Simplified Invoicing and Settlement

CMP 654 - Validation on the Invoice Date for Miscellaneous Bilateral Invoices

Guidance Document

February 2021

Version No: 2.0

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1   Validation on Miscellaneous ("Misc") Invoice Date

This document aims to provide guidance and principles for members to benefit from the new SIS feature implemented in SIS Major Release 1.11 (November 2017 P1): "Validation on MISC Invoice Date".

This new feature enforces a validation on the maximum number of days between the 'Invoice Date' and the date on which Invoice is successfully processed by SIS. It is applicable for Miscellaneous Bilateral Invoices that are not settled using Industry System (not applicable to Credit Notes).

Terms used in this guide:

- 'System Level Acceptable Delay' represents the maximum acceptable delay imposed by SIS for all members who enabled the new validation in their "Member Profile". Currently defined as 5 days.
- 'Generic Acceptable Delay' represents the maximum acceptable delay as defined by members who enabled the new validation in their "Member Profile", applicable to all Billing Members. This value cannot be lower than the 'System Level Acceptable Delay'.
- 'Acceptable Delay in Days' specific or 'Acceptable Delays specific to Billing Members' represents the maximum acceptable delay as defined by members who enabled the new validation in their "Member Profile" , specifically per Billing Member. This value cannot be lower than the 'System Level Acceptable Delay'. For members that enable the validation but do not specify a 'Generic Acceptable Delay' or an 'Acceptable Delay in Days' per billing member, the 'System Level Acceptable Delay' will be applicable.

2   How to enable the new validation in your SIS Member Profile

Members can enable this option through following steps:
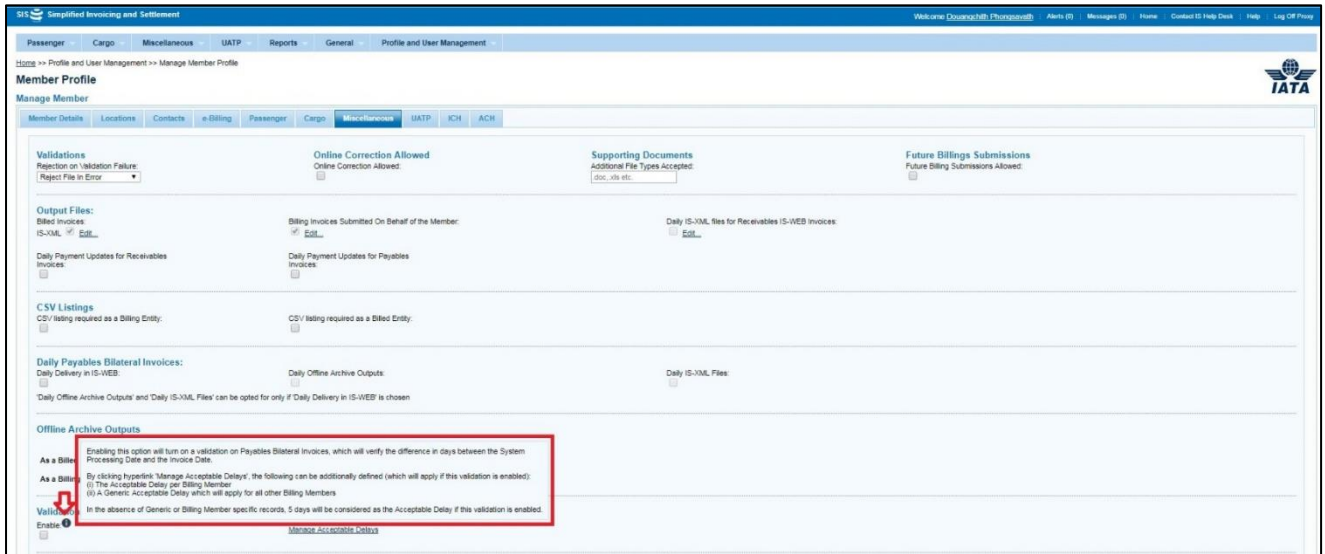
Step 1) Navigate to Member Profile >> 'Miscellaneous' tab >> 'Validation on Acceptable Delay for Payables Bilateral Invoices' section.

