



**SIS – Simplified Invoicing and  
Settlement**

**Release 1.22.6.0 Communication**

**June 2026**

**Version No: 1.0**

## Contents

Release 1.22.6.0 Deployment Schedule .....	3
Scope of Release 1.22.6.0 .....	4
Appendix A – Email Parameters.....	12
Appendix B – MISC Line of Business (LOB) Master .....	14
Appendix C – PAX ‘Blocked Tax Codes’ Report Search Criteria .....	20

## Version Control

VER.	DATE	COMMENTS/CHANGES
1.0	June-2026	Original version

## Release 1.22.6.0 Deployment Schedule

The deployment of **Release 1.22.6.0** currently planned to occur on **Monday 29<sup>th</sup> June 2026**, after P03 June 2026 period that closes on 26<sup>th</sup> June 2026 at 17:00 EDT. The details regarding the downtime time for the deployment of this Release will be communicated by email at least seven (7) days prior to the deployment.

*Note: Changes included in this document are only those associated with Release 1.22.6.0.*

## Scope of Release 1.22.6.0

### Change Requests (CR's) selected by the SIS Steering Group

The list of enhancements covered in this Release are explained in the table below.

Some changes may have an impact on SIS Users; it is recommended reviewing the below section in detail for evaluating any possible impact.

CR #	Subject	Affected Billing Categories	Affects Record Structure?	Changes in Validation ?
<a href="#">SIS-122</a>	Send B2B Invoices via Email Using the Billing Entity's SMTP Server	MISC	No	No
<a href="#">SIS-155</a>	MISC - Auto-increment Billing Period	MISC	No	No
<a href="#">SIS-156</a>	LOB in MISC IS-XML	MISC	Yes	No
<a href="#">SIS-165</a>	Changes to the PAX Blocked Tax Codes Report	PAX	No	No



<p><a href="#">SIS 122</a></p>	<p><b>Send B2B Invoices via Email Using the Billing Entity's SMTP Server</b></p>	<p><b>Description:</b></p> <p>SIS has the capability of sending Miscellaneous billing category invoices via email. This is currently done when the billed entity is not on SIS. Such emails go out with the domain iata.org. With this change, billing entities can also get their SIS invoices emailed to the billed entity using their own domain server. This is by either getting SIS to connect to their SMTP server or by delegating a sub-domain to SIS.</p> <p>With this enhancement, SIS billing entities can also customize emails to their billed entities. This feature also has a "Test" functionality that the member user will be able to perform tests of these emails and view on how the email would look. Please refer to <a href="#">Appendix A</a> at the end of this document.</p> <p><b>Billing Categories:</b></p> <p>This enhancement is applicable only for <b>Miscellaneous</b> Billing Category.</p> <p><b>Changes to IS-WEB:</b></p> <p>A new tab calls 'Email Parameters' will be displayed in <b>Management</b> &gt;&gt; 'Manage Member Profile' screen. Refer to <a href="#">Appendix A</a>. This tab only will be displayed if the member's 'Member SMTP Server Settings' is configured by IATA's SIS Operations team for that member. If you are interested in this feature, do contact the SIS Operations team via the <a href="#">IATA Customer Portal</a>.</p> <p><b>Changes to Input Files:</b> N/A</p> <p><b>Changes to Output Files:</b> N/A</p> <p style="text-align: right;"><a href="#">Back To Top</a> ↗</p>
--------------------------------	--	--



