



Federal Home Loan Bank
NEW YORK

FHLBNY

File Transfer System (FTS)

COL-014: FTS Guide for Web Browser Connections

August 2023

FHLBNY File Transfer System (FTS) Overview

The FHLBNY File Transfer System (FTS) allows you to transfer files between your local computer and the FHLBNY in a secure manner.

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Accessing the FHLBNY FTS

The FHLBNY File Transfer System can be accessed using the following browsers:

- Microsoft Edge – v110 or later,
- Chrome – v110 or later,
- Firefox – v65 or later, or
- Safari – Mac, v11 or later.

Note: Cookies must be enabled in the browser.

To access the FHLBNY FTS to transfer and/or retrieve files, login using this URL: <https://transfer.fhlbny.com/>.

Current Users:

If you have forgotten your username and/or password, select [Forgot Username] or [Forgot Password] to establish your credentials. If the problem persists, contact the FHLBNY Security Administrator at (212) 441-6685.

New Users:

Please refer to FHLBNY's COL-013 Technical Instructions for Transmitting Files Using the FHLBNY File Transfer System to establish an account.

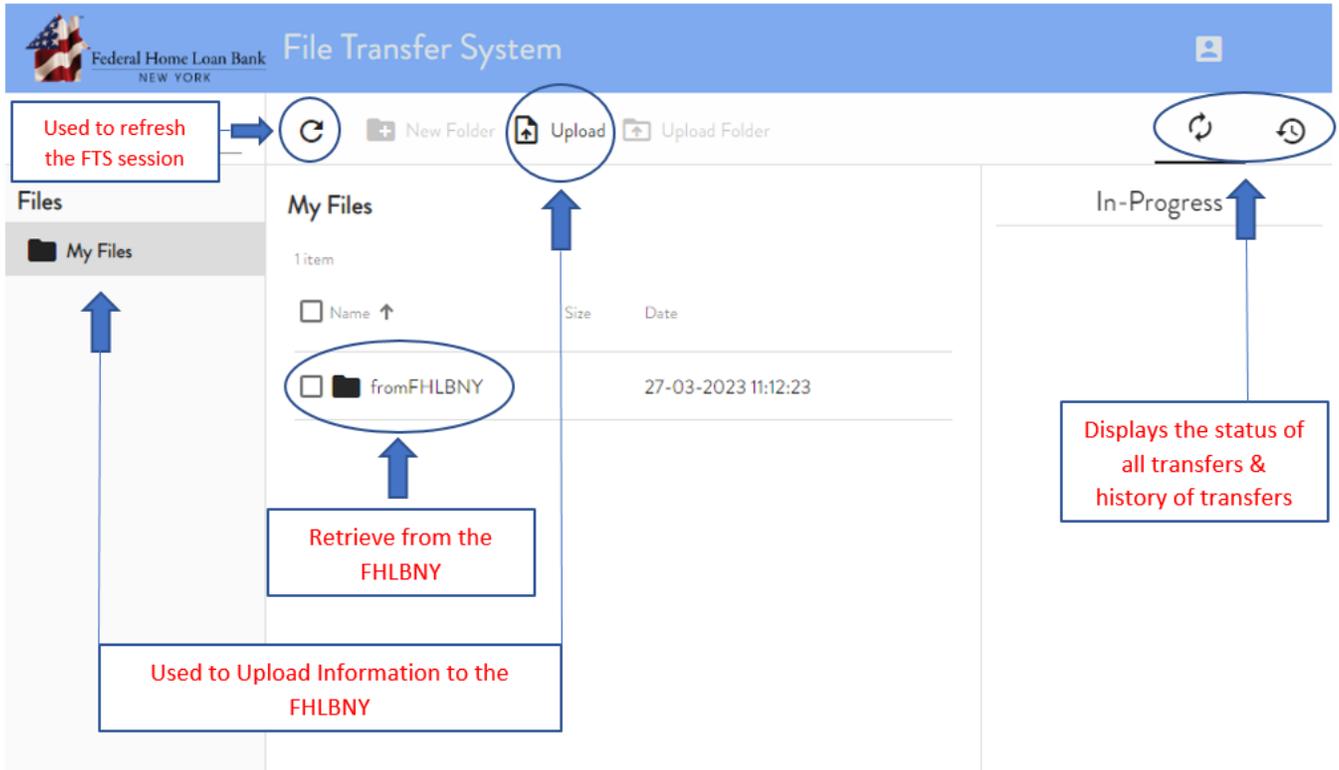


The screenshot shows the login interface for the Federal Home Loan Bank of New York. At the top left, there is a "Log in" link. The main header features the bank's logo, which includes a stylized American flag, and the