Step 2) Click on checkbox 'Enable' to enable (or disable) the new validation.

A tooltip text will be displayed if you hover the mouse on field 'Enable':

Step 3) Click on hyperlink 'Manage Acceptable Delays', a popup will be displayed to allow member to configure 'Acceptable Delays specific to Billing Members' for a Billing member (one record per Billing Member).
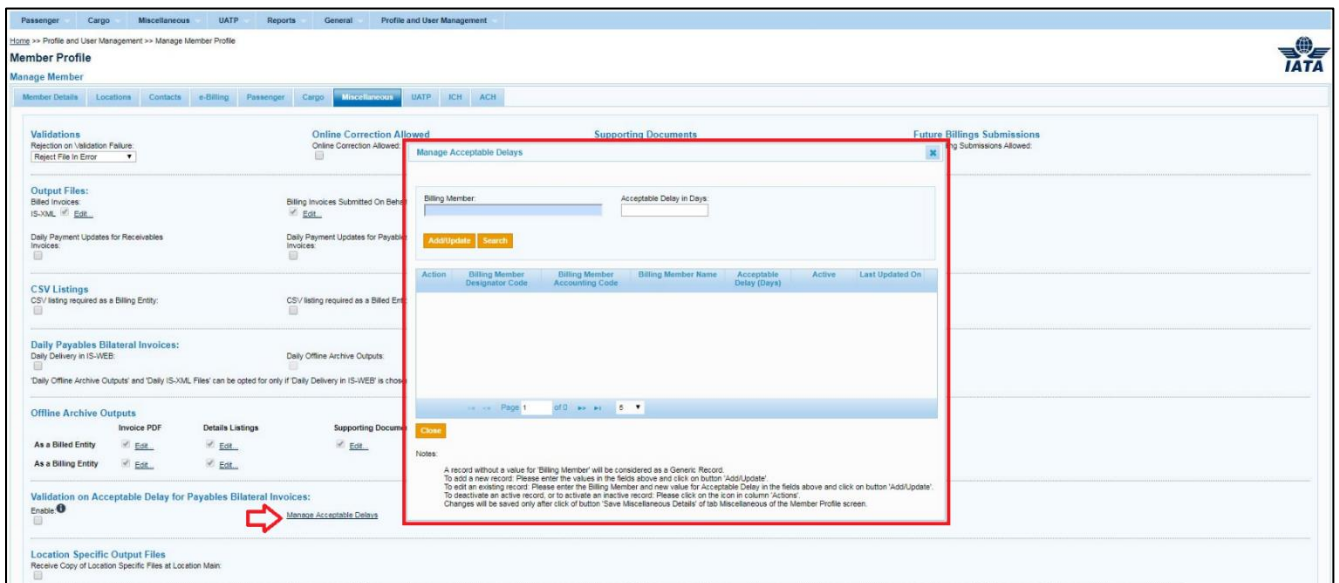
Addition / Update of Records

Members can add a new 'Acceptable Delays specific to Billing Members' and/or 'Generic Acceptable Delay' record by entering data in the following fields:

- 'Billing Member' is an optional field. If no value is provided for this field, the record will be considered as a 'Generic Acceptable Delay' record (applicable to all Billing Members).
- 'Acceptable Delay in Days' is a mandatory field (Numeric). The value of this field should be greater than or equal to 'Acceptable Delay for MISC Bilateral Invoices' defined in SIS as 5 days. For example if the current value of 'Acceptable Delay for MISC Bilateral Invoices' in SIS is "5" days then, no member can define a 'Acceptable Delay in Days' Specific value for a Billing Member or a 'Generic Acceptable Delay' value lower than "5".

