

True Service



ALLENS Industrial
Products
PTY LTD

EXPERT UNIFORM / PPE / CLOTHING & FOOTWEAR
ISSUANCE MANAGEMENT!



- ✓ PPE / SAFETY APPAREL
- ✓ UNIFORMS
- ✓ CLOTHING
- ✓ FOOTWEAR
- ✓ ISSUANCE MANAGEMENT

SPECIALISTS -
TAILORED
UNIFORMS
MANAGEMENT

EXPERT UNIFORM / PPE / CLOTHING & FOOTWEAR ISSUANCE MANAGEMENT?

- * **TIRED OF HAVING TO MANAGE EVERY LITTLE ASPECT OF YOUR UNIFORMS / PPE ISSUANCES?**
- * **WANT A PROVIDER WHO CARES & PROVIDES SERVICE AND UNDERSTANDS WHAT YOU REQUIRE?**
- * **WANT A PROVIDER WHO GET'S IT RIGHT AND TAKES AWAY THE HEADACHES?**
- * **WANT A PROVIDER WHO OFFERS UNMATCHED SERVICE AT THE RIGHT PRICE & DELIVERS IT CONSISTENTLY?**

**ALLENS
INDUSTRIAL
CAN
HELP!**

The ALLENS "True Service" Difference
----- OUR OFFER!

- We **TAKE THE WORK AWAY** whilst providing our **CLIENTS - FULL CONTROL**
- Fully flexible, **TAILORED SOLUTIONS** to meet your needs
- We cater for **ONE EMPLOYEE** to **ONE THOUSAND EMPLOYEE** issuances
- **DEDICATED UNIFORMS DEPARTMENT** devoted solely to uniform processing
- **DEDICATED UNIFORMS STAFF** that provide you a reliable, informed contact point
- A dedicated **CIMS – CLOTHING ISSUE MANAGEMENT SYSTEM** to ensure accuracy and quick turnaround
- **OVER 20 YEARS EXPERIENCE** in the industry and in the provision of uniforms and PPE issuances
- Over 400 square meters of dedicated **UNIFORMS PROCESSING** space
- **EXPERT PRODUCT KNOWLEDGE & ADVICE**
- All the **BIG NAME QUALITY BRANDS** and **EXTENSIVE RANGE**
- **DIRECT DISTRIBUTION** of brands ensures extremely **COMPETITIVE PRICING**
- Repeat checking measures to **ENSURE ACCURACY OF SUPPLY**
- **ON SITE MANNED FIT-OUTS** tailored for shift changes
- **FIT-OUT RANGES PROVIDED** for long term fitting
- **CUSTOMISED ORDER FORMS** for easy order placement
- **DATABASING OF EMPLOYEE SIZES** for historical information and ease of re-ordering
- **TAILORED RANGE PLANS** for ease of reference
- Weekly **ORDER STATUS REPORTS** for work in progress
- **CUSTOMISED DELIVERY & DISTRIBUTION** methods
- **TAILORED INVOICING** to suit our **CLIENTS' PURCHASING SYSTEMS**
- On call **USAGE REPORTS** for costing analysis
- Weather proof **INDIVIDUAL PACKAGING**
- Tailored bulk **PACKAGING IN ALPHABETICAL ORDER** or **CREWS/SHIFTS**
- Catering for **BULK ANNUAL ISSUES, NEWSTART ISSUES, FAIR WEAR AND TEAR**
- **COMMITMENT TO STOCK ON THE SHELVES** to meet our customers' needs
- Provision of **ARTWORK, SAMPLE LOGOS AND SAMPLES** whenever required

The following pages show the 3 steps we follow to making our Client's Uniform/PPE Issues:

- ☒ **HASSLE FREE** ☒ **ACCURATE** ☒ **ON-TIME** ☒ **AT THE RIGHT PRICE**

Allens is recognised for its long standing, expert provision of uniforms / PPE / clothing and footwear issues to small, medium and large corporations including mines throughout Queensland and NSW. With countless years of experience, Allens has established its CIMS – Clothing Issue Management System, to ensure the highest accuracy and quickest turnaround times within the safety supply industry. Allens is proud of its expertise in this field.

STEP 1 **PRODUCT / RANGE:**

Whether you require a consistent, dynamic look – a corporate appearance - or **Australian Standards** approved high visibility uniforms – ALLENS can assist you from choice of range and assistance with artwork, right through to delivery of your uniforms.

With our countless years of experience, access to all brands and expert product knowledge, our team can assist you in choosing the correct apparel, look, and colour of garments, to the suitable specifications you require!