text "Federal Home Loan Bank NEW YORK". Below the header are two input fields: "Username:" and "Password:". Each field has a corresponding "Forgot" link: "Forgot Username" and "Forgot Password". A "Log in" button is positioned below the password field. At the bottom of the page, there is a green box containing the following text: "The Web Transfer Client has been tested for use with the following browsers:" followed by a bulleted list: "Microsoft Edge - v110 or later", "Google Chrome - v110 or later", "Firefox - v65 or later", and "Safari - Mac, v11 or later". Below the list, it says "Please Note: Cookies must be enabled in the browser."

Getting Familiar with the FTS

The FTS allows you to securely send and retrieve information between you and the FHLB NY.

The main screen is comprised of four components: My Files, fromFHLB NY, In-Progress, and History (clock icon above the In-Progress section).

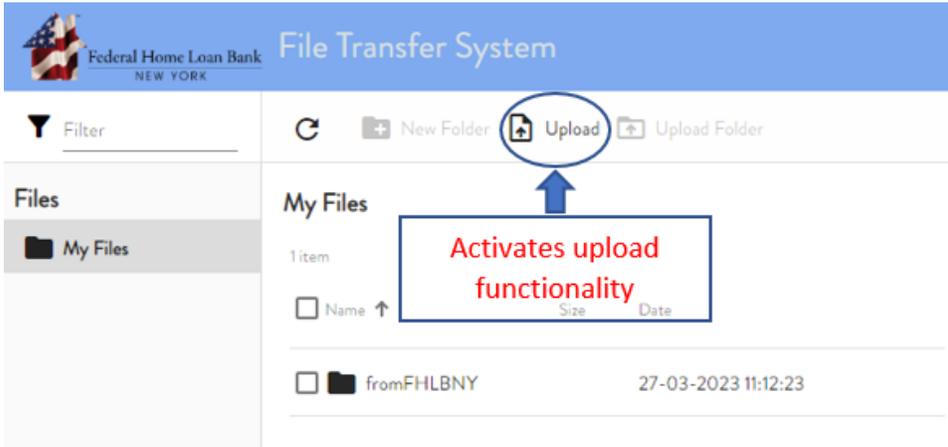


You can also change their password after your account is established by selecting the [Account Icon] at the top right of the screen.

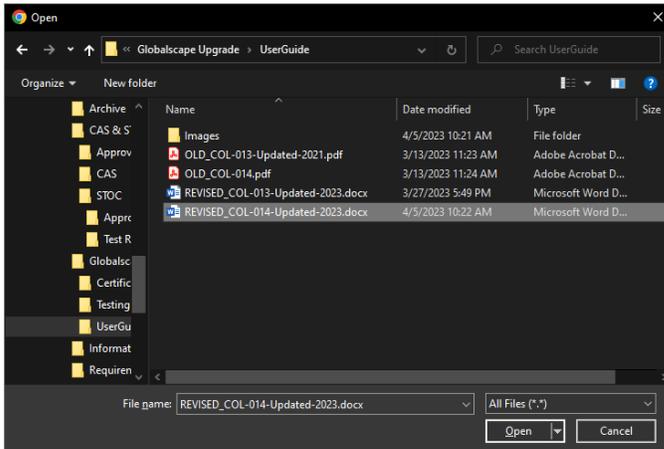


My Files:

- Used to upload/send files to the FHLBNY.
- Located on the left side of the screen. You must select [My Files] first to upload/send files.
- Upload functionality is activated by selecting the document with an up-arrow icon to display your local computer.

