



Electronic Commerce

How to Become a Harley-Davidson EDI Trading Partner

March 2009

All Harley-Davidson suppliers are expected to be an Electronic Data Interchange (EDI) trading partner regardless of the number of parts provided as it is an effective, cost-savings way to transact business and minimizes paper usage (i.e. letters, faxes, purchase orders).

EDI is currently the most widely used form of electronic commerce to execute business transactions between Harley-Davidson and its suppliers. EDI can be defined basically as the exchange of routine business documents in a standardized format. The document format most widely accepted in the business community and used by Harley-Davidson is the American National Standards Institute (ANSI). Utilizing this format allows for more efficient transfer of information from a Harley-Davidson business application directly into a supplier's business application or into a standalone EDI product.

Suppliers who chose to utilize the full functionality of an EDI transaction by directly integrating the transaction into their business applications are recognizing the increased benefit of electronic commerce by eliminating unnecessary process activities such as data entry. We encourage all suppliers to utilize this full functionality thereby enhancing the cost justification of EDI implementation.

Suppliers who chose a standalone EDI product (i.e., H-DSN Order Management or Sterling Web Forms) will not eliminate process activities, but will meet the Harley-Davidson EDI requirement to be EDI capable.

EDI compliance is considered a foundational requirement of doing business with Harley-Davidson. Failure to become fully EDI capable as directed will have an adverse affect on current and future business opportunities. ASN compliance will be reported on the business performance reports.

Currently, Harley-Davidson communicates via EDI using the following methods: H-DSN Order Management, Sterling Web Forms and traditional EDI. This document shares information about each EDI method to assist the supplier in determining which EDI method will meet their needs as well as other relevant electronic commerce information.

Topics covered in this document are:


- Electronic Commerce Web Page
- EDI Transaction Requirements by Business-Location
- H-DSN Order Management
- Sterling Web Forms
 - Sterling Web Forms Process Flow
- Traditional EDI
 - EDI Transaction Testing
 - 830, 850 and 862 Testing Information
 - 856 Testing Information
 - Traditional EDI Process Flow
- Acknowledgements (EDI 997)
- Freight Carrier EDI Requirements
- Trading Partner Expectations
- Material Replenishment Process

Electronic Commerce Web Page

The Harley-Davidson Electronic Commerce Council has published EDI standards and other related information on the Electronic Commerce web page on www.h-dsn.com (no User ID or Password required) accessed through the Public Menu button, General Business Information link, and Electronic Commerce link. Please make note of this web page as it provides useful information that will enable the supplier to meet the Harley-Davidson Electronic Commerce and EDI expectations.

EDI Transaction Requirements by Business-Location

The table below shows by Harley-Davidson Business – Location which EDI transactions are exchanged between the supplier and H-D.

<div>  <div> EDI Requirements by Physical Location or Entity March 17, 2009 </div> </div>							
Business - Location	Functional Acknowledgement From Supplier to H-D	Planning Schedule	Ship Schedule	Advance Ship Notice	Purchase Order	Carrier Bill of Lading	Carrier Ship Status
	997	830	862	856	850	211	214
General Merchandise	X	X (as selected)		X	X		
OE - Brazil	X	X	X	X			
OE - Kansas City	X	X	X	X			
OE - Kansas City Brazil	X	X	X	X			
OE - Powertrain (Capitol, Pilgrim, Reman, PowderCoat)	X	X	X	X			
OE - Tomahawk	X	X	X	X			
OE -York	X	X	X	X			
P&A	X	X (as selected)		X	X		
P&A Supplier Direct	X		X	X			

H-DSN Order Management

Order Management, developed by Harley-Davidson, enables suppliers to be EDI capable with Harley-Davidson using a personal computer and Internet access instead of the traditional EDI hardware, software and staffing. Order Management provides a method for suppliers to receive and send EDI documents in an environment that is Window-based, user-friendly, and intuitive (no technical skills required other than basic Internet skills). Most importantly, there is no cost to use Order Management.

Order Management allows the supplier to receive Planning Schedules, Purchase Orders (only those issued by Parts & Accessories, Juneau Avenue, WI), and Ship Schedules. Also the supplier can create (with minimal data entry) and send Ship Notices, an electronic document that reflects the contents of the shipment. Order Management also interfaces with Edibar's autoprint subscription to Web Print, an Internet-based bar coding application, which allows bar coded container labels to be created by using the data from the Ship Notice.