<p><u>SIS 155</u></p>	<p><b>MISC - Auto-increment Billing Period</b></p>	<p><b><u>Description:</u></b></p> <p>In the Miscellaneous billing category, the 'Settlement Month Period' field is optional. If a billing entity sends an invoice without this node in the IS-XML file, it will put the invoice in the current open clearing house period. Currently due to time differences, many Billing Members start sending files when the previous billing period has closed and the next billing period has not opened (void period) and these end up into the previous period as 'Late submitted'. The Billing Member must now delete the Invoice/Credit Note in error and reload it to the correct period once it has opened.</p> <p>With this enhancement, a new option '<a href="#">Push Late Submitted ICH/ACH Invoices to Next Billing Period</a>' will be added to 'Member Profile' that if enabled, the MISC IS-XML input file (without a value for '<a href="#">Settlement Month Period</a>' in the file) submitted by members in the void period will automatically be processed in the next open billing period.</p> <p><b><u>Billing Categories:</u></b></p> <p>This enhancement is applicable only for <b>Miscellaneous</b> Billing Category IS-XML file submissions.</p> <p><b><u>Changes to IS-WEB:</u></b></p> <p>A new option called "<a href="#">Push Late Submitted ICH/ACH Invoices to Next Billing Period</a>" will be added to 'Profile and User Management' &gt;&gt; 'Manage Member Profile' screen &gt;&gt; 'Miscellaneous' tab.</p> <p>Note: Only invoices submitted to SIS after this option has been enabled will be automatically pushed to the next billing period. For invoices that may have been loaded in the void period and in 'Late submission' error before this option was enabled will still have to follow the old process and delete /resubmit the invoice.</p>
-----------------------	--	---



Changes to Input Files: N/A  
Changes to Output Files: N/A

[Back To Top ↗](#)

<p><b>SIS 156</b></p>	<p><b>LOB in MISC IS-XML</b></p>	<p><b>Description:</b></p> <p>Airlines are looking at ways to digitalize their payables invoice receipt, auto invoice accounting posting and having workflows to route /approve invoices by different departments in their companies.</p> <p>SIS offers some options like Charge category / charge code combinations or PO numbers to be used to drive the workflow but the rules must be maintained in the airlines downstream systems. While some airlines are okay with the current options, other airlines using AI or RPAs would like SIS to further enhance their payable invoices with additional information that could help the decision-making process.</p> <p>To facilitate this, the billed entity can now optionally decide to include a <b>Line of Business (LOB) indicator</b> within the IS-XML file generated by SIS. This allows the billed entity for example to identify whether an invoice corresponds to DOC or non-DOC charges or if an invoice has multiple charge codes then assign a specific code so that it can be routed correctly.</p> <p>This is an optional setting for the billed member. If enabled a new node will be introduced in the IS-XML which the billed member can then use to automate their processes. These rules should be configured using either:</p> <ul style="list-style-type: none"> <li>➤ <b>Charge Category + Charge Code</b> combination, or</li> <li>➤ <b>Supplier + Charge Category + Charge Code</b> combination</li> </ul> <p>A new master '<b>MISC LOB Setup</b>' will be introduced for Member users in the system. This setup will allow them, as billed entities, to configure and maintain the rules that SIS uses to classify invoices, ensuring more accurate processing in their internal systems or distributed to the appropriate departments.</p>
-----------------------	----------------------------------	--

To access and manage this functionality, member users must be assigned two specific permissions:

- **Add/Edit Permission** - [MISCLOBResolutionSetup.Edit](#)
- **Query Permission** – [MISCLOBResolutionSetup.Query](#)

**Billing Categories:**

This enhancement is applicable only for **Miscellaneous** Billing Category.

**Changes to IS-WEB:**

A new 'MISC LOB Setup' will be added under [Home](#) >> 'General' menu. Please refer to [Appendix B](#).

A new master for member users 'MISC LOB Setup' will be available in [Home](#) >> 'General' menu. This master will allow members to define and maintain rules for invoice identifier. Access to this new screen is automatically granted to your SIS super-user who can then grant access to other SIS users in the company.

**Changes to Input Files:** N/A

**Changes to Output Files:**

- **MISC Payables Output IS-XML files** (Not applicable for Receivables):
  - A new field of 'LOB' will be provided in the following output IS-XML files if any record exists for it in the master 'MISC LOB Setup' when the 'Billed Entity' opts for this information
    - Weekly Payables Non-Location Specific files to Billed Members.
    - Weekly Payables Location Specific files to Billed Members.
    - Daily Payables Non-Location Specific files to Billed Members.
    - Daily Payables Location Specific files to Billed Members.