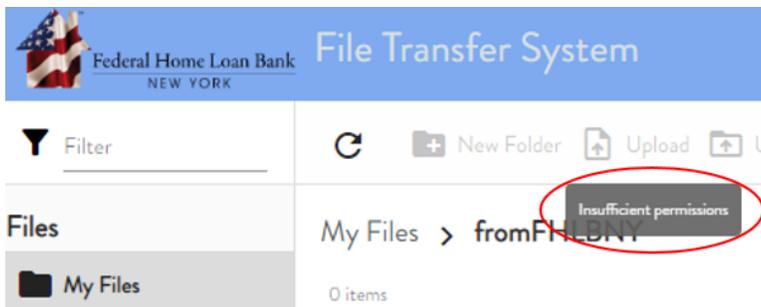


- Allow the FTS to search your local computer.



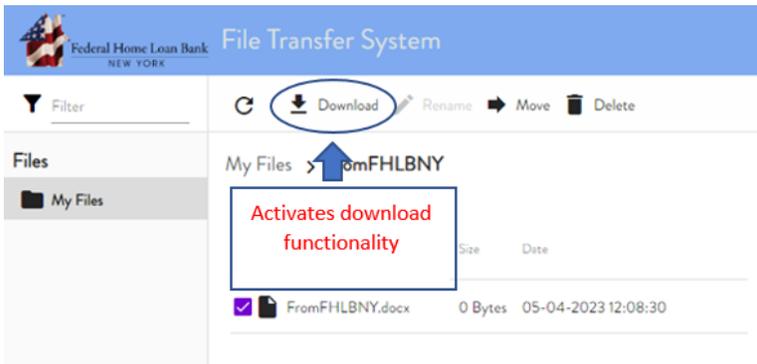
Note: Uploads to the “fromFHLBNY” folder are prohibited.

A message “Insufficient Permissions” will display when attempting to load to the “fromFHLBNY” folder.



The 'fromFHLBNY' Folder:

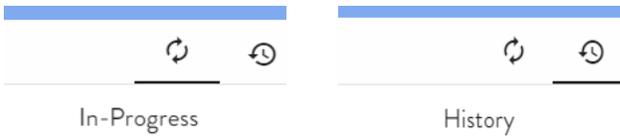
- Used to download/retrieve information from the FHLBNY.
- Displays the FHLBNY secure folder's available contents.
- Select the items you want to download.
- The Down arrow activates the download functionality.



- Downloaded information saves to your local computer.

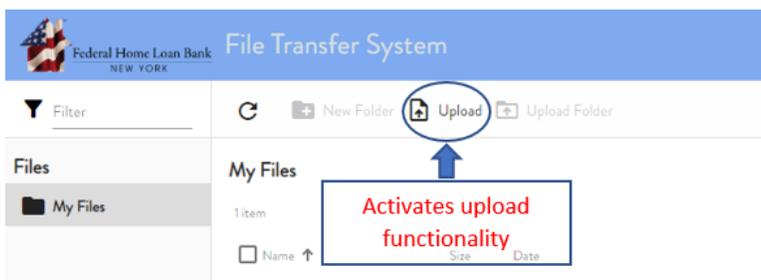
In-Progress and History

- Displays the status* of any transfer: completed, in progress or errors during the FTS session.
- Located on the right side of the screen.
- Delete any completed transfers.
- Cancel or Clear any transfers in progress or pending.



Note: Ensure that you are in "My Files" when uploading. Attempts to upload/transfer to the fromFHLBNY folder will fail to transfer and generate an error message.

Select the document/up-arrow icon to activate the Upload functionality.

