COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF HUMAN SERVICES

INFORMATION TECHNOLOGY STANDARD

Name Of Standard:	Number:
File Transfer FTP Standard	**STD-EASS001**
Domain:	Category:
Integration and Middleware	**Data Exchange**
Date Issued:	Issued By Direction Of:
05/09/2001	
Date Revised:	
02/26/16	Clifton Van Scyoc, Dir of Div of Tech Engineering

Abstract:

File transfer protocol (FTP) is

> *"… the protocol used for copying files to and from remote computer systems on a network using TCP/IP, such as a dedicated circuit. This protocol also allows users to use FTP commands to work with files, such as listing files and directories on the remote system.* See also *TCP/IP.* **2.** *A common logon ID for anonymous FTP.*
>
> *To download files from or upload files to remote computer systems, via the Internet's File Transfer Protocol. The user needs an FTP client to transfer files to and from the remote system, which must have an FTP server. Generally, the user also needs to establish an account on the remote system to FTP files."*
>
> - *Microsoft Press Computer Dictionary, Third Edition*

General:

The purpose of this document is to provide the standard regarding file transfer at the Department of Human Services (DHS).

Standard:

Use of the FTP protocol is restricted to internal data transfers to/from the UNISYS mainframes within DHS. All other networked host systems are required to COPY files to SeGOV-Staging area as defined by the SeGOV team. File transfers to locations outside of the DHS network will be controlled through dedicated secure Managed File Transfer servers as separately described in departmental Data Exchange Standard and related documentation.

File Transfers.doc

At this time DHS supports IPSwitch enterprise Managed File Transfer software. The preferred method of transfer is over the Internet. This meets data transfer requirements as set for in OA Information Technology Bulletin SEC0031-Encryption Standards for Data in Transit.

http://www.portal.state.pa.us/portal/server.pt/gateway/PTARGS_0_2_785_416_0_43/http%3B/pubcontent.state.pa.us/publishedcontent/publish/global/files/itbs/security_itbs/sec031/itb_sec031.doc

More information regarding supported types of data transfers can be found in the DHS Data Exchange Standards.

http://myDHS/cs/groups/webcontent/documents/communication/p_032206.pdf

or http://www.dhs.pa.gov/provider/busandtechstandards/index.htm

Exemptions from this Standard:

There will be no exemptions to this standard.

Refresh Schedule:

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

Standard Revision Log:

Change	Version	Change Description	Author and Organization
05/09/2001	1.0	Initial Creation	Deloitte Consulting
08/14/2002	1.1	Edited for style.	Beverly Shultz DTC/Deloitte Consulting
07/31/2006	1.2	Content change.	DTE
07/09/2007	1.3	Format Change	David Feath, DHS
9/18/2013	2.0	Revised Standard	DTE, BA Wadlinger
01/06/15	2.0	Review Standard – NO CHANGE	DTE, BA Wadlinger
02/26/16	2.0	Review Standard – NO CHANGE	DTE, BA Wadlinger