To access Order Management, an H-DSN logon is required. To obtain a logon the following steps must be followed:

1. The H-D purchasing representative must follow the steps outlined in the Supplier Activation Process document accessed by logging onto H-DSN→Menu→Registration→Supplier Activation Process. If this step is not completed, the supplier may receive an error message stating to contact the purchasing representative during the registration process.
2. Once the above step is completed, the supplier can register for an H-DSN logon by following the steps outlined in the Registration User Guide accessed by www.h-dsn.com (No User ID or Password Required)→Public Menu→Registration→Registration User Guide.

H-DSN logons are distributed to suppliers each Monday, provided the registration is done by close of business on Wednesday the week before. For example: In order to receive an H-DSN logon on the activation date of Monday, March 30, 2009, the registration must be completed by close of business on Wednesday, March 25, 2009.

Once an H-DSN logon is obtained, the user can learn about Order Management at their own pace using the Order Management online tutorial or user guides, which are accessed by logging into H-DSN→Menu→Tutorial & User Guide.

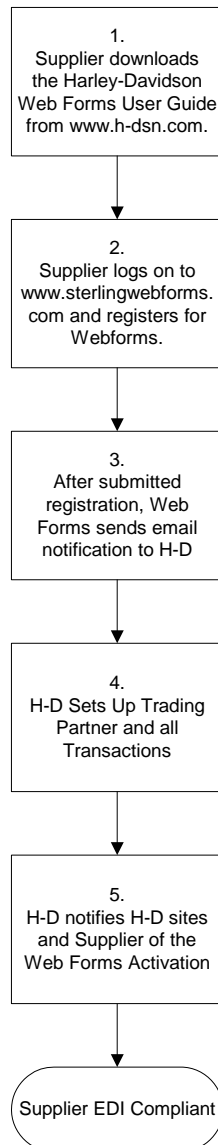
Sterling Web Forms

Sterling Web Forms, developed by Harley-Davidson and Sterling Commerce, enables suppliers to be EDI capable with Harley-Davidson using a personal computer and Internet access instead of the traditional EDI hardware, software and staffing. Sterling Web Forms provides a method for suppliers to receive and send EDI documents in an environment that is Window-based, user-friendly, and intuitive (no technical skills required other than basic Internet skills). Most importantly, Sterling Web Forms is affordable.

Sterling Web Forms allows the supplier to receive Planning Schedules, Purchase Orders and Ship Schedules. Also the supplier can create (with minimal data entry) and send Ship Notices, an electronic document that reflects the contents of the shipment. Sterling Web Forms also interfaces with Edibar's autoprint subscription Web Print, an Internet-based bar coding application, which allows bar coded container labels to be created by using the data from the Ship Notice.

To learn how to register, use, and maintain Sterling Web Forms refer to the Web Forms User Guide, which is accessed by www.h-dsn.com (No User ID or Password required)→Menu→General Business Information→Electronic Commerce Information. If after referencing the Guide and questions remain, any Harley-Davidson electronic commerce member can be contacted for assistance.

Sterling Web Forms Process Flow



EDI Products

Harley-Davidson requires that all suppliers be EDI capable and does not recommend a specific communication method (Internet or VAN) or software capability (standalone or one that integrates with another piece of software). If it is determined that H-DSN Order Management or Sterling Web Forms is not the best EDI method for your company, then it will be the supplier's responsibility to:

- select the EDI communication method and software,
- obtain the published Harley-Davidson EDI standards from the Electronic Commerce web page,
- set up the necessary EDI transactions based upon the Harley-Davidson's business-location's business requirements (refer to the *EDI Transaction Requirements by Business-Location* section), and
- test and obtain certification status from Sterling Commerce, H-D's EDI business partner,

within the timeframe agreed upon by the supplier and H-D.

For additional information regarding the Harley-Davidson EDI requirements, visit the Electronic Commerce page or contact a Harley-Davidson electronic commerce member (refer to the *Contacts* section on the Electronic Commerce page).

