



One Day Intensive Seminar

SBL Claimable Subject to HRDF Approval

Successful Management of Property Development Projects Through Effective Planning, Monitoring and Control Procedures
(A step-by-step guide to planning, monitoring and control of a property development project)

Objectives

The workshop focuses on providing a practical roadmap for real estate professionals and sub-professionals to share and be updated on the application of effective planning, monitoring and control procedures pertaining to the industry. The course is structured around the increasing need for the Malaysian property development companies and their professional / sub-professional staff to embrace project management skills to plan, manage, execute and deliver their projects on time, within cost and with high quality standards.

Who Should Attend

Property Development Managers, Project Managers / Project Coordinators, Site Managers/Supervisors, Clerk-of-Works, Quality Assurance Managers, Contract Administrators, Engineers, Architects, Quantity Surveyors, Consultants and CEOs who want to further their knowledge and skills in the application of project planning, implementation and control procedures in order for them to execute and deliver their projects successfully.

Outline

Module 1: Organising and Planning the Property Development Project

- Identifying the property industry stake-holders
- Defining the property development project life-cycle
- Defining the project management process

Module 2: Property Development Planning Techniques

- Identifying the property development activities using WBS
- Planning and sequencing the property development activities
- Estimating the property development activity duration
- Preparing the property development baseline programme
- Using the various types of planning techniques (Gantt, Milestone charts, Network diagrams)
- Sample property development master programme

Module 3: Progress Monitoring and Control

- Tracking and monitoring the property development progress
- Monitoring construction delays using s-curves
- Monitoring the property development and construction progress through summary status reports

Module 4: Cost Monitoring and Control

- Preparing the property development budget, profit and loss statement and cash flow
- Setting up cost monitoring and control procedures
- Monitoring progress claims / sub-contractors' claims
- Monitoring and controlling cost variations and changes
- Monitoring cost budget and control expenditures

Module 5: Quality Monitoring and Control

- Developing the construction quality plan
- Monitoring contractors/sub-contractors quality plan and

procedures

- Inspections, monitoring and quality control of site works
- Inspection tests, defects checking and control
- Monitoring quality audit schedules
- Establish quality benchmarks and quality scorecards

Module 6: Project Completion and Close-Out

- Setting up project handover procedures
- Testing, commissioning and practical completion certification
- Extension of time assessment
- Suppliers/sub-contractors' warranties and operations manual
- Vacant possession / certificate of fitness
- Defects liability period
- Carry out termination process and project audit
- Final report and post construction review
- Handover documents and archives

Module 7: Real Estate Development Projects Monitoring System (Red-Monitor)

- Customized templates for organizing and reporting on property development project activities covering the property development project life cycle from project inception to project completion and close-out

Module 8: Critical Success Factors

- Case study of Award Winning Property Development Projects

Course Methodology

- Lectures and power-point presentation
- Individual work
- Role-play
- Team discussion
- Case studies

19TH JANUARY 2010

JW MARRIOTT HOTEL, KUALA LUMPUR

Conducted By Distinguished Speaker:

AR. ERIC C.L. GAN

B. Architecture (University of Singapore), APAM, M-FlABCI (M), QMS Assessment Certificate (University of Portsmouth), Registered Professional Architect (Malaysia, Dubai), Certified Construction Project Manager Trainer (CIDB-MALAYSIA)

Ar. Eric Gan holds a Bachelor degree in Architecture from the University of Singapore and a Quality Management System Assessment Certificate from the University of Portsmouth, UK. He is a member of the Malaysian Institute of Architects (PAM) and a National Council member of FIABCI (the International Real Estate Federation) Malaysian Chapter and a member of FIABCI Asia Pacific Regional Secretarial Taskforce Committee (2000 -2006). He is a trainer, speaker and consultant for the property development and construction industry.

An industry veteran with over 30 years of experience, Eric had worked as an Architect, Project Manager, Property Manager, Quality Coordinator, Management Systems Manager and General Manager-Property for major corporations in Malaysia and Singapore such as PETRONAS (the National Oil Corporation of Malaysia), the Housing and Development Board (HDB) of Singapore and Sunrise Bhd. He specializes in real estate investment facilitation, project management, construction management, total quality management and had undertaken numerous multi-million dollar property development projects in Singapore, Malaysia, Vietnam and Africa.

Eric is a CIDB (Construction Industry Development Board) Malaysia accredited trainer for construction project management and had conducted numerous seminars in Malaysia, Vietnam and Thailand. He is also a part-time tutor for the Heriot-Watt University (UK) MSc in Construction Management program. He was the Special International Investment Consultant and Advisor to Board Chairman of a property development company in Vietnam. Currently he is the ISO9000 consultant to key property development companies in Malaysia

Organised By:



Official Magazine:



For Customised In-House Training, Please Call: 03-2162 6828

CUT HERE

REGISTRATION FORM

Ref: JAN10MPD

EARLY BIRDS: Registration and Payment by 28th December 2009 – RM728.00 per person

GROUP DISCOUNT: Two or More Persons from same organization – RM800.00 per person

REGULAR FEE: RM850.00 per person inclusive of lunch/tea-breaks/valuable seminar materials & **CERTIFICATE**

(Crossed Cheque/Bank Draft payable to **ASIA PACIFIC DILIGENCE SDN. BHD.**)

MAILING ADDRESS: B-2-9A, Megan Avenue II, 12, Jalan Yap Kwan Seng, 50450 Kuala Lumpur

Contact Person: Contact Person: Ms. Chin/Ms. Erna/Ms. Ai Wen Tel: 03-2162 6828 Fax: 03-2162 7828 / 2163 7828

E-Mail: apd@po.jaring.my Website: www.asiapacificevents.com

Full Name: Dr./Mr./Ms.....

Full Name: Dr./Mr./Ms.....

Position:.....

Position:.....

Full Name: Dr./Mr./Ms.....

Full Name: Dr./Mr./Ms.....

Position:.....

Position:.....

Company:.....

Address:.....

Tel:.....

Fax:.....

E-mail:.....

Contact Person:.....

Cancellations & Transfers: If you are unable to attend, a substitute candidate(s) is welcome at no extra charge. Please provide the name and position of the substitute delegate at least 2 days prior to the seminar. A full refund less 25% administrative charge will be made for cancellation received in writing 2 weeks prior to seminar. A 50% refund will be given for cancellation received 1 week prior to the seminar. Regrettably, no refund can be made for cancellation 3 days before the seminar. If registration is confirmed, a 25% administrative charge will be incurred for non-attendance.

The organizer reserves the right to change speakers and/or modify the programme content without prior notice.