



**862-HD Contingency Plan  
H-D Purchasing  
Representative Prints and  
Communicates Ship  
Schedules**

**November 2006**

## Requirements

- The Harley-Davidson purchasing representative responsible for performing this task must have ASI, MRP or Ship Schedule Inquiry knowledge to obtain current ship schedule information.
- Each purchasing representative is responsible for obtaining and communicating the ship schedules information to the suppliers that they manage.
- This plan is to be implemented when one or more of the following locations have not received / processed the ship schedule.
  - H-D EDI Gateway
  - H-D VAN, Sterling Commerce
  - H-DSN
  - Order Management

## Instructions

1. Identify the suppliers who require communication of their ship schedules.
2. Determines the best source (i.e. ASI, MRP, Ship Schedule Inquiry, etc.) to obtain the most current ship schedule information.
3. Print the information. Note: The term “Print” can be a hard copy, electronic copy, cut and paste data, or a picture of a screen with data.
4. Communicate the information to the suppliers. Note: The term “Communicate” can be via an email, telephone call, fax, or etc.

## Additional Assistance

For additional assistance please  
contact your Purchasing Lead.