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**WORLD FINANCIAL**

**SYMPOSIUM**

# 8<sup>th</sup> Simplified Invoicing and Settlement General Meeting

24 September 2019



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# Are you making the best use of MISC/NON-Transportation SIS features?

## SIS Breakout Session #4

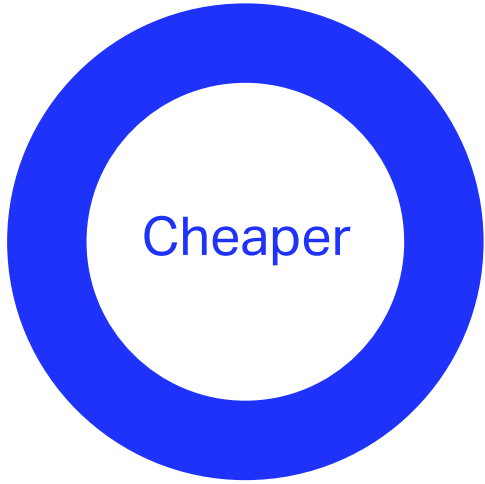
Suresh Pereira (EK)

Travis LaForest (UA)

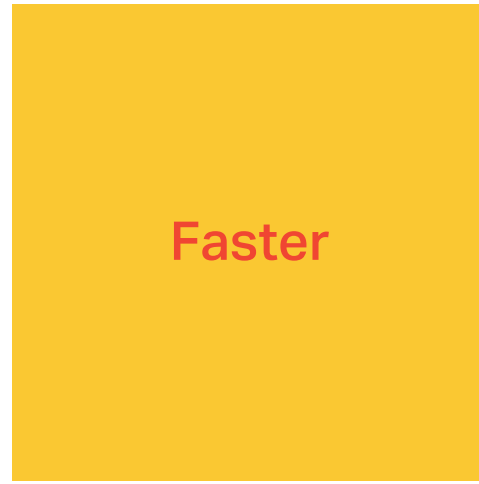
Iuliana Filiuta (IATA)



# Benefits of e-invoicing with SIS



- Eliminates paper/postage costs
- Lower processing cost
- Fewer lost, erroneous invoices
- Eliminates complexity



- Reduces processing speed for both AR & AP
- Enables auto reconciliation & posting
- Improves cash flow and forecasting
- Reduces late payments



- Removes manual intervention
- Eliminates fraud
- Enables automated matching of charges
- Ensures legal compliance



- Single invoicing standard for industry
- Connect to one, connect to all
- Shared platform, shared benefits & costs



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Do **you** see the  
benefits?



# SIS functionality for Non Transportation



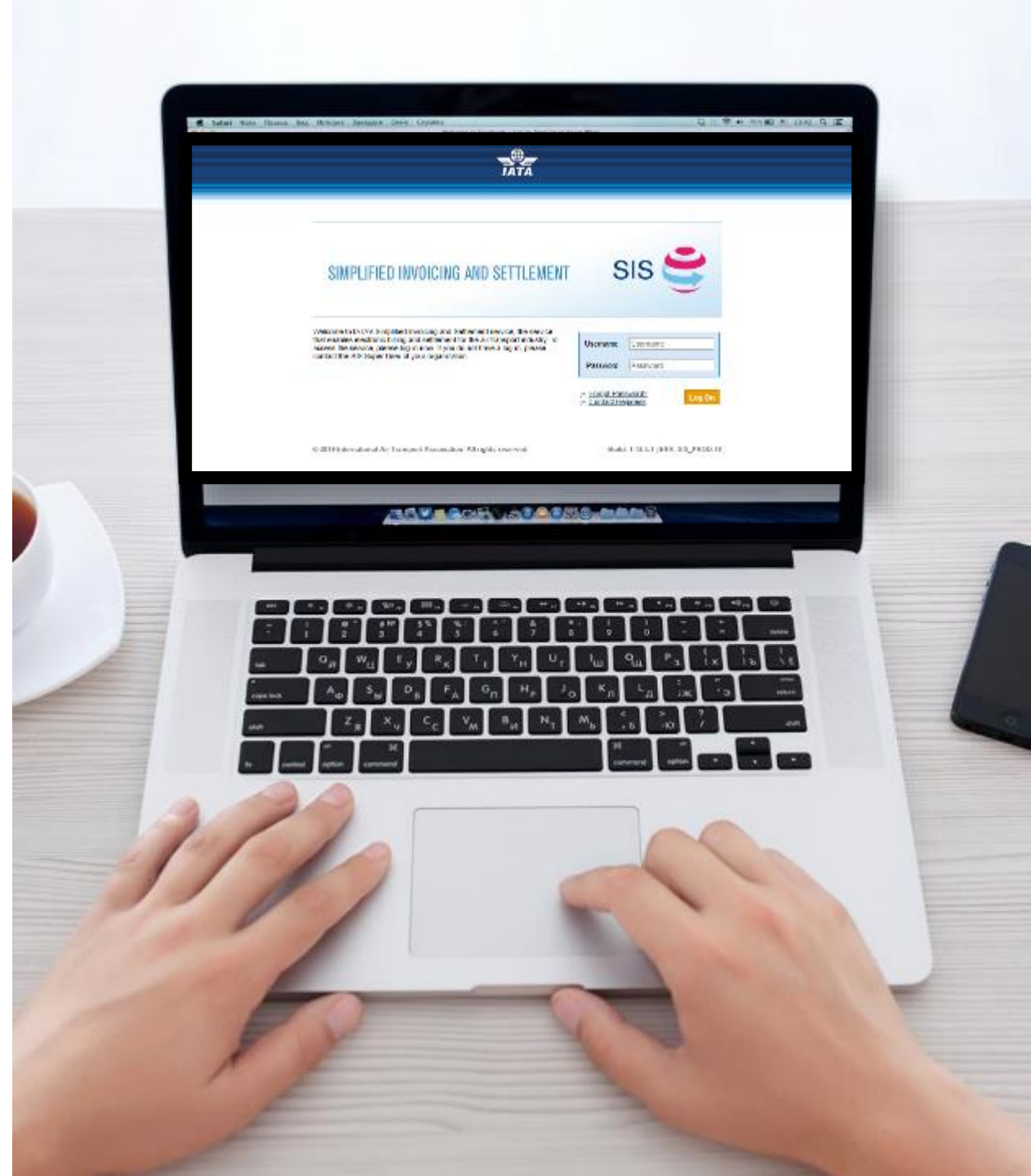
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Which ones are you using?