➤ **SIS Users Report**

Two additional columns for new permissions of 'MISCLOBResolutionSetup.Edit' and 'MISCLOBResolutionSetup.Query' will be added to the 'SIS Users Report'

[Back To Top ↗](#)



<p><a href="#">SIS 165</a></p>	<p><b>Changes to the PAX Blocked Tax Codes Report</b></p>	<p><b><u>Description:</u></b></p> <p>Currently, the SIS Report for Passenger “Blocked Tax Codes” allows users to run with the following criteria:</p> <ul style="list-style-type: none"> <li>• Tax codes blocked by [my airline]</li> <li>• Tax codes blocked against [my airline]</li> <li>• Billed airline member</li> </ul> <p>With this enhancement, two new search criteria will be introduced:</p> <ul style="list-style-type: none"> <li>• <a href="#">Tax code(s)</a></li> <li>• <a href="#">Report mode: either 'Summary' or 'Detailed'</a></li> </ul> <p>If “Detailed” is selected as ‘Report Mode’, the detailed report should be generated as per current system behavior.</p> <p>If “Summary” is selected as ‘Report Mode’, the output should be provided in a summarized manner, reducing the number of rows as compared to the detailed output.</p> <p><b><u>Billing Categories:</u></b></p> <p>This enhancement is applicable only for <b>Passenger</b> Billing Category.</p> <p><b><u>Changes to IS-WEB:</u></b></p> <p>Two new Search Criteria fields will be added to PAX ‘Blocked Tax Codes’ Search Criteria as follows: (Refer to <a href="#">Appendix C</a>)</p> <ol style="list-style-type: none"> <li>a. New field ‘<a href="#">Tax Code(s)</a>’ list box shows all taxes that are flagged as “<a href="#">Requires Concurrence</a>” in master ‘<a href="#">Tax Code Setup</a>’</li> <li>b. New option of ‘<a href="#">Report Mode</a>’ as ‘Summary’ and ‘Detailed’</li> <li>c. Airline can now select one or more Blocked Tax Codes if necessary when executing the report. By default, the option will be set to ‘All’.</li> </ol> <p><b><u>Changes to Input Files:</u></b> N/A <b><u>Changes to Output Files:</u></b> N/A</p> <p><a href="#">Back To Top ↗</a></p>
--------------------------------	---	---

# Appendix A – Email Parameters

## Annex 1- Member profile - "Email Parameters" tab

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

### Member Profile

Manage Member

Member Details	Locations	Contacts	e-Billings	Passenger	Cargo	Miscellaneous	UATP	ICH	ACH	Email Parameters
----------------	-----------	----------	------------	-----------	-------	---------------	------	-----	-----	------------------

  

#### Email Parameters as Billing Member

Search:

Billing Member Location: Please Select ▼	Applicable For: Please Select ▼
---	------------------------------------

Search Results:

Actions	Billing Member Location	Sender's Email Address	Applicable For	Last Updated On (EST/EDT)
✖	All	abc@iata.org	Specific Members	25-Nov-20 17:29
✖	1-Galway-IE	xyz@iata.org	Group	15-Dec-20 11:59
<< Pagination Control >>				

  

#### Email Parameters for Billed Member

Search:

Member: XB-8C7-ATLANTIC FLIGHT TRAINING	Location: Please Select ▼	Charge Category: Please Select
--	------------------------------	-----------------------------------

Search Results:

Actions	Member	Location	Email Recipients	Charge Category	Last Updated On (EST/EDT)
✖	XB-8C7	Main-Cark Airport-IE	abc@afta.ie, xyz@afta.ie	Service Provider	25-Nov-20 17:29
✖	XB-8C7	1-Galway-IE	xyz@afta.ie	Finance	15-Dec-20 11:59
<< Pagination Control >>					

