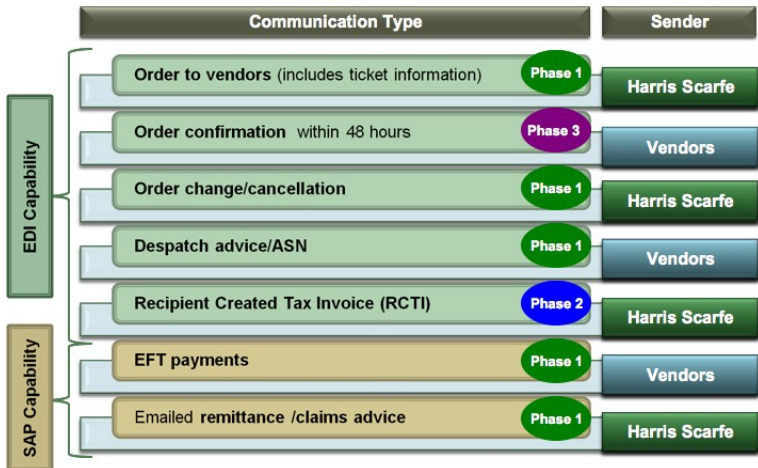


What's Changing	What this means for Vendors	Who	When	Action or Information
<p>Harris Scarfe EDI Solution</p>	<p>Harris Scarfe is currently working to define and complete Phase 1 Message Implementation Guides (MIGs) with their EDI partner Leadtec.</p> <p>Phase 1 MIGs will be available to distribute to vendors and other Value Added Networks (VANs) in late April 2009. Vendors can liaise directly with Leadtec or with another EDI vendor of choice.</p> <p>Leadtec Supplier Engagement team will start contacting Harris Scarfe vendors in late April to schedule activities for Phase 1.</p> <p>Feedback from the EDI Survey and Vendor Information Sessions resulted in a further review of our EDI Solution. We will now go live with the following listed EDI Messaging set (Phase 1), with additional messages to be phased in over the next 12 months post go-live (phase 2 & 3):</p>  <p>Again, as a direct result from the Vendor feedback, we are now implementing Recipient Created Tax Invoice (RCTI) in the second phase of our EDI solution. This is instead of an EDI Invoice.</p> <p>This functionality allows Harris Scarfe to send payments to you, based on our agreed PO, your ASN and our scan receiving process.</p>	<p>EDI</p>	<p>April 09</p>	<p>Information</p>
<p>Vendors Transitioning to EDI</p>	<p>Vendors on EDI today - Old messaging will continue to be supported in SAP for one year post go-live. For suppliers already testing process, we will complete testing with them.</p> <p>Transitioning to the new EDI message set - All Vendors will now transition to the new message set , and those Vendors currently using old format, in time will transition to the new messaging.</p>	<p>EDI</p>	<p>Atlas Go-Live June 29</p>	<p>Information</p>
<p>Purchase Orders</p>	<p>Consolidated Order across Home or Apparel Buyerships, with orders containing both Allens and Harris Scarfe requirements. This will result in streamlined paperwork, as Vendors will receive fewer orders containing larger quantities.</p>	<p>Sales</p>	<p>Atlas Go-Live June 29</p>	<p>Information</p>
<p>Due Date (Not After)</p>	<p>SAP provides a Due Date vs. a Delivery Window meaning orders can be delivered up until this time, but not after. This allows greater management of orders, having one due date vs. several.</p>	<p>Logistics Sales</p>	<p>Atlas Go-Live June 29</p>	<p>Information</p>

What's Changing	What this means for Vendors	Who	When	Action or Information
Print Tickets	As per our new processes, Vendors will now be required to print their own tickets. Exact requirements will be outlined in Harris Scarfe's Policy and Procedures Guide which is due for release in late April.	Logistics Sales	Atlas Go-Live June 29	Information
Purchase Order Number	Purchases (orders placed with our vendors) will now require a purchase order number before an order is processed. Please ensure you have a process to capture this number.	Accounts	Atlas Go-Live June 29	Action
PO on Invoice (Non RCTI Vendors)	The allocated PO number is to be located (visible) on your invoice. This detail is required by Harris Scarfe to process payments effectively and efficiently. Therefore it is important to note, invoices will not be processed without a PO, and seeking Vendors assistance to work with our teams to ensure this is received prior to an order being processed.	Accounts	Atlas Go-Live June 29	Action
One invoice per PO (Non RCTI Vendors)	Our new process requires Vendors to provide one invoice per PO, as multiple invoices per PO may not be able to be processed through our new system. This change will also assist Harris Scarfe to streamline processing of payments with less paperwork & easier management of purchases.	Accounts	Atlas Go-Live June 29	Action
PO Example (Non EDI Vendors Only)	For Vendors transitioning to EDI, please find attached an example of the SAP PO Form. Please share this with your teams and update your systems accordingly. This is only a temporary step, as Vendors are not required to complete this form once they transition to EDI .	Sales	Atlas Go-Live June 29	Action
One Cross Dock Rebate Per Mth	Combining cross dock rebates into one blended rate, enabling one payment versus multiple payments. Our team will liaise with Vendors throughout May to confirm the blended rebate.	Sales	Atlas Go-Live June 29	Information
Replenishment Lead Times	A maximum of 10 calendar days from time of receiving order to delivery at the DC. Over time, our new system will allow us to develop a more efficient and accurate way to manage replenishments	Sales	Atlas Go-Live June 29	Information
Delivery Docket (Vendors transitioning to EDI only)	For Vendors transitioning to EDI, a single Delivery Docket is required per PO, and for those already on EDI, these details are collected via your ASN. Delivery Docket to include the following detail: <ul style="list-style-type: none"> • Reference to the PO number • Display total Stock quantities • Breakdown of stock quantities, per store per PO • Docket Number (10 digits or less) 	Logistics	EDI go-live June 1	Action

What's Changing	What this means for Vendors	Who	When	Action or Information
<p>Article Registration</p>	<p>As part of the new Article Registration process, vendors will now be required to complete an Article Registration Template. This process will come into effect pre go-live and the template will be sent to Vendors within the next few weeks.</p> <p>This process will ensure greater accuracy of our database through upfront collection, and enable a more reliable and accurate ordering process between Harris Scarfe and our Vendors.</p> <p>For Articles already registered, these are currently being cleansed by Buyers, and will be validated through the EDI Testing process scheduled to commence May 09. Throughout this time, our Buying teams will contact vendors separately to obtain any missing information to ensure we go-live with a clean database.</p>	<p>Sales</p>	<p>Late April</p>	<p>Information</p>
<p>Updated Policy & Procedure Guide (PPG)</p>	<p>The PPG contains specifications Vendors require to make the necessary changes in their business e.g. SSCC labels etc. The updated version will be loaded to the Harris Scarfe Vendor Site in the coming weeks.</p>	<p>Logistics Sales</p>	<p>Late April</p>	<p>Information</p>