“United has had great success with the use of location ID setups and user specific location functionality”



# Improve efficiency with SIS

## *United's use of Location ID*



❑ This has created greater efficiency systemwide but especially in our international finance offices



❑ Our finance offices can access invoices quickly and easily





# What are the benefits of using Location IDs?

## Efficiency

Location ID and User Setups increase productivity:

- Individualized email alerts
- Decreased time logging into SIS
- Centralized process for invoices for each location

**Faster processing**



**Faster payments**

## Segregation of Duties

Individual users are assigned by location:

- Limits access to just that locations invoices
- Minimizes duplicate payments, non-payments, and late payments

**Accurate payments**



**Happy suppliers**

## User Access

Unique Location ID setups allows for user access by location:

- This centralizes all invoices for groups such as Finance, internal audit, and AP
- Access can include all invoices or just what an user should be allowed to access

**Better User Access**



**Better controls**



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# Functionality Review

- ✓ Location Setup
- ✓ User Creation/Setup
- ✓ Location Associations/Management
- ✓ Email Notifications
- ✓ SIS User Report



# Create/Manage Location IDs



SIS Simplified Invoicing and Settlement

Welcome Travis LaForest : Alerts (0) : Messages (0) : Home : Contact IS Help Desk : Help : Log Off

Miscellaneous UATP Reports General Profile and User Management

Home >> Profile and User Management >> Manage Member Profile

## Member Profile



### Manage Member

Member Details Locations Contacts e-Billing Passenger Cargo Miscellaneous UATP ICH ACH

#### Search Existing Location:

Please Select

View

Add Location

#### Location Details

\* Member Legal Name:

\* Member Commercial Name:

Company Registration ID:

Tax/VAT Registration #:

Add. Tax/VAT Registration #:

\* Address Line1:

Address Line2:

Address Line3:

\* City Name:

Location Name:

Postal Code:

\* Country Name:

Please Select

Subdivision Name:

UATP Location:

☐

Active :

☒

General Terms Document:



# Manage User Location Associations



SIS Simplified Invoicing and Settlement

Miscellaneous UATP Reports General Profile and User Management

## Modify Location Association

User / Contact: user.name@email.com

Location Association Type:

- ☐ None  
☐ All Location IDs  
☒ Specific Location IDs

Unassociated Location IDs:

Main-Houston-US  
UATP-Houston-US  
1-Chicago-US  
2-Houston-US  
3-Houston-US  
4-Chicago-US  
5-Houston-US  
6-Houston-US  
7-Oslo-NO  
8-Lisboa-PT  
9-Moscow Area-RU  
10-Muharraq-BH  
11-Levallois-Perret-FR  
12-Copenhagen-DK  
13-Singapore-SG


Associated Location IDs:

24-Mumbai City-IN  
25-New Delhi-IN

Save

Cancel






Tue 7/2/2019 8:55 PM

donotreply@iata.org

**SIS: MISC Payables Invoices/Credit Notes delivered on 03-Jul-19 for Location 24 - SIS Production**

To user.name@email.com

 Follow up. Start by Monday, July 22, 2019. Due by Monday, July 22, 2019.