A. WHAT our clients WANT employees to wear:

- Corporate Colours:
 - o Polos
 - o Corporate Wear
 - o Coloured Work Wear
- Corporate Branding:
 - o Logos & Artwork
 - o Embroidery
 - o Screen Printing
 - o Digital Printing

Did You Know?
We offer custom
taping of garments!

Did You Know?
We cater for all sorts of industry requirements
from Open cut and Underground mining to Arc
Safe Apparel for the Electrical Industry!

Did You Know?
That Embroidery is priced on the
number of stitches so the number
of colours doesn't matter!

B. WHAT our client's NEED employees to wear:

- Hi Visibility Work Wear
 - o Hi vis Polos
 - o Hi Vis Work Wear
 - o Hi Vis Winter Jackets
 - o Safety Footwear
 - o Wet Weather Apparel
 - o Mines Rescue Apparel
 - o Fire Retardant/Arc Safe Apparel
- Personal Protective Equipment
 - o Logoed Hard Hats
 - o Safety Eyewear
 - o Gloves and Glove Clips

Alless offer an endless range of brands
of work wear, corporate wear, polos and
casual wear as well as safety footwear
to meet your every need!

We have hundreds of styles and colours to
choose from including polos, business shirts,
corporate suiting and trousers as well as jackets,
available for both men and women!

Alless offers all types of corporate branding to ensure
your Company Name and/or Logo stands out. We cater
for all artwork needs from sample images and stitch out of
logos to assistance in the design and colour of your logo!

C. Additional Issuance items often include:

- Socks
- Safety Caps
- Gloves
- Glove Clips
- Safety Glasses
- Ear Muffs or Ear Plugs
- Thermals & Beanies
- Crib Box and/or Flasks
- First Aid Kits & Leathermans
- Promotional Polo Shirts
- Promotional Caps
- Promotional Items – Stubby Coolers, Bags, Tote Bags

Alless are **SAFETY APPARREL AND PERSONAL PROTECTIVE EQUIPMENT SPECIALISTS** and couple all the major brands at competitive pricing. We can assist you in selecting your requirements in line with Australian Standards.

We have a complete range of Safety footwear including
Steel, Alloy and Composite cap boots and shoes for all
industries. We also have Ladies footwear, Metguard Boots,
Fire Rescue Boots, Underground Mining Boots and much more.

We can have your helmets pad printed with your
logo and can even pack all your employee's
safety eyewear, headwear and gloves with
their individual issuance should you require this.



STEP 2 ISSUANCE BASIS / APPROACH:

Once our clients PRODUCT RANGE PLAN has been selected, Allens then caters for all approaches to “When” a client issues uniforms to their employees?

The below methods or mix of methods are used by many of our clients and Allens Industrial caters for every approach.

1. New Start Issuances – for new employees just starting

- Simply place your order on Allens using a customised order form and supplied range plan along with a fitting guide or size range, and in 5-10 working days your employee's issuance can be delivered to any location you require in Australia.
- Often this includes shirts, trousers, jacket and footwear and can be spec'd to include a socks, thermals, hard hats, safety glasses and much more.

2. Annual Issuance – for existing workforce – can be based upon

Annual “Bulk” Issuances – where uniforms/ppe are provided annually regardless of condition – often in line with EBA'S.
Anniversary Start Date Annual Issuances – as per Annual Bulk Issuance but across the year dependent on employee start date.
Fair Wear and Tear Issuances – where uniforms/ppe are replaced when old, lost or failed

3. Replacement Issuances – Uniforms as required by existing employees

Uniforms issued on a “as required” basis to existing employees.

STEP 3 METHOD & PROCESS:

Once the product range and issuance basis has been decided, the final step is to establish the method and process our clients' prefer for:

- FITTING
- ORDER PLACEMENT & RECORDING
- PACKAGING SEQUENCE
- DISTRIBUTION METHOD
- INVOICING

FITTING: ACCURATE ESTABLISHMENT of CORRECT SIZES / STYLES / QUANTITIES for employees is critical, and ensures exchanges of uniforms are kept to a minimum. To assist in this process and ensure accuracy of source data, Allens offers & promotes the following:

- Onsite Fit-outs:** we offer full product size ranges and manned fit-outs provided by Allens staff to ensure accuracy and expert sizing quickly with minimal fuss. (see images RIGHT)
- Fitting Range Provided:** we offer fit-out ranges to be left with you so that employees can fit out on a casual basis at work.
- Local Fitting Agent:** we appoint local stores to act as our agent and provide them a full fit-out range so that employees can go to the agency in their leisure to be fitted out.