EDI Transaction Testing

If H-DSN Order Management or Sterling Web Forms is not used as the EDI method, then all exchanged EDI transactions must be tested with Sterling Commerce within the agreed-upon timeframe and prior to Harley-Davidson sending or receiving production data via EDI. The EDI tests require the supplier to incur an approximate testing fee of \$450 that must be prepaid to Sterling Commerce prior to the tests. The testing fee will cover the 830, 850, 856 and 862 transactions as well as any necessary retransmissions until certification is obtain, *provided they are sent within a timely manner*.

To determine which EDI transactions are used for a specific Harley-Davidson business-location, refer to the *EDI Transaction Requirements by Business-Location* section. When the supplier's EDI system is set up with the required transactions, the Sterling Commerce Implementation Specialist must be contacted to make testing arrangements. Refer to the *Contact* section on the Electronic Commerce web page for Sterling Commerce and Harley-Davidson Electronic Commerce contact information.

During the test phase, all testing data and responses (997 and 856) will be sent to the Harley-Davidson testing EDI sender/receiver ID, which is 062629324T. After the transaction has been certified, ensure that the EDI sender/receiver ID is changed to reflect the Harley-Davidson production EDI sender/receiver ID, which is 062629324. Note that the difference is the letter T.

It is the responsibility of the supplier to implement the lessons learned from the testing experience to the production environment, which includes system modifications and training of the individual creating ASNs.

830, 850 and 862

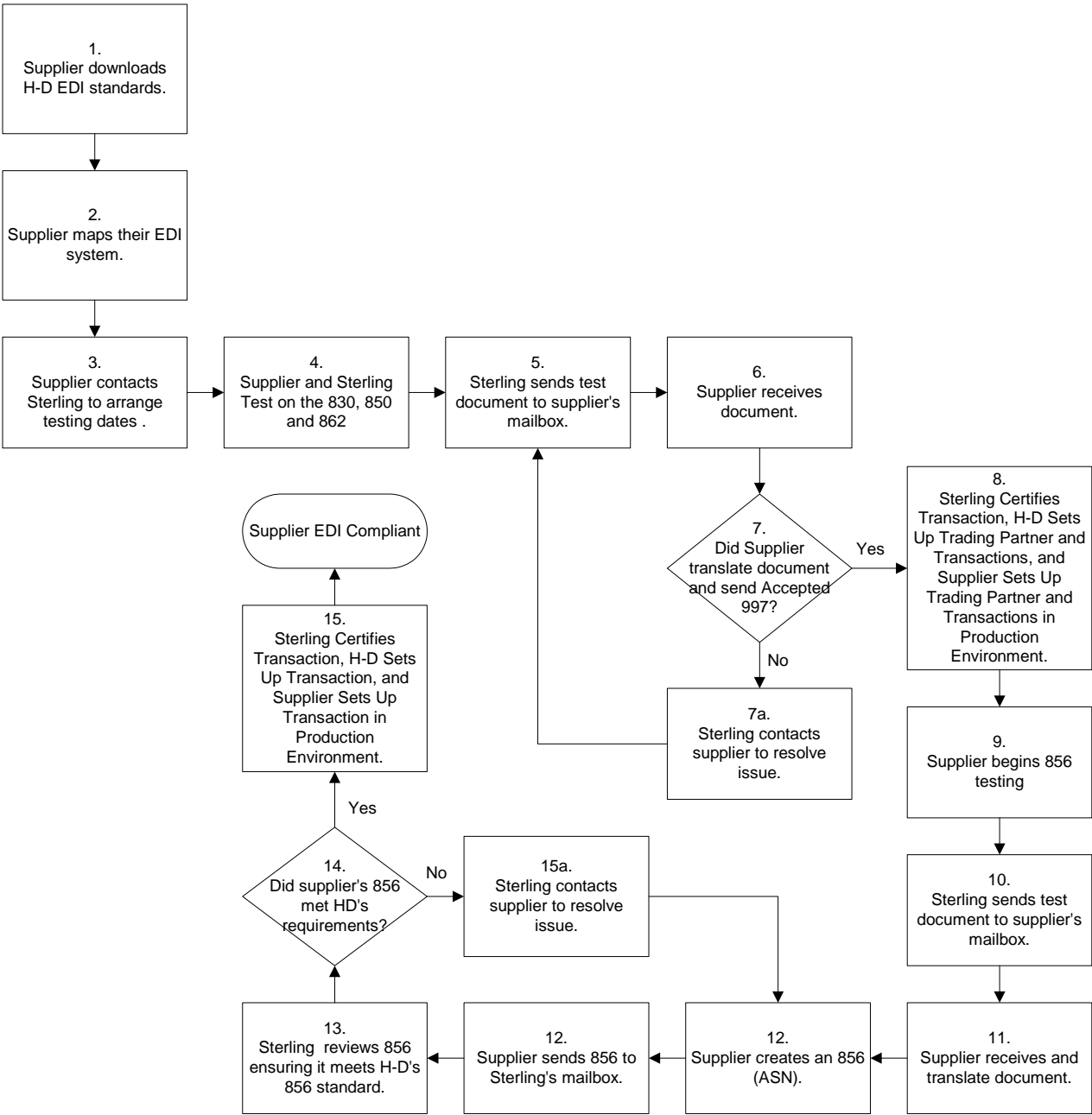
The 830 (Planning Schedule), 850 (Purchase Order) and 862 (Ship Schedule) transactions are individual tests. These are Harley-Davidson's outbound transactions. To meet certification for each test, the supplier's EDI system must accept the EDI document sent from Sterling Commerce and return to Sterling Commerce an accepted functional acknowledgement (EDI 997).