After clicking on 'Add/Update' button, if a duplicated record (active or inactive) doesn't exist in SIS then the record will be added otherwise, a warning message will be displayed to the member and he/she can click on 'OK' button to update the existing record with new information or click on 'Cancel' button to keep the existing record.

Activation and Deactivation of Existing Records

The member can activate or deactivate a record using 'Activate' / 'Deactivate' action buttons in the search results grid.

Before activating or deactivating a record, a pop-up confirmation message will be displayed to the member, as to either cancel the activation or deactivation by clicking on the 'Cancel' button but if the member clicks on 'OK' button to confirm action, one of the following two changes will happen:

- If the record was active, then it will be changed into inactive ("False" value set in Active field).
- If the record was inactive and 'Acceptable Delay' value of the record is not less than the 'Acceptable Delay for MISC Bilateral Invoices' defined in SIS, then it will be changed into active ("True" value set in Active field).

Step 5) To apply any above changes close the 'Manage Acceptable Delays' popup then click on 'Save Miscellaneous Details' in 'Miscellaneous' tab.

Search of Existing Records

A member can search for existing records in the 'Manage Acceptable Delays' popup by specifying 'Billing Member' and/or 'Acceptable Delay in Days' in the search criteria and clicking on 'Search' button.

3   How to view 'Acceptable Delay' for your business partners

In 'Reports' >> 'Member/Contact Report' >> 'Member details' report, a new field 'MISC Acceptable Delay in Days' has been added in 'Display options '>> 'Available Fields' section. This field indicates the 'Applicable Acceptable Delay' that could be a valid value or "N/A" indicating that the member in the Report does not enforce this validation.
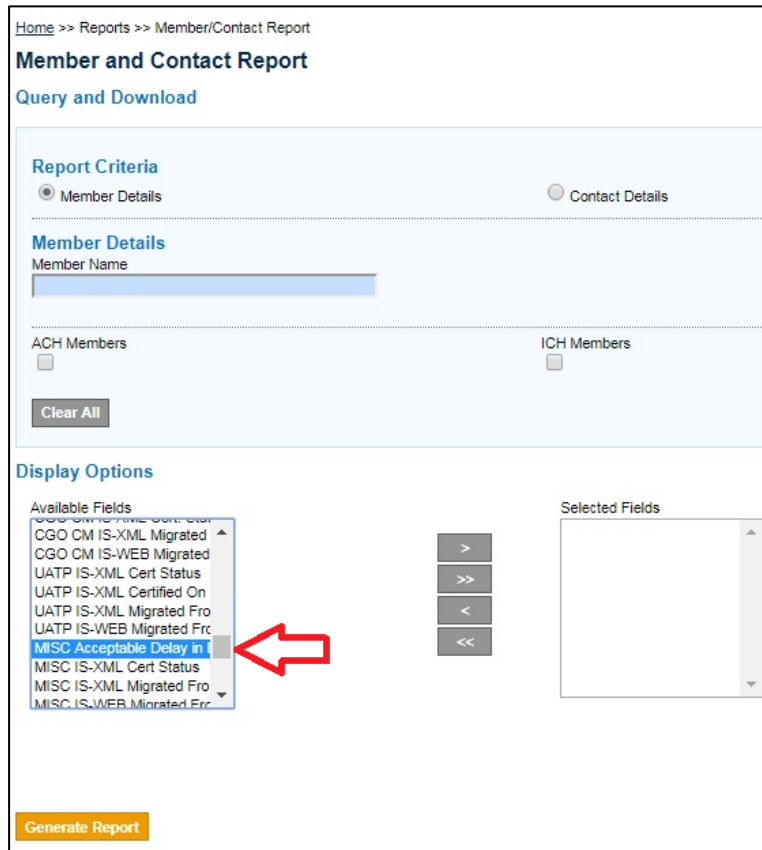
The member can see all 'MISC Acceptable Delay in Days' defined by other members, so the billing member can manage the 'Invoice Date' of their invoices to be greater than what billed member defined.
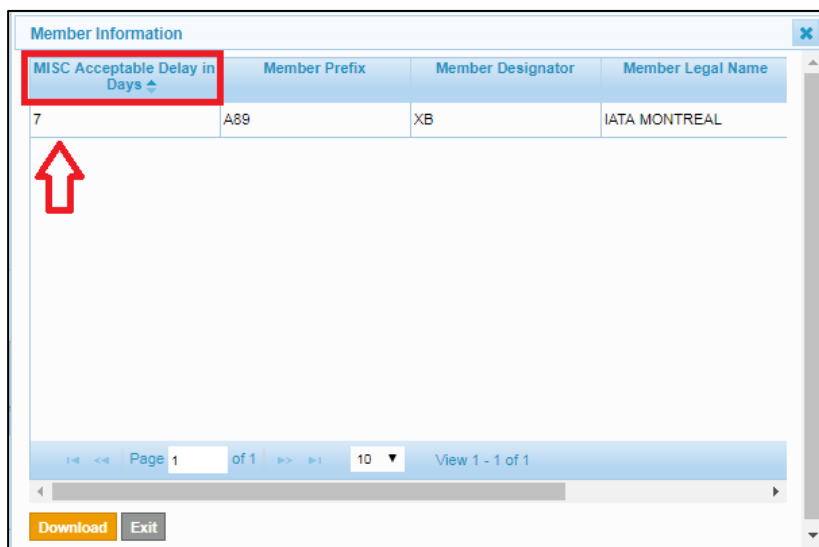
4   Validation of MISC IS-WEB Invoices