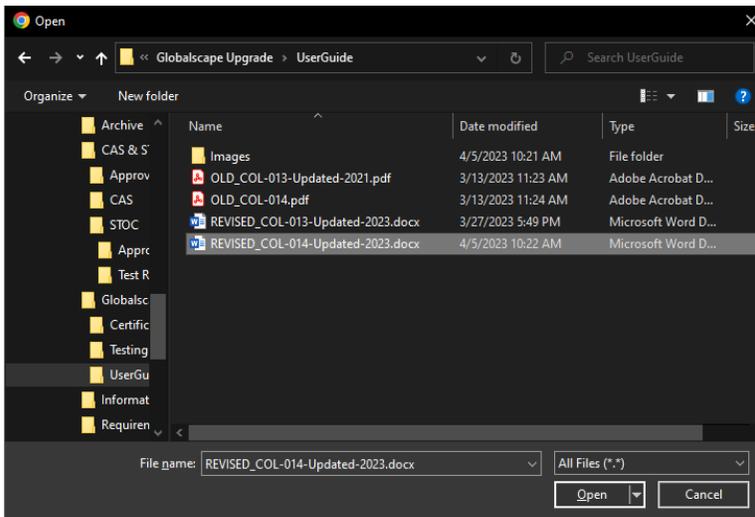


Transferring Files Using the Web Browser

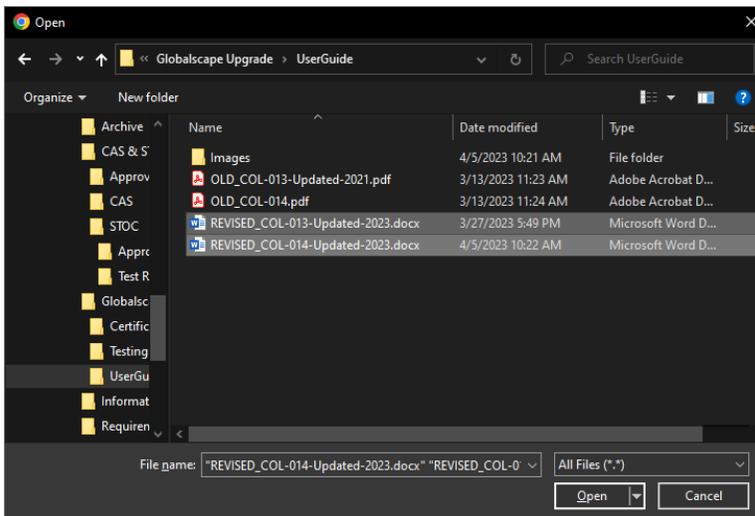
Uploads to Send to the FHLBNY

Method 1: Using the Open Button

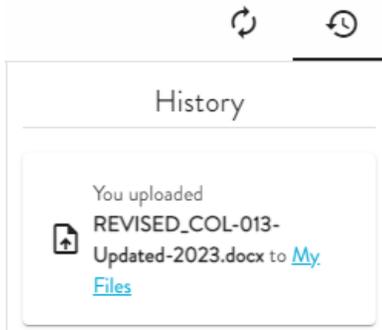
- Log into the FTS system. Select [My Files] on the left side of the screen.
- Select the [Upload] button in the banner to activate the upload functionality.
- The 'Open' dialog box will display. Locate the file(s) to send.



- Highlight/select the file(s) to transfer, then select [Open] at the bottom of the dialog box to transfer the file(s) from your computer to the FHLBNY FTS server.



The transferred filename(s) will appear in the History area when the transfer is complete.



Note: The upload of folders is NOT supported.

