

**COMMUNICATION AMONG THE SAFETY  
MANAGEMENT TEAM  
ON A CONSTRUCTION SITE**

**DEVI ARUMUGAM**

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OF THE REQUIREMENTS  
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**FACULTY OF LANGUAGES AND LINGUISTICS  
UNIVERSITY OF MALAYA  
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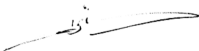
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## **PERAKUAN TENTANG HASIL KERJA AKADEMIK.**

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Tarikh : 25 Februari 2004.

## ABSTRAK

Penyelidikan ini adalah suatu kajian yang meninjau bentuk-bentuk dan strategi-strategi perbualan yang digunakan oleh pekerja-pekerja di tapak pembinaan. Kajian ini meninjau keperluan penggunaan Bahasa Inggeris perbualan dalam interaksi harian untuk menyelenggarakan tugas-tugas harian. Objektif utama kajian ini adalah untuk mengukur sejauh mana kepentingan bentuk-bentuk perbualan dan kemahiran strategi-strategi perbualan yang digunakan oleh kaum pekerja tapak pembinaan membantu penyelenggaraan tugas-tugas di tempat kerja. Penyelidik telah menggunakan pendekatan kualitatif untuk menganalisa data yang dikumpul. Data untuk kajian ini telah diperolehi dengan menggunakan temu bual, rakaman audio, dan pemantauan. Hasil kajian menunjukkan bahawa walaupun strategi-strategi perbualan membantu interaksi penyelenggaraan kerja-kerja, pekerja-pekerja pengurusan atasan terutamanya golongan jurutera dan pengurusan pertengahan iaitu pegawai-pegawai keselamatan dan penyelia-penyelia keselamatan dalam organisasi ini tidak sepenuhnya menguasai perbualan Bahasa Inggeris. Sehubungan dengan ini, beberapa cadangan untuk mempertingkatkan pengajaran dan pembelajaran perbualan Bahasa Inggeris telah diutarakan. Signifikansi kajian ini juga berpotensi memberi ruang untuk merapatkan jurang di antara alam pekerjaan dan alam akademik.

## **ABSTRACT**

This research is a study of the communication patterns and strategies of a discourse community, namely the Safety Management Team (SMT) on a construction site. The main objective of this study is to determine how its communication patterns and strategies facilitate the interaction among the workforce to achieve its shared common goals. A qualitative approach was employed to access and analyse the data. The instruments used in this research are observations, audio recording and interviews. Findings show that communicative strategies employed by the Safety Management Team are effective to achieve its common goals in accordance with the safety code at the construction site. However, the English language proficiency among the workforce, especially the engineers from the top management level and the safety officers and supervisory staff from the medium level of the organization needs to be upgraded, especially with regard to their verbal communication. Recommendations and some possible improvements to the teaching and learning of oral communication have been suggested based on the findings obtained. The study is significant in the sense of providing an opportunity to bridge the gap between the working world and the world of academia.

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## **LIST OF ABBREVIATIONS**

<b>GDP</b>	- Gross Domestic Production
<b>COSH</b>	- Conference On Occupational, Safety And Health.
<b>CIDB</b>	- Construction Industry Development Board.
<b>OSHA</b>	- Occupational Safety And Health Act.
<b>DOSH</b>	- Department Of Occupational, Safety And Health.
<b>CUT</b>	- Common Utility Trench.
<b>KLSE</b>	- Kuala Lumpur Stock Exchange.
<b>PPC</b>	- Pembinaan Punca Cergas
<b>PKK</b>	- Perkhidmatan Kontraktor Kerja
<b>HQ</b>	- Head Quarters.
<b>PMT</b>	- Project Management Team.
<b>TNB</b>	- Tenaga Nasional Berhad.
<b>JBA</b>	- Jabatan Bekalan Air.
<b>OSH</b>	- Occupational Safety And Health.
<b>FMA</b>	- Factories and Machinery Act.
<b>DBKL</b>	- Dewan Bandaraya Kuala Lumpur
<b>OT</b>	- Overtime.
<b>PPE</b>	- Personal Protective Equipment
<b>PJ</b>	- Putra Jaya
<b>ESP</b>	- English For Specific/Special Purposes.
<b>EOP</b>	- English For The Occupational Purposes.
<b>ESL</b>	- English As A Second Language.
<b>UMESPP</b>	- University of Malaya's English Special Purposes Project.

UMSEP	-	University Malaya's Spoken English Project.
MoU	-	Memorandum Of Understanding.
UM	-	University of Malaya.
TSA	-	Target Situation Analysis.
IT	-	Information Technology.
UKM	-	University Kebangsaan Malaysia.

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## GLOSSARY

Temporary structures/stages	- Structures erected temporarily to withstand permanent ones.
Scaffolding	- Standard steel –frames erected on site.
Dump trucks	- Ten wheeler lorries, mainly used to carry earth.
Slab	- Concrete placed in a horizontal formation.
Signages	- Signboards, stickers and posters.
Toolbox meeting	- Brief meeting in the morning to discuss daily work and tools to be used.
Road furniture	- Items used to safeguard road users' safety like shuttle barrier and beacon.
Delineators	- Illumineuos lining to demarcate 'danger area'.
Guard rails	- Timber or steel erected to prevent falling.
Scupper drain	- Small drains along sidewalls which contain water.
Casting	- Concrete powder.
Concrete	- A mixture of sand, cement and aggregate.
Elevation	- Area above ground level.
Craftsmen	- Operators of crane, excavators and machinery.
Consultant	- Deciding authority of engineering work.
Suppliers	- Persons involved in supplying materials to the job site.
Barricade	- Plastic/timber used to 'cordon off' an area.
Cross bracing	- Two pieces of steel erected in 'X' manner.
Manhole	- Construction area 'access' for one man through an opening.
Confined space	- Area covered on all sides – limitation to entry and exit.
Safety crew	- Persons involved in safety work at job site.
Man hours	- Hours worked by the entire work force to complete the project.