856

The 856 is Harley-Davidson's inbound transaction. To obtain certification for this test, the supplier must send to Sterling Commerce an 856 that meets the published Harley-Davidson standard.

There will be a testing fee of approximately \$450 that the supplier will be required to incur. The testing fee allows for multiple 856s to be submitted until certification is obtained, provided that the resubmission is done within a timely manner.

EDI Products Process Flow



Acknowledgements (EDI 997)

When Harley-Davidson receives an ASN, an Acknowledgment (EDI 997) will be immediately sent to the supplier. The acknowledgement indicates that the ASN was received into the Harley-Davidson EDI system—it is not a guarantee that the ASN meets the standard and can be used for receipt of the material.

After an acknowledgement is sent, the ASN data is validated for accuracy. If during the validation process, data is identified as incorrect, the ASN will be rejected and will not be forwarded to the intended Harley-Davidson site. The supplier will be notified of the ASN rejection via an ASN Edit Report email that is sent to individuals set up as ASN Contacts in H-DSN. For additional regarding the ASN Edit Report email, please reference the ASN Errors Troubleshooting Guide that is posted on H-DSN's Electronic Commerce web page.

When an ASN is rejected during the data validation process, the Harley-Davidson purchasing representative and receiving has no visibility to it and it appears as if no ASN was sent. In order for the supplier to be given credit for sending an ASN, all errors must be corrected on the ASN and it must be resent to H-D. Please reference the ASN Errors Troubleshooting Guide for assistance in correcting ASN errors.

Freight Carrier EDI Requirements

Harley-Davidson accepts 211 (Motor Carrier Bill of Lading) and 214 (Transportation Carrier Shipment Status Message) EDI transactions from *specific* freight carriers, which are selected by Harley-Davidson Transportation. Harley-Davidson Transportation will contact the freight carrier when 211 and 214 transactions are required.

Prior to sending the 211 and 214 EDI transactions to Harley-Davidson, the freight carrier must test the transaction with Harley-Davidson Transportation. Please contact the Harley-Davidson Transportation to make the testing arrangements. The 211 and 214 EDI standards are available on the Electronic Commerce web page.

Trading Partner Expectations

Once the supplier becomes EDI capable all communication of Harley-Davidson requirements and notification to Harley-Davidson of inbound shipments is done electronically. It is the supplier's responsibility to training appropriate staff in the processes necessary to receive forecast information and orders as well as sending ASNs.

Harley-Davidson has performance metrics in place that will measure the accuracy of the ASN. Please contact your Harley-Davidson purchasing representative for additional information regarding the performance metrics.

Material Replenishment Process

Harley-Davidson is committed to reducing overall costs in the material replenishment process. Electronic commerce is recognized as a way to transfer information quickly and accurately throughout the supply chain. Harley-Davidson also recognizes that the more integrated the electronic commerce methods throughout the supply chain, the more effective and efficient that supply chain can be. More effective and efficient processes will reduce the overall costs within that supply chain.

The next page illustrates Harley-Davidson's recommended replenishment process flow utilizing EDI transactions and bar code labels to create a more efficient replenishment process.

Harley-Davidson's Recommended Replenishment Process Flow Coordinating Electronic Commerce and Bar Code Information