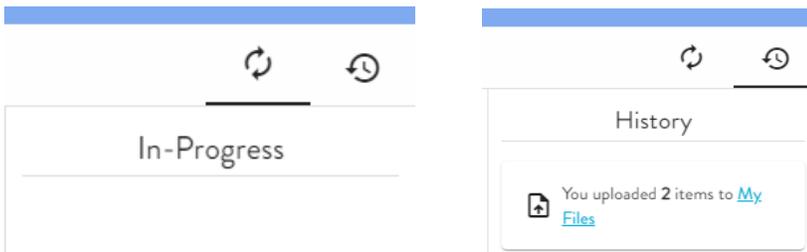
Method 2: Double Clicking/Selecting the File Name

- Select the [Upload] button in the banner to activate the upload functionality.
- The 'Chose file' dialog box will display.
- Select/highlight the file(s) to transfer.
- Once highlighted, double click on the file name.

The transferred filename(s) will appear on the right under In-Progress or History.

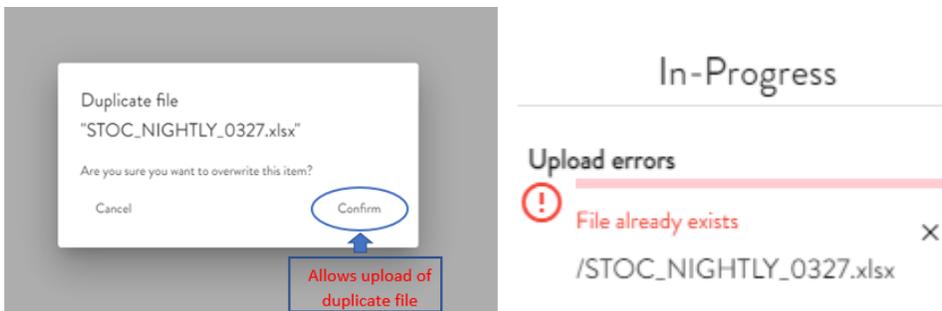
When an upload transfer begins using Method 1 or 2, it will appear under 'In Progress'.

When the upload transfer is finished, it will display under 'History'.



An upload confirmation will be sent to your email account on file.

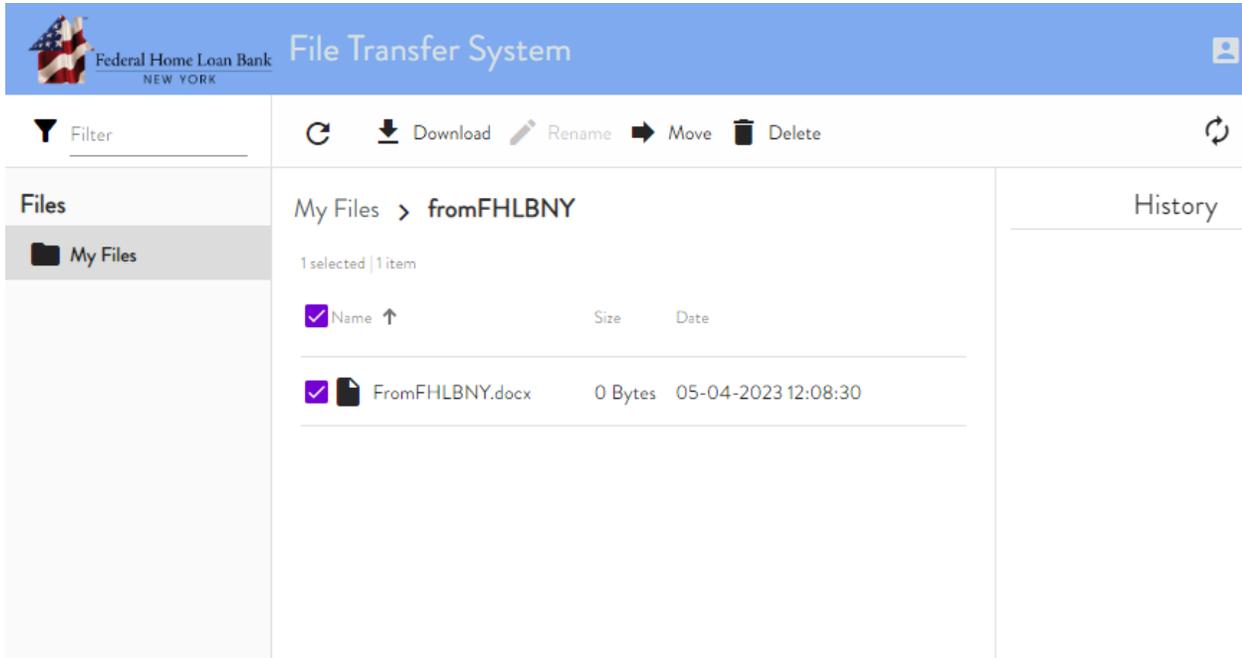
When attempting to upload a duplicate file, you must select 'confirm' to overwrite and continue. If the overwrite is cancelled, the file must be renamed in order to upload.



