

sFTP Location and Contact Information

- **sFTP Location:**

- Move-It Server URL: `sftp.dbm.state.md.us`
- Move-It Server IP Address: **167.102.44.32**

- **A representative from each Agency will be required to fill the Move-It Web Site Authorization Form attached security authorization form**

- Once the form is submitted with the required information and authorization, DoIT will grant read/write access to the respective directories within 2-3 business days after the submission.

- **For any sFTP related issues please contact**

- [<john.sitther@maryland.gov>](mailto:john.sitther@maryland.gov) or [<meetu.shaji1@maryland.gov>](mailto:meetu.shaji1@maryland.gov)



sFTP Location Information – University System

- **University sFTP Location:**

- **Production Locations**

- /Home/SPSDB/Benefits/Shell Records/USMD/INBOUND/
 - *USM will place the file(s) in this location*
 - /Home/SPSDB/Benefits/Shell Records/USMD/OUTBOUND/
 - *USM will pickup the file(s) from this location (e.g. error logs)*



sFTP Location Information – MDOT

- **MDOT sFTP Location:**

- **Production Locations**

- /home/spsdb/Benefits/Shell Records/MDOT/Inbound
 - *MDOT will place the file(s) in this location*
 - /home/spsdb/Benefits/Shell Records/MDOT/Outbound
 - *MDOT will pickup the file(s) from this location (e.g. error logs)*



sFTP Location Information – Judiciary

- **Judiciary sFTP Location:**

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- **Production Locations**

- /home/spsdb/Benefits/Shell Records/Judiciary/Inbound
 - *Judiciary will place the file(s) in this location*
 - /home/spsdb/Benefits/Shell Records/Judiciary/Outbound
 - *Judiciary will pickup the file(s) from this location (e.g. error logs)*



sFTP Location Information – General Assembly

- **General Assembly sFTP Location:**

- **Production Locations**

- /home/spsdb/Benefits/Shell Records/MGA/Inbound
 - *General Assembly will place the file(s) in this location*
 - /home/spsdb/Benefits/Shell Records/MGA/Outbound
 - *General Assembly will pickup the file(s) from this location (e.g. error logs)*



sFTP File Naming Conventions – Test Files

■ File Name Convention:

– University System Test Files

- Initial Full Population File Name: USM_Full_Pop_MMDDYY_Test.txt
- Shell Record File Name: USM_Shell_Rcd_MMDDYY_Test.txt
- Error Log File Name: USM_Error_Log_MMDDYY_Test.txt

– MDOT Test Files

- Initial Full Population File Name: MDOT_Full_Pop_MMDDYY_Test.txt
- Shell Record File Name: MDOT_Shell_Rcd_MMDDYY_Test.txt
- Error Log File Name: MDOT_Error_Log_MMDDYY_Test.txt

– Judiciary Test Files

- Initial Full Population File Name: Judiciary_Full_Pop_MMDDYY_Test.txt
- Shell Record File Name: Judiciary_Shell_Rcd_MMDDYY_Test.txt
- Error Log File Name: Judiciary_Error_Log_MMDDYY_Test.txt

– General Assembly Test Files

- Initial Full Population File Name: GA_Full_Pop_MMDDYY_Test.txt
- Shell Record File Name: GA_Shell_Rcd_MMDDYY_Test.txt
- Error Log File Name: GA_Error_Log_MMDDYY_Test.txt



sFTP File Name Conventions – Production

■ File Name Convention:

– University System Production Files

- Initial Full Population File Name: **USM_Full_Pop_MMDDYY.txt**
- Shell Record File Name: **USM_Shell_Rcd_MMDDYY.txt**
- Error Log File Name: **USM_Error_Log_MMDDYY.txt**

– MDOT Production Files

- Initial Full Population File Name: **MDOT_Full_Pop_MMDDYY.txt**
- Shell Record File Name: **MDOT_Shell_Rcd_MMDDYY.txt**
- Error Log File Name: **MDOT_Error_Log_MMDDYY.txt**

– Judiciary Production Files

- Initial Full Population File Name: **Judiciary_Full_Pop_MMDDYY.txt**
- Shell Record File Name: **Judiciary_Shell_Rcd_MMDDYY.txt**
- Error Log File Name: **Judiciary_Error_Log_MMDDYY.txt**

– General Assembly Production Files

- Initial Full Population File Name: **GA_Full_Pop_MMDDYY.txt**
- Shell Record File Name: **GA_Shell_Rcd_MMDDYY.txt**
- Error Log File Name: **GA_Error_Log_MMDDYY.txt**