ORDER PLACEMENT & RECORDING:

ACCURATE RECORDING OF STYLE, SIZE, QUANTITY AND EMPLOYEE DETAILS ensures accuracy of supply, happiness of employees and accuracy of historical data for ease of re-order:

Allen's offers **TAILORED ORDER FORMS/VOUCHERS AND RANGE PLANS** to make order placement easy and accurate. These order forms are then coupled with the chosen 'fitting' option as per below:

a. Onsite Fit-out: Allens fits and completes custom order forms / vouchers based on entitlements for each employee

b. Fitting Range Provided: Client simply forwards completed order forms when ready either individually or in batches

c. Local Fitting Agent: Employee obtains style code and size from fitting agent and returns with tailored order form to client whom approves order and forwards to Allens

Allens will tailor and provide customised order forms and range plans for each client dependent upon their needs. Beside are examples of order forms and range plans.

TAILORED ORDER FORMS / VOUCHERS

RANGE PLAN - SUITE

PROCESSING:

Whilst rarely seen by our clients, this is where Allens dedicated and segregated department for processing of uniforms orders comes into play.

DEDICATED UNIFORMS DEPARTMENT: Due to the large amount of value adding and repeated handling required to process uniforms, Allens segregates the processing of its uniform orders from mainstream general orders to ensure flexibility and urgent response is always available.

DEDICATED UNIFORMS STAFF:

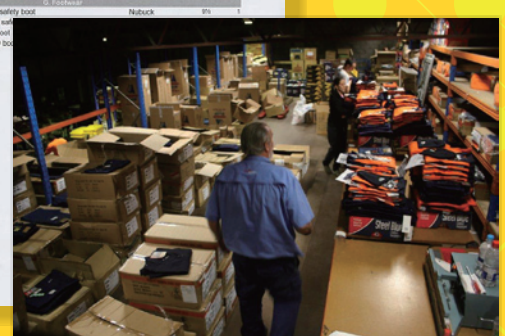
As part of the segregation, Allens uniforms department has dedicated staff to ensure intimate knowledge of customers, their range, their needs and their orders. Our dedicated uniforms team provide personal relationships for ease of communication with our clients either by phone or email. This approach coupled with Allens extremely low staff turnover, ensures our clients speak with staff members who know exactly what client's require, and this reliable rapport can be enjoyed by our clients making communication easy.

DEDICATED UNIFORMS DATABASE PROGRAM AND PC'S:

Allens uses a dedicated database programme and filing system to record all employee style, size and quantity data for each client. This ensures accuracy of issuance, processing and invoicing as well as allows accurate reporting and ease of re-supply. This database allows a computer generated purchasing summary along with electronic picking slips ensuring accuracy and clarity of information which in turn speeds up processing & turnaround.

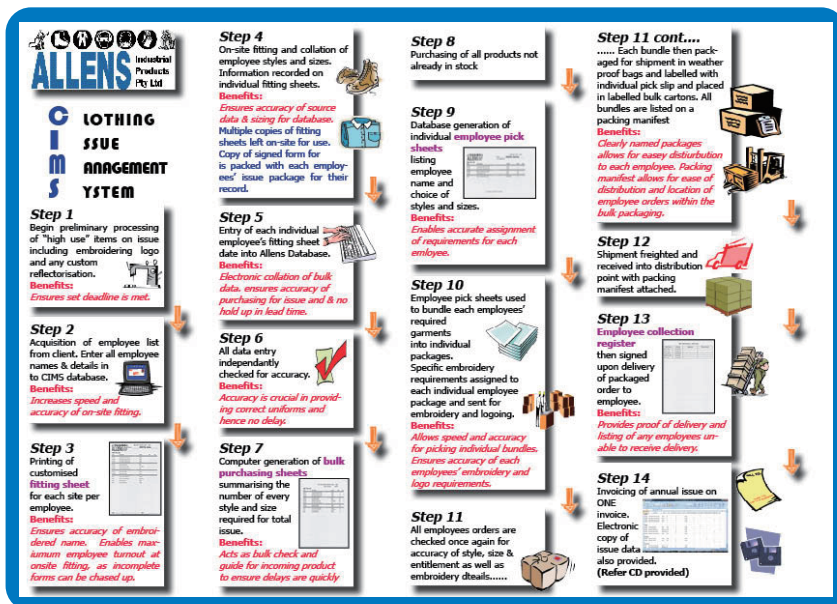
INTERNAL PICKING SLIP

INTERNAL ORDER SUMMARY



DEDICATED UNIFORMS WAREHOUSE SETUP: Allens runs a dedicated warehouse section (400sqm) committed solely to the storage and processing of orders for our large number of uniform clients. This ensures we have the room and storage to cater for the many differing approaches our clients have to uniform provision. This dedicated area guarantees the efficient, accurate turnaround of all uniform orders whether they be a single issuance or a bulk issuance of 1000 people. It also ensures Allens caters for extremely large bulk orders, simultaneous bulk orders and multitude of daily orders as well as segregated stock holdings for uniforms clients.