There is no validation after 'Invoice Header' is captured and saved in IS-WEB. The new validation is applicable only during the final "validate" and "submit" stage for an invoice in IS-WEB.

5   Validation of MISC IS-XML Files

This CMP does not affect record structure and the new validations is applicable after uploading the file. This section explained how SIS apply this validation on MISC IS-XML files if 'Validation on Acceptable Delay for Payables Bilateral Invoices' is enabled in the Billed Member's profile.

1)   Define Billing Period of the Invoice as 'Expected Ready for Billing Date' or

Billing Period of the Invoice is the one mentioned by the Billing Member or Transmitter in IS-XML or, in the absence of the Billing Period mentioned by the Billing Member or Transmitter, the one 'assigned' by the system.

- If the Invoice belongs to the current open period or a previously closed period → 'Expected Ready for Billing Date' is equal to the System Date (date of submission)
- If the Invoice belongs to a Future Billing Period → 'Expected Ready for Billing Date' is equal to the 'Submissions Open' date of that Future Period as per the IS Calendar

2)   Calculate the 'Delay' in days

Delay' in days = 'Expected Ready for Billing Date' – (minus) 'Invoice Date'

3)   Fetch the 'Applicable Acceptable Delay'

If an active record for that Billing Member was defined by the Billed Member before active at processing time, SIS will fetch based on the 'Applicable Acceptable Delay' value, if such a record doesn't exist for that Billing Member but an active Generic Record was defined by the Billed Member then SIS will fetch the 'Generic Acceptable Delay', and finally if both configuration records don't exist (they were Not defined by the Billed Member before) then SIS will fetch the 'Acceptable Delay for MISC Bilateral Invoices' days defined in SIS as 'Applicable Acceptable Delay'.

4)   Validate the file based on 'Delay' in days

SIS compares 'Delay' (as calculated in #2) with 'Applicable Acceptable Delay' (as fetched in #3):

- o   If 'Delay' is equal to or less than 'Applicable Acceptable Delay' then file will pass validation successfully

- o   If 'Delay' is greater than 'Applicable Acceptable Delay' then file will fail validation with a warning: 'Outcome of Mismatch on Acceptable Delay for MISC Bilateral Invoices'

Failure to satisfy these validations will result in an invoice validation error with "Error Non-Correctable" status.