## Annex 2 - "Add Email Parameter as Billing Member"

### Add Email Parameters as Billing Member

**\* Billing Member Location:** All

**\* Applicable For:** Specific Billed Members

**Billed Member:** RZ-684-SERVICIOS AERE >> <<

**\* List of Billed Members:** 9M-634-CENTRAL MO  
YC-664-JOINT STOCK

---

**\* Sender's Email Address (Billing Member):**

**CC Email Addresses:**

Note: Emails will be sent using the IATA SMTP email server. The Sender's Email Address should have the domain as "iata.org".

**\* Email Subject:**

Note: The system will automatically add additional information related to the invoice in the subject. This can be viewed in test emails. Also, in test emails, text (Test Email) will be prefixed to the subject text.

**\* Email Body:**

Formatting Controls

**\* Group:** TOU  
ISPA AIRLINE  
ISPA SUPPLIER  
ISUA AIRLINE  
ISUA SUPPLIER

**Exclude Member:** RZ-684-SERVICIOS AERE >> <<

**\* List of excluded Billed Members:** 9M-634-CENTRAL MO  
YC-664-JOINT STOCK

---

**Exclude Member:** RZ-684-SERVICIO >> <<

**List of excluded Billed Members:** 9M-634-CENTRAL  
YC-664-JOINT STO

Please select additional documents with .pdf extension to include in Email Attachment

**File Name:**   No file Selected

Actions	File Name	File Uploaded On (EST/EDT)
✖	Add_Sup_Doc1.pdf	25-Nov-20 17:29
✖	Add_Sup_Doc2.pdf	15-Dec-20 11:59
✖	Add_Sup_Doc3.pdf	25-Jan-20 15:21
✖	Add_Sup_Doc4.pdf	11-Apr-20 15:21
✖	Add_Sup_Doc5.pdf	11-Apr-20 15:21
<< Pagination Control >>		

Include Invoice PDF/XML:

Include PDF Listings:

Include CSV Listings:

Include Supporting Documents:

Clicking the Test button will send a test email to the user performing the test, if the system is able to log in to IATA's SMTP server and send an email using an IATA identity.

**View when applicable for is selected as "Specific Member(s)"** →

**View when applicable for is selected as "Group"** →

**View when applicable for is selected as "All"** →

**These notes will be displayed.**  
The content of the 1<sup>st</sup> note (about the SMTP server) should change based on the customer's SMTP setup in the SIS Ops tab.

**The "Test" button and note will be displayed.**  
The content of the note (about the SMTP server) should change based on the customer's SMTP setup in the SIS Ops tab.

# Appendix B – MISC Line of Business (LOB) Master

## Annex 1- “MISC LOB Setup” Search screen

Home >> General >> MISC LOB Setup

### MISC LOB Setup

Search Criteria

Charge Category:  Charge Code:  Billed Location ID:  Supplier / Billing Member:  LOB:

Record #:

Search Results

Action	Record #	Charge Category	Charge Code	Billed Location ID	Supplier(s) / Billing Member(s)	LOB	IS-XML Priority	Last Updated On (UTC)	Last Updated By
	8	Engineering	<a href="#">3 Charge Codes</a>	All / All Other	All / All Other	DDD	1.1	03/Apr/26 15:35	u12821@mzsair.net
	7	Engineering	MRO Repairs and Overhaul	All / All Other	<a href="#">15 Suppliers</a>	AAA	2	03/Apr/26 15:22	u11675@mzsair.net
	1	<a href="#">3 Charge Categories</a>	All / All Other	All / All Other	XB-6H0-AEROFLIGHT SERVICES	EEE	1	01/Mar/26 17:00	u11482@mzsair.net
	2	All / All Other	All / All Other	<a href="#">3 Locations</a>	XB-9SA-DUNARD ENGINEERING LTD	BBB	2	02/Feb/26 16:22	u11675@mzsair.net
	3	Engineering	<a href="#">3 Charge Codes</a>	14-Singapore-SINST	<a href="#">4 Suppliers</a>	CCC	1	04/Jan/26 15:30	u11675@mzsair.net

Pagination controls

Where two or more specific Charge Categories are defined, a hyperlink indicating the charge category count will be shown. Clicking it will open the 'Charge Categories Details popup', to display the list of specific Charge Categories defined for this record.