DEDICATED UNIFORMS PROCEDURES: Given the complexities of supplying individually bundled issuances, quality control is paramount in the processing and provision of uniforms. With countless years of experience, Allens has established its CIMS—Clothing Issue Management System, to ensure the highest accuracy and quickest turnaround times within the safety supply industry. Allens is proud of its expertise in this field.



TAILORED PACKAGING – INDIVIDUAL & SEQUENCE:

To ensure the finished product is kept secure, clean and easy to handle, each employees' individual issuance is packaged in a weather proof satchel bag and is clearly labelled with an electronic employee picking slip for ease of distribution. A copy of the employees signed "original" order form is also enclosed for their reference.

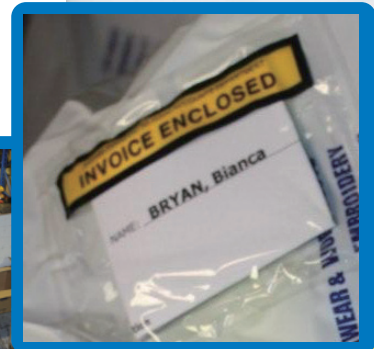
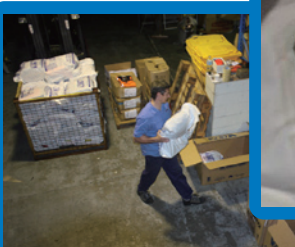
Given the vast differences in our clients' industries, shift changes, operational sites and warehousing facilities, Allens tailors its outer packaging of uniform parcels to meet the distribution sequence required by our clients. This often includes:

- Strict alphabetical
- Shift / Crew order
- Site Location / Split Warehouse Delivery Points
- Home Address
- Mixture of the above

Shipments are accompanied by delivery dockets, manifests for proof of delivery, or invoices dependent upon client requirement. Allens provides manifests for signing by employees upon collection of issuance to act as proof of delivery.

P.O.D. MANIFEST

ABC Staff Delivery - 2005 Issue			
Staff Name	Address	Signature	Printed Name
SMITH, Helen	28 Adelaide St		
CARROLL, Chris	35 Southbank St		
JONES, Richard	45 Centenary St		
BARRETT, Debbie	68 George St		
SMITH, John	21 Arden Ave		



USAGE REPORT

**Specialist SINGLE SOURCE providers of Uniforms,
Personal Protective Equipment, Apparel and Clothing Footwear Issues!**

WE ALSO CATER FOR CUSTOM MADE GARMENTS AND SPECIALIST GARMENTS INCLUDING:

- Customised taping configurations and customised colours
- Customised polo shirts in clients corporate colours
- Alterations to hems and sleeves where required
- Mines rescue specialist clothing such as competition and flame retardant overalls
- Team corporate wear, corporate bags etc...
- Structural and wildfire fire fighting apparel
- Fire fighting boots, helmets etc
- Flame retardant and ARC safe rated workwear
- ARC rated wet weather apparel
- Underground mining boots and specialty footwear
- Hydration back packs, flasks and crib boxes

ALLENS ALSO CATERS FOR ALL PROMOTIONAL ITEMS FOR EXAMPLE:

- Caps, hats, beanies
- Stubbie coolers, bags etc
- Leathermans

ALLENS IS A FULL INDUSTRIAL SAFETY HOUSE WITH AN ENORMOUS RANGE OF:

- Safety workwear, apparel and footwear
- Safety eyewear, hearing protection, head & face protection, hand protection, respiratory protection
- Workplace safety products
 - First Aid Kits
 - Safety Signs and Visual Warning Products
 - Spill Response Products
 - Hydration Products
 - Height Safety
 - Hygiene Products
 - Sun Screens
 - Cleaning Equipment and Cleaning Chemical
 - Industrial Vacuums
 - Wash room Paper & Supplies
 - Asbestos Removal Equipment and Consumables
 - Janitorial Equipment
 - Automated Sweepers & Scrubber / Dryers



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