Federal Home Loan Bank
NEW YORK

Instructions for
Establishing a PIN for Your
RSA Security Device

April 2018

Upon the receipt of your RSA Security Device, you must establish a PIN in 1Link to transact wires using the instructions in the referenced User Guide below.
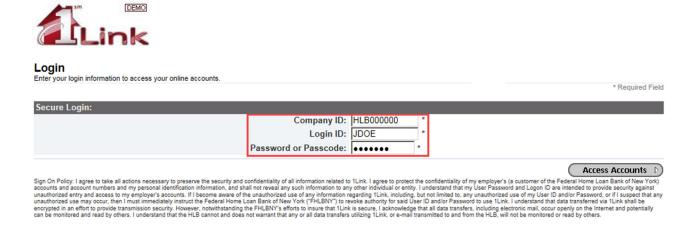
User Guide Instructions

Please note the below process is for creating a new wire transaction. The process for setting a new PIN will follow the same general steps (5-9) if you approve a wire instead of create one.
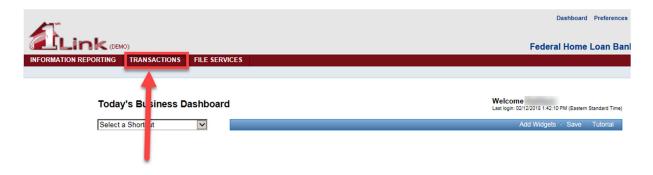
Login to 1Link

Log on to the 1Link Application using login credentials previously provided:

- Company ID
- Login ID
- Password

Create a Wire Payment

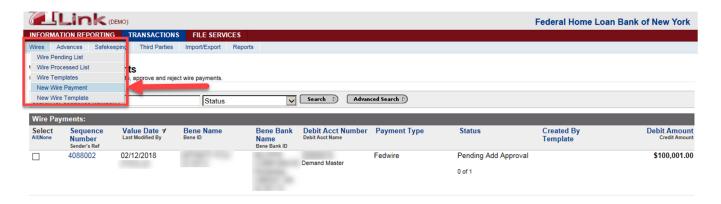Once logged in, select Transactions from the top menu.
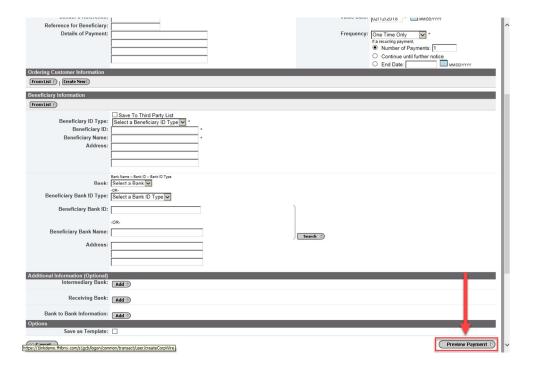
Choose Create a New Wire

Once in the transactions menu:
- Mouse over the [Wires] section
- Select [New Wire Payment]

Enter Wire Information

Follow the standard wire entry process adding the information for your wire including amount, debit account, beneficiary information, and any other information necessary for your bank. Then click [Preview Payment] to continue.
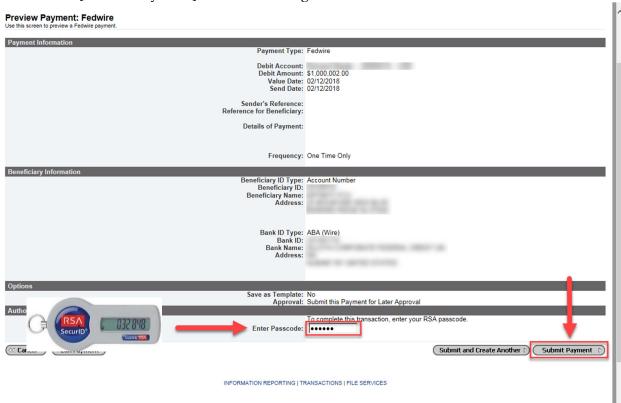
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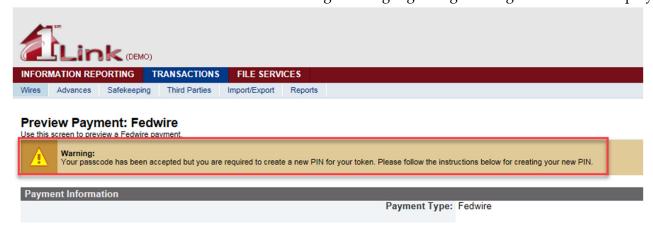NEW YORK

