COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF HUMAN SERVICES

INFORMATION TECHNOLOGY PROCEDURE

Name Of Procedure: **Commonwealth of PA TIBCO Managed File Transfer (MFT) System**	Number: **PRO-EASS001**

Domain:
    Integration & Middleware
	Category:
	    Data Exchange/Cyberfusion

Date Issued:	Issued By:
Date Revised:	**DPW Bureau of Information Systems**

General:

The Social Security Administration, SSA, has developed a network for data transfer consisting of numerous Federal Agencies and all of the State/Territorial business partners. Each State/Territory is a spoke on this "network". The State(s) in turn must act as the hub for dissemination within their local domain. DHS is the single and only spoke on SSA's network for sending and receiving all data for the Commonwealth of Pennsylvania.

The primary data exchange(s) involve DHS and SSA, but business partners and other agencies (both State and Federal concerns) utilize this server connection to move data. Files sent by DHS for "Other" concerns are submitted through the Commonwealth network and manipulated to the "TIBCO" server connection by an automated DHS data transfer system. Each hub and spoke on the federal network has a unique node name.

SSA has required each spoke to be connected through a VPN tunnel for securing the data content, and have some approved version of TIBCO MFT software to serve as the only means of file transfer.

Procedure:

Sending a File

Directories on the PWISHBGTBC10 server are organized to segregate the files by agency and system. This is true for inbound and outbound files. Each system has its own folder. Files are delivered in one of two methods;

(1) Receiving agency pulls the file by scripts initiated at our end of the connection; DHS starts a job at the receiving host which pulls the file. This method requires coordination and setup both partners.
 (2) File is pushed to its destination. In either case, the operation is managed through the Windows version TIBCO MFT software residing on the server.

Receiving a File

Sending host initiates the transfer by pushing the file to a specified directory on the DHS server. DHS does not currently pull files.

Data Routing to the "Managed File Transfer (MFT)" Server

Transfer of data through DHS via the "SeGOV" pipeline by business partners and other Commonwealth agencies to nodes on the TIBCO connection occurs as follows;

1. Agency obtains DHS permission to drop a file on the SeGOV DMZ server or designated local staging directory
    a. SFTP transfers required between agencies
    b. Firewall registration is required,
    c. DMZ server folders must be set up
    d. Managed user logins must be created
2. DHS routes the file to the TIBCO server to an agency/system directory
3. DHS staff submits the file to receiving agency. File names must be negotiated with all parties to match specific platform limitations as the file is transported to each unique platform.

Data Routing from the "Managed File Transfer (MFT)" Server

1. DHS "SeGOV" File Transfer System searches each directory and delivers each file to its defined location across the DHS Enterprise or across the Commonwealth enterprise for outside agencies/business partners
2. Functions performed by the File Transfer System include;
    a. Definition of the final destination,
    b. Email notification,
    c. Cycling of files,
    d. Scheduling of internal DHS production processes,
    e. Archiving files to a common server for maximum of 3 months

Administrative Functions and Forms

1. DHS/BIS administers the day to day operation of the File Management System including the SSA VPN connection..
2. Forms required to register a file transfer are;
    (1)TFS User Story
    (2) SeGOV data exchange spreadsheet.

Both are available on the BIS intranet site under Integration and Middleware.
3. The Division of Enterprise Applications (DEA) will coordinate file transfers for their respective applications/systems.

TIBCO MFT to DHS Summary

1. Platform - Microsoft Compatible Server
2. Operating System – Windows 2008
3. Transfer – via VPN
5. Data Translation to SSA (ASCII to EBCDIC)
6. Data Translation to DHS (EBCDIC to ASCII)
7. Ability to send/receive multiple files simultaneously

Refresh Schedule:

All procedures and referenced documentation identified in this document will be subject to review and possible revision annually or upon request by the DHS Information Technology Standards Team.

Procedure Revision Log:

Change Date	Version	Change Description	Author and Organization
4/16/01	1.0	Initial Creation	DTE
8/7/06	1.1	Content change and conversion to standard document format	DTE
8/3/07	1.2	Conversion to new Standard format	DTE
2/25/14	1.3	Update Content	DTE Wadlinger, Rider
01/06/2015	1.3	Review Document – NO CHANGE	DTE Wadlinger, Rider
02/26/16	1.3	Review Document – NO CHANGE	DTE Wadlinger, Rider