

Responsible Sourcing & Supply Chain Statement

Quality · Ethics · Labour · Environment

Bubbalooba Pty Ltd (ABN 15 151 030 796) trading as PO Box Designs | Version 1.0, July 2026

Our commitment. PO Box Designs is committed to sourcing responsibly — working with suppliers and partners who meet appropriate standards of quality, ethics, labour practice and environmental responsibility across our supply chain.

1. Purpose & Scope

This statement sets out how PO Box Designs manages responsible sourcing across its supply chain, including materials suppliers, our offshore manufacturing partner, our overseas drawings team, powder-coating subcontractors and logistics providers. It works alongside our Modern Slavery Policy, Anti-Bribery & Corruption Policy and Environmental Policy.

2. Our Supply Chain

Our dual manufacturing model combines local fabrication at our Ballarat workshop with an established offshore manufacturing partner, supported by an overseas drawings team. This model gives our clients both local responsiveness and scalable, cost-effective capacity. We manage both channels to a single set of quality, ethical and environmental standards.

- **Materials** — aluminium and associated materials, sourced to specification with traceability.
- **Offshore manufacturing partner** — an established factory relationship we engage directly and visit, not an anonymous broker arrangement.
- **Finishing** — powder-coating by Dulux Accredited coaters to AS 3715.
- **Drawings** — a dedicated overseas drawings team integrated into our workflow.
- **Logistics** — freight and delivery partners for local and interstate distribution.

3. What We Expect of Our Suppliers & Partners

- **Legal compliance** — comply with applicable laws in their jurisdiction, including labour, safety and environmental laws.
- **Ethical conduct** — operate honestly and free from bribery and corruption, consistent with our Anti-Bribery & Corruption Policy.
- **No modern slavery** — take steps to ensure forced labour, child labour and other modern slavery practices are not present in their operations or supply chains, consistent with our Modern Slavery Policy.
- **Fair labour** — provide safe working conditions and treat workers fairly and lawfully.
- **Environmental responsibility** — manage their environmental impact and support recycling and waste reduction.
- **Quality** — meet our specifications and quality standards, with traceability of materials and finishes.

4. How We Manage Responsible Sourcing

- **Direct relationships** — we engage our offshore partner and key suppliers directly and maintain ongoing working relationships that give us visibility of their operations, rather than relying solely on paperwork.
- **Factory engagement** — we visit our manufacturing partners and inspect their operations and output.

- **Quality verification** — offshore-produced work is subject to the same drawing controls, specifications and inspection criteria as work produced locally.
- **Pricing scrutiny** — we question pricing that is abnormally low, as it can signal cut corners or exploitative practices.
- **Ongoing review** — we review supplier relationships and address concerns, including ending relationships where standards are not met.

5. Local Capability

Alongside our offshore partner, we maintain substantial local fabrication capability at our Ballarat workshop. This supports Australian manufacturing, provides local employment, and allows us to respond quickly, undertake complex custom work, and support local-content requirements on projects where these apply. Our Australian Industry Participation approach is set out separately.

6. Responsibilities & Review

The Managing Director is responsible for responsible sourcing and supplier relationships. This statement is reviewed periodically and made available to clients and principals on request.

Supply chain enquiries. For information about our supply chain and sourcing practices, contact info@poboxdesigns.com.au.