Where two or more specific Charge Codes are defined, a hyperlink indicating the charge code count will be shown. Clicking it will open the 'Charge Codes Details popup', to display the list of specific charge codes defined for this record.

Where two or more specific Billed Locations are defined, a hyperlink indicating the billed location count will be shown. Clicking it will open the 'Billed Locations Details popup', to display the list of specific Billed Location defined for this record.

Where two or more specific suppliers are defined, a hyperlink indicating the supplier count will be shown. Clicking it will open the 'Supplier Details popup', to display the list of specific suppliers defined for this record.

## Annex 2 - "MISC LOB Setup" Add screen

Home >> General >> MISC LOB Setup >> Add LOB

MISC LOB Setup

Add LOB

\* Charge Category:  
 All / All Other ⓘ  
 Specific ⓘ

\* Charge Category:  
Please Select ▼ Add >>  
<< Remove

Selected Charge Category(s):

\* Charge Code:  
 All / All Other ⓘ  
 Specific ⓘ

\* Charge Code:  
Please Select ▼ Add >>  
<< Remove

Selected Charge Code(s):

\* Billed Location ID:  
 All / All Other ⓘ  
 Specific ⓘ

\* Billed Location ID:  
Please Select ▼ Add >>  
<< Remove

Selected Billed Location ID(s):

\* Supplier(s) / Billing Member(s):  
 All / All Other ⓘ  
 Specific ⓘ

Supplier / Billing Member:  
Add >>  
<< Remove

Selected Supplier(s) / Billing Member(s):

\* LOB:  
[ ]

\* IS-XML Priority: ⓘ  
[ ]

Active:

Save Back

All the following fields are **Mandatory** in the “MISC LOB Setup” Add screen.

**1. Charge Category:**

- a. The user will be able to define single specific value, multiple specific values or “All / All Other”.
- b. If Specific values of ‘Charge Category’ are defined (either as a single value or as multiple values), then any of those values cannot be used in any other combination of specific values.
- c. The same combination can be reused again if another record needs to be created for other Charge Codes, Locations and Suppliers.
- d. See example below:

**2. Charge Code:**

- a. The user will be able to define single specific value, multiple specific values or “All / All Other”.
- b. If ‘Charge Category’ is defined with multiple values or as “All / All Other”, then ‘Charge Code’ field will be defined as “All / All Other”.

**3. Billed Location ID:**

- a. The user will be able to define single specific value, multiple specific values or “All / All Other”.
- b. ‘Location Name’ will be displayed if available.

**4. Supplier(s) / Billing Member(s):**

- a. The user will be able to define single specific value, multiple specific values or “All / All Other”.

**5. LOB:**

- a. This field should have a minimum size of **1 A/N** and maximum size of **25 A/N**.
- b. This field should not allow **UTF-8** characters.
- c. LOB value will be **trimmed** before saving.

**6. IS-XML Priority:**

- a. Up to 5 decimal places will be allowed in the field.
- b. Decimal places provide flexibility for adding new records with an intermediate priority between existing records, without changing the priorities of existing records. See example below:
  - i. Record #3 and Record #7 are already setup with priorities “1” and “2” respectively.
  - ii. Record #8 is now added; and requires a priority between Record #3 and Record #7.
  - iii. It is set with priority “1.1”, without needing to reset the priorities of Record #3 and Record #7.

Note: The ‘Record’ number is assigned automatically by the system at the time of creation/addition of the record.