6   Examples

Example 1

1.   A Bilateral Invoice is billed by BA-125 to AI-098

2.   AI-098 has **not** enabled new validation in its Member Profile

3.   New validation will be skipped, other existing validations continue to apply

Example 2

1.   A Bilateral Invoice is billed by BA-125 to AI-098:

     a.   'Invoice Date' is "05-Jan-2018"

     b.   It is submitted on "11-Jan-2018"

     c.   The Billing Period mentioned is 2018-Jan-P1 (current period)

2.   AI-098 has enabled the new validation in its Member Profile

3.   'Expected Ready for Billing Date' is determined as "11-Jan-2018"

4.   'Delay' is calculated as "6" (days)

5.   Determination of 'Applicable Acceptable Delay':

     a.   Value of configuration file attribute 'Acceptable Delay for MISC Bilateral Invoices' = "5" (days)

     b.   AI-098 has defined Billing Member Specific 'Acceptable Delay' of "8" (days) for Billing Member BA-125

     c.   AI-098 has defined a Generic Record for 'Acceptable Delay' as "11" (days)

     d.   The system determines 'Applicable Acceptable Delay' as "8" (days)

6.   Since 'Delay' is less than 'Applicable Acceptable Delay', the Invoice will **pass** validation

Example 3

1.   A Bilateral Invoice is billed by BA-125 to AI-098:

     a.   'Invoice Date' is "05-Jan-2018"

     b.   It is submitted on "15-Jan-2018"

     c.   The Billing Period mentioned is 2018-Jan-P1 (current period)

2.   AI-098 has enabled the new validation in its Member Profile

3.   'Expected Ready for Billing Date' is determined as "15-Jan-2018"

4.   'Delay' is calculated as "10" (days)

5.   Determination of 'Applicable Acceptable Delay':

     a.   Value of configuration file attribute 'Acceptable Delay for MISC Bilateral Invoices' = "5" (days)

     b.   AI-098 has defined Billing Member Specific 'Acceptable Delay' of "8" (days) for Billing Member BA-125

     c.   AI-098 has defined a Generic Record for 'Acceptable Delay' as "11" (days)

     d.   The system determines 'Applicable Acceptable Delay' as "8" (days)

6.   The new System Parameter indicates "Warning"

7.   Since 'Delay' is greater than 'Applicable Acceptable Delay', the Invoice will **pass** validation, but with a warning

Example 4

1. A Bilateral Invoice is billed by BA-125 to AI-098:

    a. 'Invoice Date' is "09-Feb-2018"

    b. It is submitted on "25-Jan-2018"

    c. The Billing Period mentioned is 2018-Feb-P1 (it is a future submission)

2. AI-098 has enabled the new validation in its Member Profile

3. 'Expected Ready for Billing Date' is determined as "07-Feb-2018" (which is the Submissions Open Date as per the IS Calendar for Billing Period 2018-Feb-P1)

4. 'Delay' is calculated as "-2" (days)

5. Determination of 'Applicable Acceptable Delay':

    a. Value of configuration file attribute 'Acceptable Delay for MISC Bilateral Invoices' = "5" (days)

    b. AI-098 has defined Billing Member Specific 'Acceptable Delay' of "8" (days) for Billing Member BA-125

    c. AI-098 has defined a Generic Record for 'Acceptable Delay' as "11" (days)

    d. The system determines 'Applicable Acceptable Delay' as "8" (days)

6. Since 'Delay' is less than 'Applicable Acceptable Delay', the Invoice will **pass** validation

Example 5

1. A Bilateral Invoice is billed by BA-125 to AI-098:

    a. 'Invoice Date' is "05-Jan-2018"

    b. It is submitted on "15-Jan-2018"

    c. The Billing Period mentioned is 2018-Jan-P1 (current period)

2. AI-098 has enabled the new validation in its Member Profile

3. 'Expected Ready for Billing Date' is determined as "15-Jan-2018"

