



# PRACTICAL TRAINING 1

JUNE 2011

## ABSTRACT

From the 22nd June 2011 - 13th July 2011, I assisted the Quantity Surveying Team and the Consultant Team of PRO-MAN (Mauritius) LTD at the New Airport Terminal in Mauritius. The report was compiled to show the experienced gained during the training. It was to be submitted to the Construction and Economic Management Department of the University of Cape Town following the end of the training period.

## Course Code

CON1007X

## Table of Contents

TERMS OF REFERENCE .....	2
1. INTRODUCTION.....	2
1.1. Subject and Motivation for Report .....	2
1.2. Objectives of Report .....	2
1.3. Plan of Development .....	3
2. TASKS CARRIED OUT .....	3
2.1. Week 1 .....	3
2.2. Week 2 .....	3
2.3. Week 3 .....	4
3. Benefits of Training .....	4
3.1. Skills Gained .....	4
3.1.1. Production of monthly reports .....	4
3.1.2. Communication.....	5
3.1.3. Site Inspections .....	5
3.2. Knowledge and Experience Gained .....	5
3.2.1. Procurement method.....	5
3.2.2. Site inspections .....	5
3.2.3. Negotiations.....	5
4. EMPLOYER LETTER .....	6

## TERMS OF REFERENCE

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The Construction and Economic Management department instructions were as follows:

1. 120 hours (3 weeks) of approved experience employed in any of the built environment disciplines (construction; engineering; housing; property development and management; quantity surveying; relevant local authority, provincial and national government departments)
2. Provide information with regards to activities performed during training
3. Describe tasks carried out
4. Describe benefits of the training
5. The report should be submitted by March 2013.

## 1. INTRODUCTION

### 1.1. Subject and Motivation for Report

This report is on a 3 weeks practical training at PRO-MAN (Mtius) LTD at the New Airport Terminal in Mauritius from the 22nd June 2011 - 13th July 2011. The report showcase knowledge, skills and experience gained during the training and how this will help me in my career.

### 1.2. Objectives of Report

The objectives of this report are therefore to:

- Provide a log of detailed activities carried out during the training.
- Provide information to show how some skills and experience were gained throughout the training.

### 1.3. Plan of Development

The report begins with an introduction as to why it was necessary and to what purpose it serves. It then focuses on various tasks carried out daily. And to end with, skills and experience gained during the course of the training period are discussed.

## 2. TASKS CARRIED OUT

### 2.1. Week 1

During the first week of my training, I was introduced to the construction of the new airport terminal in Mauritius. I familiarised myself with the drawings and plans of the terminal. A junior quantity surveyor explained me the different construction processes that were taking place on the site at that time. He showed me the Bill of Quantities and the tender from the contractor. I was given a PDF file concerning the different techniques of construction used in the industry and asked to get used to it.

I also went on site quite regularly with the inspection team and looked at what was happening. The project that was erecting was a big one and I felt a little bit lost at the beginning.

In the next few days I was in the office and the junior quantity surveyor explained me a little bit about the Bill of Quantities and how it gets prepared. It was the first time that I was exposed to such things and took me a little bit of time to get used to it and understand it properly.

### 2.2. Week 2

During the second week, I carried on learning about construction techniques and the Bill of Quantities. Then since it was the end of the month the Consultant Team had to prepare the Monthly report to the employer. I was given the one from the months before and asked to familiarised myself to it. It took me not more than half a day to understand it and soon I after that I helped the prepared one for the current month. Every aspect of the construction was recorded and reported in a professional format to the employer. All the works form the inception of the project including site clearance to the superstructure (where the contractor reached at that time) was inspected and delays were also reported where it has been incurred. The good and negative sides were shown in that report. This gave me a good idea of what has been done and what still needs to be done in this project. The Monthly report to the employer was quite lengthy and took the rest of the week.

### 2.3. Week 3

For the 3rd week of my training I went on site quite often with the Inspection team, they showed me different techniques of how and what to inspect. We would sometimes spend hours on site inspecting and monitoring the work that is being carried on. They were very demanding on the quality of the work and if anything was not being done to the high standard that was required, a report was filed and sent to the contractor. I had the opportunity to help with the production of such report. This gave me a good opportunity to actually see how the different construction processes are carried out. This made everything simpler and I could actually understand what I have been reading in books until now.

Furthermore back in the office I was helping the Quantity Surveyor Team with the assessment of Contractors Interim Payment Certificates. This was mainly looking at the progression of the work on site to what was initially planned and calculating how much was the contractor to be paid. At that time there was quite a delay in the work mainly because the high standard required and they had to rebuild. This gave rise to a reduction in the amount paid to the contractor for that particular month.

I also spend some time talking to the senior quantity surveyor in the office to get a feedback about the construction industry and seek advices as to what should I turn my priority in studies. I gained some precious information from the senior quantity surveyor. He explained me that it is not an easy job and look of people cannot cope with the daily stress at work. But he also said that with the right mindset and attitude you can get through everything. This gave me extra motivation to pursue my studies and finish as soon as possible to get into the work industry in construction.

## 3. Benefits of Training

### 3.1. Skills Gained

#### 3.1.1. Production of monthly reports

Having produced two big reports at the end of the month, I found that there is a lot of information that need to be reported to the employer. But the employer will not go through the whole report. Therefore it is very important to be precise and accurate with the information that you want the employer to know about. It is all in the way that you report it that will make the difference about a good report or a bad one. I think that I gained some skills in doing that now.

### 3.1.2. Communication

During the course of the training I interacted with people from different countries. The architects were French, the client was Mauritian, the company that I worked for were American and the contractor was Chinese. So I gained a lot from talking to all these people and developed my skill concerning talking in a professional work environment.

### 3.1.3. Site Inspections

The frequent site visits that I carried out with the Inspection Team helped me realise and pay attention to every single detail of what is happening on site. They showed the techniques to look for errors and constructions faults. I think this greatly helped me pointing out mistakes that would go unnoticed to amateur eyes.

## 3.2. Knowledge and Experience Gained

### 3.2.1. Procurement method

I learnt how to prepare reports and how it should be done efficiently. This gave me an idea on how important reports are in the construction industry. The client will only look at the report and make decisions. Therefore it is very important to be concise and accurate in production of reports.

### 3.2.2. Site inspections

I learnt how to inspect properly and efficiently on site while the construction is still in progress. This reduces the risk of unpleasant surprise once the final product has been handed over to the client.

### 3.2.3. Negotiations

During the training period, I had the chance to attend a few meetings. I was also working with one of the senior quantity surveyors and as soon as there was a discrepancy between the quotations from the contractor to ours, there was a lengthy negotiation and I learnt that the faster you solve an issue the more money you will save.

## 4. EMPLOYER LETTER



PRO-MAN (M&I) LTD

12 July 2011

**TO WHOM IT MAY CONCERN**

This is to confirm that Yudish Sumputh has been stationed in our site offices at the New Terminal Project at SSR International Airport Mauritius from 22 June to 13 July 2011.

Yudish has spent his time with our Quantity Surveying Team and has assisted in the assessment of Contractors Interim Payment Certificates and the production of the Monthly Report to the Employer. Yudish has also had the opportunity to carry out site inspections along with our Inspection Team.

We have enjoyed having Yuddish with us for this time and have offered further assistance in the future if required.

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