Dear SIS Member,

Payables MISC Invoices/Credit Notes were delivered in IS-WEB on 03-Jul-19 for Billed Location 24. Please refer to the table below for details.

Billing Member	Invoice/Credit Note Number	SMI	Charge Category	Billing Currency	Billing Amount
Airline 1	0308336400	B	ATC	INR	100

Regards,  
IATA SIS Operations Team



Simplified Invoicing and Settlement

Welcome Nitin Y

Miscellaneous

Reports

Home >> Miscellaneous >> Payables >> View Daily Bilateral Invoices / Document Packages

Invoice / Document Package Search

Invoices/Credit Notes

Document Packages

Search Criteria

\*Delivery Date From:  
01-Jul-19

Invoice/Credit Note Number:

Payment Status as per Billing Member:  
All

\* Delivery Date To:  
22-Aug-19

SMI:  
All

Payment Status as per Billed Member:  
All

Transaction Type :  
All

Charge Category:  
All

Billing Member:

Location:

\*Billed to Location ID:  
24  
25

Search

Clear

Search Results

Actions	Billing Period	Delivery Date	Billing Member	Billed Member's Location ID	Transaction Type	Invoice/Credit Note Number	Charge Category	SMI	Billing Currency	Billing Amount	Payment Status as per Billing Member	Payment Status as per Billed Member
	JUN 2019 P4	03-Jul-19	XB-E70-Airports Authority of India (Air Navigation Charges)	24	Original Invoice	0308336400	ATC	BILATERAL	INR	100	Full Payment Received	Viewed


Page: 1 of 1


5

View 1 - 1 of 1



# SIS Users Report



SIS  Simplified Invoicing and Settlement

Miscellaneous ▾UATP ▾Reports ▾General ▾Profile and User Management ▾

Home >> Reports >> SIS Users Report

**SIS Users Report**

**Search Criteria**

User Email:

Generate Report

Processing Dashboard

SIS Usage Report

SIS IS-WEB Usage Report

Member/Contact Report

**SIS Users Report**

IS and CH Calendar Report

Invoice Deletion Audit Trail Report

Invoice Reference Data

Financial Controller ▸

Miscellaneous ▸

Download Offline Reports

ssions:



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The Location ID access control is currently being used by **16** airlines