## Annex 3 - "MISC LOB Setup" Edit screen

Home >> General >> MISC LOB Setup >> Edit LOB

### MISC LOB Setup

#### Edit LOB

\* Record #:

\* Charge Category:  
 All / All Other  
 Specific

\* Charge Category:  
Please Select

Selected Charge Category(s):  
Engineering

\* Charge Code:  
 All / All Other  
 Specific

\* Charge Code:  
Please Select

Selected Charge Code(s):  
Finance  
Misc  
Pool

\* Billed Location ID:  
 All / All Other  
 Specific

\* Billed Location ID:  
Please Select

Selected Billed Location ID(s):

\* Supplier(s) / Billing Member(s):  
 All / All Other  
 Specific

Supplier / Billing Member:

Selected Supplier(s) / Billing Member(s):  
XB-04N-BERIEV AIRCRAFT COMPA  
XB-02S-DAAC AVIATION PARTNER  
XB-07S-LANARA LTD  
XB-02E-MANNCO LLC  
XB-08S-PMI GLOBAL SERVICES INC  
XB-04T-REDHAWK AIRCRAFT

\* LOB:

\* IS-XML Priority:

Active:

### Annex 3 - "MISC LOB Setup" - Example

The master contains data as follows:

#	CHARGE CATEGORY	CHARGE CODE	BILLED LOCATION ID	SUPPLIER(S) / BILLING MEMBER(S)	LOB	IS-XML PRIORITY
1.	ATC	Approach	All / All Other	All / All Other	AC1	1
2.	ATC	Communication, Misc	All / All Other	All / All Other	AC2	2
3.	Aviation Fuel	All / All Other	All / All Other	All / All Other	AC4	1
4.	Cargo, Engineering	All / All Other	14-Singapore-SINST	All / All Other	AC5	1
5.	Finance	Lease	14-Singapore-SINST	All / All Other	AC6	1
6.	Ground-Handling, Mail	All / All Other	14-Singapore-SINST	XB-04N-BERIEV AIRCRAFT COMPA	AC7	1
7.	All / All Other	All / All Other	All / All Other	All / All Other	AC8	1
8.	Cargo, Engineering	All / All Other	All / All Other	XB-04N-BERIEV AIRCRAFT COMPA	AC9	2
9.	ATC	All / All Other	14-Singapore-SINST	XB-04N-BERIEV AIRCRAFT COMPA	AC10	3
10.	All / All Other	All / All Other	14-Singapore-SINST	XB-04N-BERIEV AIRCRAFT COMPA	AC11	2

The Invoice is as follows:

Invoice number: "INV1"

Charge Category: "ATC"

Billed Location ID: "14-Singapore-SINST"

Supplier / Billing Member: "XB-04N"

The table below contains Line Items along with the matched master record. It also indicates the corresponding 'LOB' and 'IS-XML Priority' from the matched master record.

LINE ITEM #	CHARGE CODE	LINE ITEM MATCH PRIORITY #	RECORD # MATCHED	LOB	IS-XML PRIORITY
1	Approach	4	1	AC1	1
2	Communication	4	2	AC2	2
3	Misc	4	2	AC2	2
4	Finance	5	10	AC10	3
5	Misc	4	2	AC2	2

- Line Item # "1" has the lowest numerical value of IS-XML Priority as "1". So, the 'Final LOB Value' is "AC1".
- "AC1" will be populated in the output IS-XML to the Billed member.

## Appendix C – PAX ‘Blocked Tax Codes’ Report Search Criteria

The following screenshot represents the screen with the new search criteria for the Passenger “Blocked Tax Codes” report.

Home >> Reports >> Passenger >> Blocked Tax Codes

### Search Criteria

Tax Codes blocked against AC-014       Tax Codes blocked by AC-014

Against Billing Member:

Report Mode:  
 Summary       Detailed

Tax Code(s):  
YQ  
YR  
6A  
6Z  
A01  
A02

**Generate Report**



**In case of any questions, please contact us via the**

**[IATA Customer Portal](#)**