unique design and concept of the building which is the Islamic Geometrical design. It also has even use the natural lighting and natural ventilation to make their building reduce the usage of the energy in the building. Besides, we also can know all the services that has in the Menara Seri Wilayah and their technology in order to maintain the building and make the occupant inside the building do their work without any disturbance. All the information will be conclude in this summary. The Malaysia Government had allocated a certain budget for the purpose of managing the governments' building that had be assigned to the certain contractors like facilities management to manage the maintenance of the government building

1. THE DETAILS OF PROPERTY

1.1 INTRODUCTION

In this chapter, all information of the Federal Territories Ministry will be shown such as their background, motto, vision and mission. It also will explain in detail of the history and also their logo interpretation. Besides, there is also the building background of Menara Seri Wilayah will be stated in this chapter. All the necessary details information related to the Menara Seri Wilayah has been stated in this chapter. There are some of the information stated in this chapter such as the project brief, list of the occupants at each floor and the overview about the building facilities and the building services used in this building.