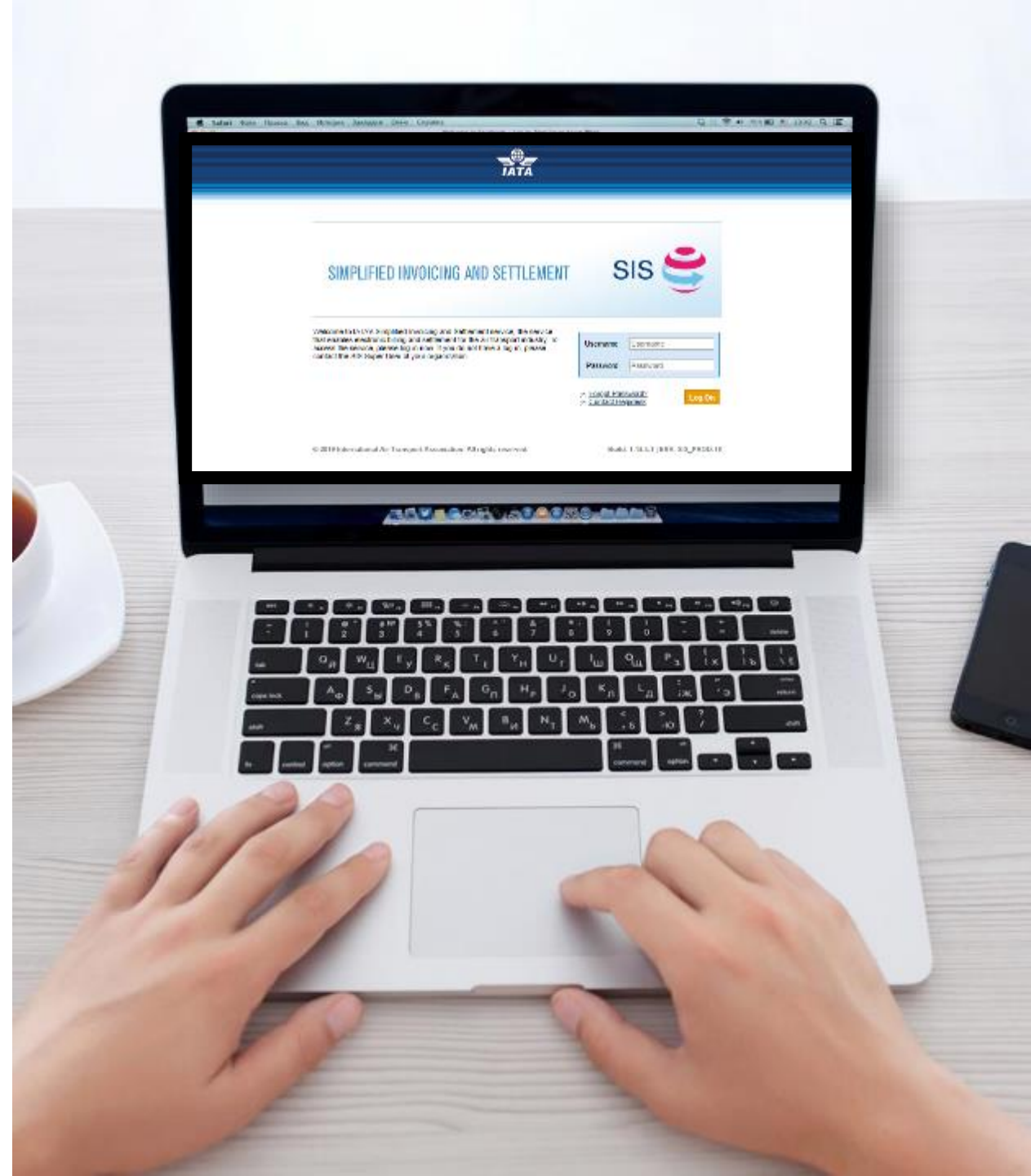
**From a total of 670 active SIS participants.**

**Could your processes be improved with this functionality?**





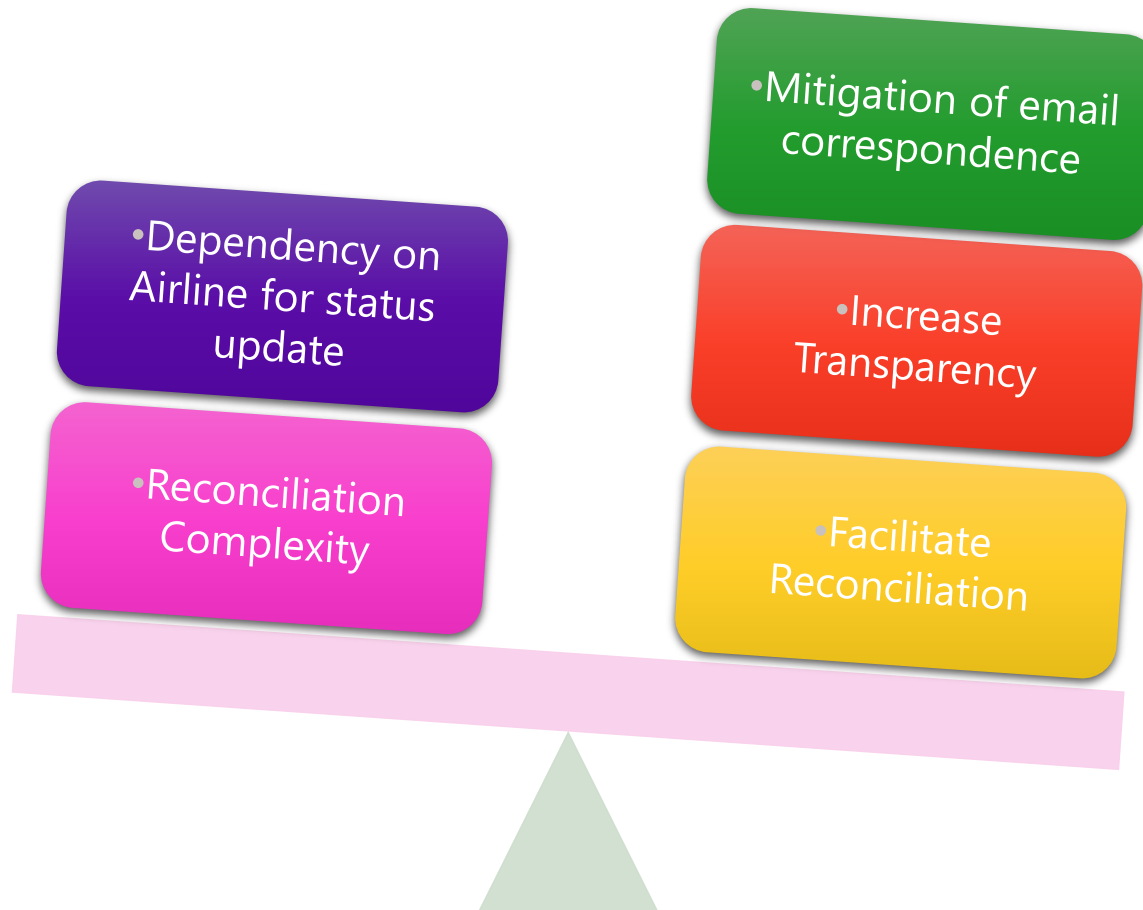
“Emirates is looking  
at the Payment  
Status as a one stop  
shop for  
reconciliations of all  
billed airlines”



