



Date: February 5, 2003

Dear valued Suppliers,

SUBJECT: Harley Davidson Business Contingency Planning Guide

Harley Davidson and their suppliers have historically been proactive in utilizing best practices or creating strategies that support continuous improvement and sustainable growth.

We have often identified and shared those tools that allow us to be predictable, and flexible in meeting the ever-changing economic landscape. It is our pleasure to provide another tool in that continuous journey.

Over the past year, a team of Supplier Advisory Council members and H-D Materials Leadership had been researching and developing a process for mitigating potential risk to manufacturing and business operations. The team focused on a method to plan and perform contingency planning. The combined result of those efforts produced the enclosed "Guide to Contingency Planning". The guide is an entry-level document into the process of developing and implementing your own unique plan.

During 2003 it is the expectation of Harley Davidson that our suppliers engage in a similar process of contingency planning. Eventually all suppliers in the extended enterprise will protect operations by imbedding contingency planning within their business strategy.

In the event that your organization already implemented a "Contingency Plan", H-D will not ask to change it, but will recognize your proactive state of readiness. We thank you, along with every supplier who endeavors to implement this beneficial tool.

Albert Keal
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