Downloads from the FHLBNY FTS

You can retrieve files from the FHLBNY by downloading them from the ‘fromFHLBNY’ folder/section.

- Select [fromFHLBNY]. The files on the FHLBNY FTS server available for download will display.
- Select the file(s) for download: select the box next to the desired item.
- Select the downward pointing arrow in the banner at the top of the screen. The browser will determine the save and open options displayed.



At the end of each month all files or reports available for download will be deleted off the FTS Server. Anytime during the month, if a space quota is exceeded on the FHLBNY FTS server, a message will appear when you attempt to upload more files. To continue to upload your files, files must be deleted to allow for new files. If this happens, contact the FHLBNY MediaPro@fhlbny.com and request an increase to your allowed space quota or to have your files deleted.

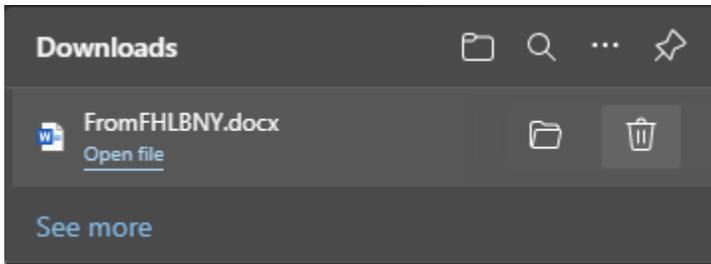
For Chrome Users:

The downloaded information will appear at the top or bottom of the screen. Select the arrow next to the filename for open and save options.



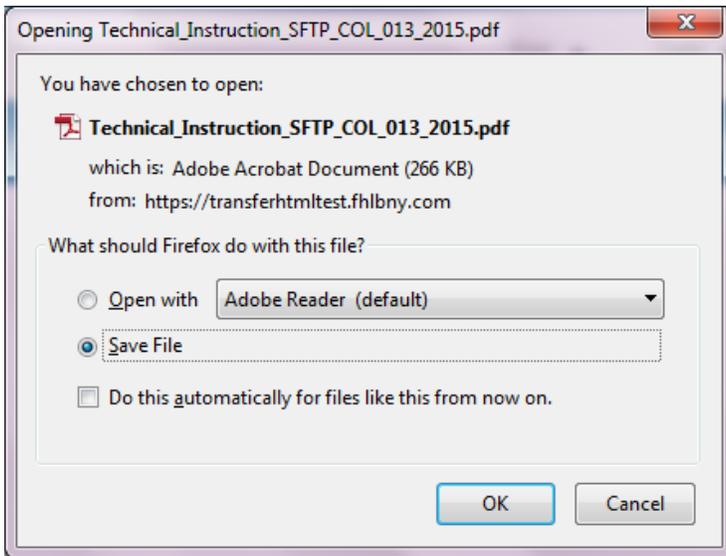
For Microsoft Edge Users:

The downloaded information will appear at the top of the screen. The downloads dialog box will display prompting you to select an action: open file, show in folder, or delete the file.



For Firefox Users:

The download dialog box will pop up prompting you to open or save the file.



Mac Safari Users:

Follow the prompts as displayed on the screen for opening and saving.