Enter Wire Information

Follow the standard wire entry process

- At the Preview Payment page, update the field [Enter Passcode]
- The first RSA passcode required for this process is the current number displayed on the RSA hard token as seen below. Enter this into the Passcode box.
- Select [Submit Payment] at the bottom right hand corner of the screen
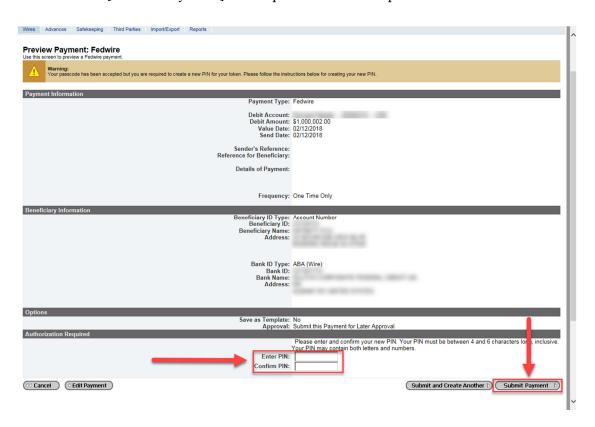

Warning Error

After the RSA token number is entered the following warning regarding creating a PIN will be displayed:

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Creating a New PIN

- Review instructions to establish a new PIN at the bottom of the preview page
- Establish a new PIN using between 4 and 6 characters **– Important! The pin cannot start with 0!**
  - o Create the new PIN in the field [Enter PIN]
  - o Verify (retype) the PIN in the field: [Confirm PIN]
- **Please NOTE this will be the new PIN for your hard token going forward**
- Select [Submit Payment] to complete the creation process

Authenticating the New PIN

- A second warning will be displayed confirming the PIN has been accepted
- You will then be prompted to enter the next RSA hard token number to re-authenticate your new PIN
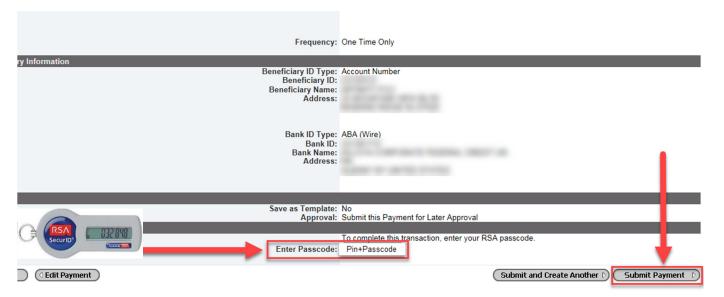
Enter PIN and RSA Token code

Please NOTE the following step is required for all wire transactions going forward:

- Enter the newly established PIN immediately followed by the RSA Token number displayed on the RSA device in the field [Enter Passcode]. This differs from the last RSA Passcode entered in step 5, as the pin is now also required.
  - Example:
    - PIN: 1234
    - RSA Token: 567890
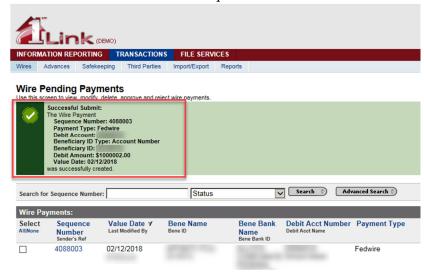   - **Enter RSA Passcode:** 1234567890

Final Step

- Confirmation the wire was *Successfully Submitted* with the corresponding transaction details will be provided.
- Please NOTE your PIN for future transactions.

- Please contact the FHLBNY Help desk for assistance with resetting the RSA PIN

If you need further assistance, contact the 1Link Helpdesk at (800) 546-5101, and after the prompt, press 2 - 3 - 3 for 1Link Security Services or e-mail us at 1LinkSecurityServices@fhlbny.com.*

* For spam filtering purposes, please ensure 1LinkSecurityServices@fhlbny.com are permitted senders.