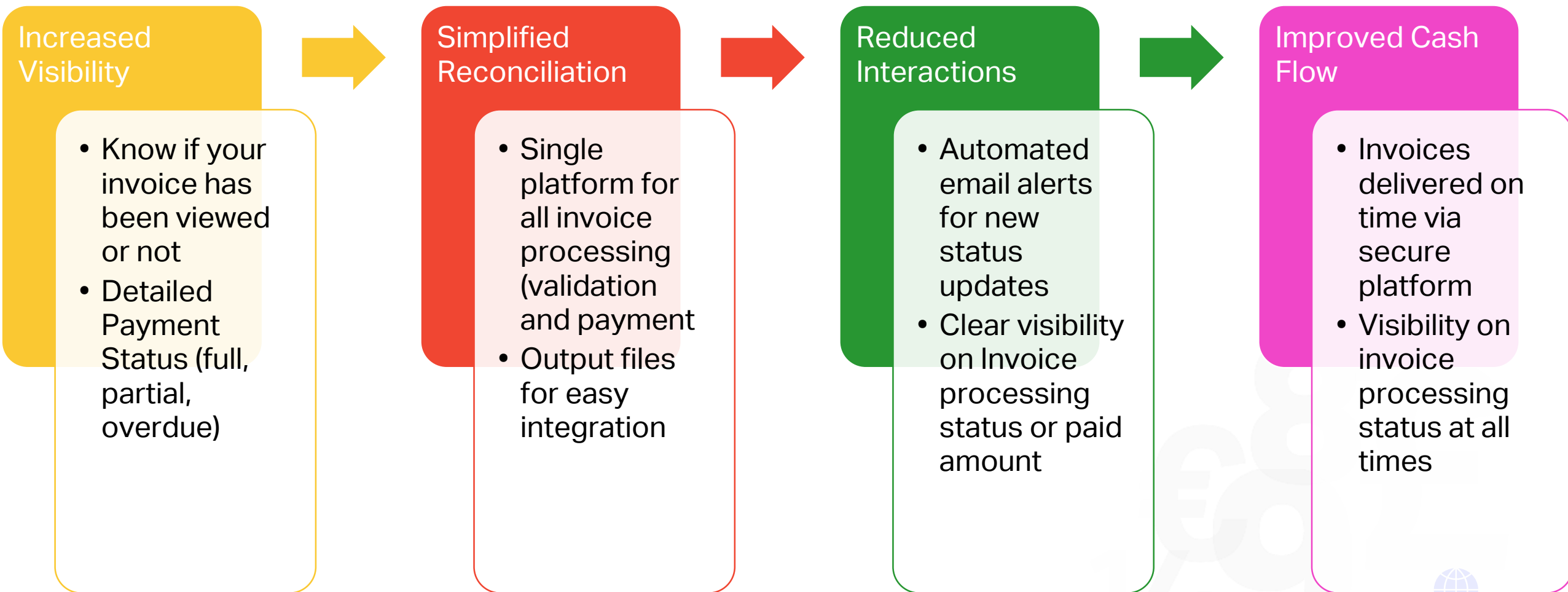
•Existing  
Process

•SIS Payment  
Status

*Emirates' use of  
Payment Status*



# What are the benefits of using Payment Status?



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# Functionality Review

- ✓ View/Update Payment Status
- ✓ Output Files/Reports
- ✓ Email Notifications



Invoices/Credit Notes

Document Packages

## Search Criteria

\* Billing Year/Month:

2019-Jul ▼

\* Billing Period:

All ▼

Transaction Type :