4. 'Delay' is calculated as "10" (days)

5. Determination of 'Applicable Acceptable Delay':

    a. Value of configuration file attribute 'Acceptable Delay for MISC Bilateral Invoices' = "5" (days)

    b. AI-098 has NOT defined Billing Member Specific 'Acceptable Delay' for Billing Member BA-125

    c. AI-098 has defined a Generic Record for 'Acceptable Delay' as "15" (days)

    d. The system determines 'Applicable Acceptable Delay' as "15" (days)

6. Since 'Delay' is less than 'Acceptable Delay', the Invoice will **pass** validation

Example 6

1. A Bilateral Invoice is billed by BA-125 to AI-098:

   a. 'Invoice Date' is "02-Feb-2018"

   b. It is submitted on "21-Feb-2018"

   c. The Billing Period mentioned is 2018-Feb-P2 (current period)

2. AI-098 has enabled the new validation in its Member Profile

3. 'Expected Ready for Billing Date' is determined as "21-Feb-2018"

4. 'Delay' is calculated as "19" (days)

5. Determination of 'Applicable Acceptable Delay':

   a. Value of configuration file attribute 'Acceptable Delay for MISC Bilateral Invoices' = "5" (days)

   b. AI-098 has NOT defined Billing Member Specific 'Acceptable Delay' for Billing Member BA-125

   c. AI-098 has defined a Generic Record for 'Acceptable Delay' as "15" (days)

   d. The system determines 'Applicable Acceptable Delay' as "15" (days)

6. The new System Parameter indicates "Error"

7. Since 'Delay' is greater than 'Acceptable Delay', the Invoice will **fail** validation

Example 7

1. A Bilateral Invoice is billed by BA-125 to AI-098:

   a. 'Invoice Date' is "19-Mar-2018"

   b. It is submitted on "21-Mar-2018" after closure of Billing Period 2018-Mar-P2 and during the void period

   c. The Billing Period is not mentioned and is assumed as 2018-Mar-P2 (previously closed period)

2. AI-098 has enabled the new validation in its Member Profile

3. 'Expected Ready for Billing Date' is determined as "21-Mar-2018"

4. 'Delay' is calculated as "2" (days)

5. Determination of 'Applicable Acceptable Delay':

   a. Value of configuration file attribute 'Acceptable Delay for MISC Bilateral Invoices' = "5" (days)

   b. AI-098 has defined Billing Member Specific 'Acceptable Delay' for Billing Member BA-125, but it is Inactive

   c. AI-098 has defined a Generic Record for 'Acceptable Delay', but it is Inactive

   d. The system determines 'Applicable Acceptable Delay' as "5" (days)

6. Since 'Delay' is less than 'Applicable Acceptable Delay', the Invoice will **pass** validation

Example 8

1. A Bilateral Invoice is billed by BA-125 to AI-098:

    a. 'Invoice Date' is "19-Mar-2018"

    b. It is submitted on "29-Mar-2018"

    c. The Billing Period mentioned is 2018-Mar-P4 (current period)

2. AI-098 has enabled the new validation in its Member Profile

3. 'Expected Ready for Billing Date' is determined as "29-Mar-2018"

4. 'Delay' is calculated as "10" (days)

5. Determination of 'Applicable Acceptable Delay':

    a. Value of configuration file attribute 'Acceptable Delay for MISC Bilateral Invoices' = "5" (days)

    b. AI-098 has defined Billing Member Specific 'Acceptable Delay' for Billing Member BA-125, but it is Inactive

    c. AI-098 has defined a Generic Record for 'Acceptable Delay', but it is Inactive

    d. The system determines 'Applicable Acceptable Delay' as "5" (days)

6. The new System Parameter indicates "Error"

7. Since 'Delay' is greater than 'Applicable Acceptable Delay', the Invoice will fail validation.

In case of any questions, please contact us via the

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