All ▼

Invoice/Credit Note Status:

All ▼

Billed Member:

\* Billed from Location ID:

Main  
1  
2  
3  
4  
5  
6

Invoice/Credit Note Owner:

All ▼

Invoice/Credit Note Number:

SMI:

All ▼

Charge Category:

All ▼

Location:

File Name:

Submission Method:

All ▼

Payment Status as per  
Billing Member:

All ▼

Payment Status as per  
Billed Member:

All ▼

Search

Clear

## Search Results

Invoice/Credit Owner	Transaction Type	Invoice/Credit Note Number	Invoice/Credit Note Status	Charge Category	SMI	Billing Currency	Billing Amount	Exchange Rate	Clearance Currency	Clearance Amount	Payment Status as per Billing Member	Payment Status as per Billed Member	Submission Method
USER	Original Invoice	0093956472	Presented	Service Provider	S	HKD	195.000				<a href="#">Full Payment Received</a>	<a href="#">Received</a>	IS-XML
USER	Original Invoice	0093956455	Presented	Service Provider	S	MNT	34,400.000				<a href="#">Overdue Payment</a>	<a href="#">Viewed</a>	IS-XML
USER	Original Invoice	0093956386	Presented	Service Provider	S	HKD	1,196.640				<a href="#">Overdue Payment</a>	<a href="#">Received</a>	IS-XML
USER	Original Invoice	0093956502	Presented	Service Provider	S	HKD	195.000				<a href="#">Full Payment Received</a>	<a href="#">Received</a>	IS-XML
USER	Original Invoice	0093956625	Presented	Service Provider	S	HKD	195.000				<a href="#">Full Payment Received</a>	<a href="#">Received</a>	IS-XML



# IATA WORLD FINANCIAL SYMPOSIUM Update Payment Status

Payment Status as per Billing Member (Receivables)

### Update Payment Status

\*Payment Status as per Billing Member:  Currency of Amount Received:  Amount Received:  Currency of Total Amount Received:  Total Amount Received:

Remarks:

Date of Wire Transfer Receipt:

Reference Number:

### Payment Status History

Payment Status	Time Stamp UTC	Updated By	File Name	User Name	Remarks	Currency of Amount Received	Amount Received	Currency of Total Amount Received	Total Amount Received	Date of Wire Transfer Receipt	Reference Number
Overdue Payment	31-Aug-19 04:16	CSV File	MRSF-A892019083100111.2								
Viewed by Billed Member	21-Aug-19 02:49	System			Updated by the system upon user view						
Delivered	02-Aug-19 01:01	System									

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# IATA WORLD FINANCIAL SYMPOSIUM

# Reporting

InvoiceNum	InvoiceDate	Net Due Date	Transaction Type	ChargeCategory	Billing	Billing Curr	Excl	Clear	Clearance	Payment Status as per Billing Member	Remarks (Billing Member)
0093916777	10-JUL-19		Credit Note	Service Provider	USD	-1,800.000	1.00	USD	-1,800.000	Viewed by Billed Member	Updated by the system upon user view
0090708647	28-MAY-14		Original Invoice	Finance	USD	1,485.000	1.00	USD	1,485.000	Viewed by Billed Member	Updated by the system upon user view
0093921602	12-JUL-19		Original Invoice	Service Provider	USD	130.000	1.00	USD	130.000	Viewed by Billed Member	Updated by the system upon user view
0093916776	10-JUL-19		Original Invoice	Service Provider	USD	1,800.000	1.00	USD	1,800.000	Viewed by Billed Member	Updated by the system upon user view
0093922883	13-JUL-19		Original Invoice	IT Services	USD	800.000	1.00	USD	800.000	Viewed by Billed Member	Updated by the system upon user view
0093916285	09-JUL-19		Original Invoice	Service Provider	USD	334.060	1.00	USD	334.060	Viewed by Billed Member	Updated by the system upon user view
0093921656	12-JUL-19		Original Invoice	Service Provider	USD	3,253.500	1.00	USD	3,253.500	Viewed by Billed Member	Updated by the system upon user view
0093916783	10-JUL-19		Original Invoice	Service Provider	USD	46,389.050	1.00	USD	46,389.050	Viewed by Billed Member	Updated by the system upon user view
0093921608	12-JUL-19		Original Invoice	Service Provider	USD	2,092.550	1.00	USD	2,092.550	Viewed by Billed Member	Updated by the system upon user view
0093921635	12-JUL-19		Original Invoice	Service Provider	USD	26,184.190	1.00	USD	26,184.190	Viewed by Billed Member	Updated by the system upon user view
0093921654	12-JUL-19		Original Invoice	Service Provider	USD	4,000.000	1.00	USD	4,000.000	Viewed by Billed Member	Updated by the system upon user view
0093922885	13-JUL-19		Original Invoice	IT Services	USD	700.000	1.00	USD	700.000	Viewed by Billed Member	Updated by the system upon user view
0093924152	15-JUL-19		Original Invoice	Service Provider	USD	1,650.000	1.00	USD	1,650.000	Viewed by Billed Member	Updated by the system upon user view
0093920688	11-JUL-19		Original Invoice	Service Provider	USD	8,180.000	1.00	USD	8,180.000	Viewed by Billed Member	Updated by the system upon user view
0093924151	15-JUL-19		Original Invoice	Service Provider	USD	1,650.000	1.00	USD	1,650.000	Viewed by Billed Member	Updated by the system upon user view
0093921609	12-JUL-19		Original Invoice	Service Provider	USD	1,000.000	1.00	USD	1,000.000	Viewed by Billed Member	Updated by the system upon user view
0093922886	13-JUL-19		Original Invoice	IT Services	USD	500.000	1.00	USD	500.000	Viewed by Billed Member	Updated by the system upon user view
0093922887	13-JUL-19		Original Invoice	Finance	USD	1,039.000	1.00	USD	1,039.000	Processed via CH	
0093920670	11-JUL-19		Original Invoice	Service Provider	USD	334.060	1.00	USD	334.060	Viewed by Billed Member	Updated by the system upon user view
0093921626	12-JUL-19		Original Invoice	Service Provider	USD	11,487.020	1.00	USD	11,487.020	Viewed by Billed Member	Updated by the system upon user view
0093922895	13-JUL-19		Original Invoice	IT Services	USD	1,525.000	1.00	USD	1,525.000	Viewed by Billed Member	Updated by the system upon user view
0093922892	13-JUL-19		Original Invoice	Finance	USD	2,033.000	1.00	USD	2,033.000	Viewed by Billed Member	Updated by the system upon user view
0093921619	12-JUL-19		Original Invoice	Service Provider	USD	3,000.000	1.00	USD	3,000.000	Viewed by Billed Member	Updated by the system upon user view
0093913908	09-JUL-19		Original Invoice	Service Provider	AUD	313.350				Full Payment Received	
0093913893	09-JUL-19		Original Invoice	Service Provider	AUD	313.350				Full Payment Received	
0093913894	09-JUL-19		Original Invoice	Service Provider	AUD	313.350				Full Payment Received	
0093913895	09-JUL-19		Original Invoice	Service Provider	AUD	313.350				Full Payment Received	
0093913896	09-JUL-19		Original Invoice	Service Provider	AUD	313.350				Full Payment Received	



# IATA WORLD FINANCIAL SYMPOSIUM

# Email Notifications



Fri 9/20/2019 12:01 AM  
DoNotReply@Iata.Org  
SIS: Daily MISC Payables Payment Status Updates as on 20-Sep-2019  
To user.name@email.com

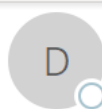
Dear SIS Member,

One or more Payment Status updates were performed by your organization, by the system, or by Billing Members on your Payables Invoices/Credit Notes in the last 24 hours.

Please refer to the table below for details.

Line #	Billing Year	Billing Month	Billing Period	Billing Member Code	Billing Member Name	Billed Member Code	Billed Member Name	Invoice/Credit Note Number	Invoice Value	Update Performed on Field	Payment Status	Update Timestamp UTC	Remarks	Currency of Amount Received / Paid	Amount Received / Paid	Currency of Total Amount Received/ Paid	Total Amount Received / Paid	Date of Wire Transfer Receipt / Execution	Reference Number
1	2019	9	1	ABC	Airline 1	XYZ	Airline 2	117TRn1gaM	100.000	Payment Status as per Billing Member	Full Payment Received	20-SEP-2019 01:10	payment confirmation 1234567	EUR	100.000	EUR	100.000	20190901	1234567

Regards,  
IATA SIS Operations Team



Fri 9/20/2019 12:00 AM  
DoNotReply@Iata.Org  
SIS: Daily MISC Receivables Payment Status Updates as on 20-Sep-2019  
To user.name@email.com

Dear SIS Member,

One or more Payment Status updates were performed by your organization, by the system, or by Billed Members on your Receivables Invoices/Credit Notes in the last 24 hours.

Please refer to the table below for details.

Line #	Billing Year	Billing Month	Billing Period	Billing Member Code	Billing Member Name	Billed Member Code	Billed Member Name	Invoice/Credit Note Number	Invoice Value	Update Performed on Field	Payment Status	Update Timestamp UTC	Remarks	Currency of Amount Received / Paid	Amount Received / Paid	Currency of Total Amount Received/ Paid	Total Amount Received / Paid	Date of Wire Transfer Receipt / Execution	Reference Number
1	2019	9	1	ABC	Airline 1	XYZ	Airline 2	117TRn1gaM	100.000	Payment Status as per Billing Member	Full Payment Received	20-Sep-2019 01:10	payment confirmation 1234567	EUR	100.000	EUR	100.000	20190901	1234567

Regards,  
IATA SIS Operations Team





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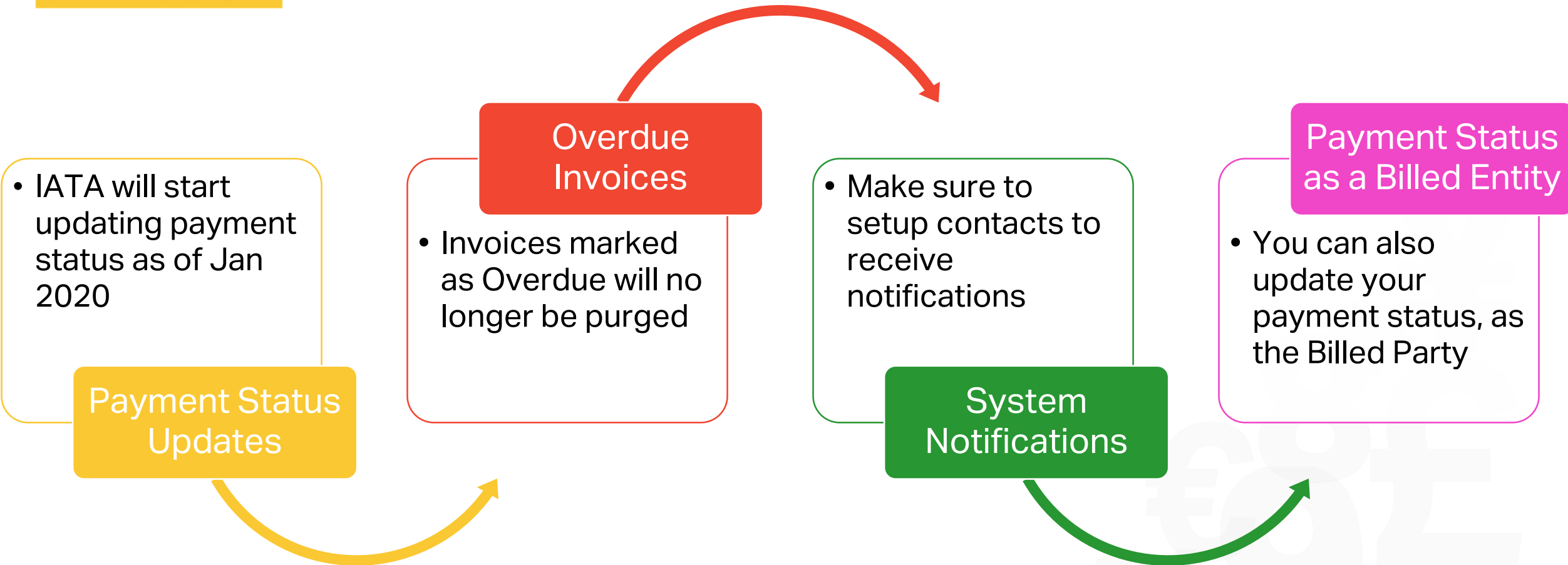
The Payment Status is currently being used by **14** airlines and suppliers.

**From a total of 670 active SIS participants.**

**Could you add value with this functionality?**



# Payment Status by IATA



# 75%

of invoices are  
viewed within 10  
days from issue  
date.



# 15 days

Average time  
for payment



# 40%

of invoices are  
not paid within  
the due date



## System Generated Payment Status

- Payment Status Data used to build customer payment trends and payment profiles.
- Payment profiles will serve to highlight customers requiring special attention for collection follow-up.
- Trends will also be used to identify customers with an increasing number of days to pay trend and to prevent debt accumulation.





What is your success story?





# Adoption of existing MISC functionality

456

members have  
opted to receive  
IS-XML Outputs  
and OARs



20

members have  
enabled the new  
CSV listings



22

members have  
opted for Location  
Specific output  
files



197

members have  
opted for daily  
delivery of  
bilateral invoices



# What is next?

Use today's sessions to analyze your processes and identify improvements.

**Share your success story next time!**





# Questions Comments Feedback

Thank you

