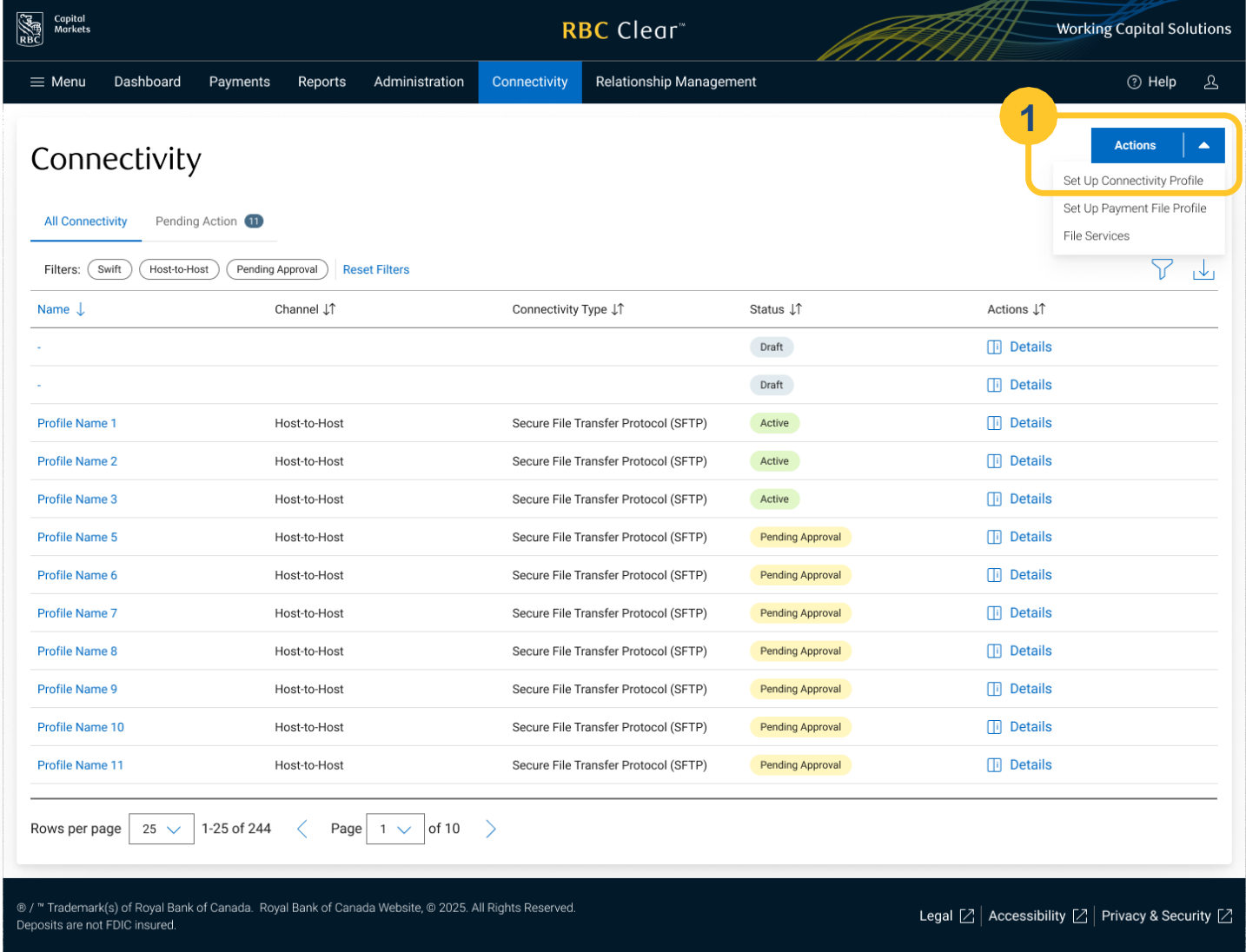


This guide will walk you through how to set up a secure and reliable connectivity profile in the RBC Clear portal - whether you are connecting through **Host-to-Host (H2H)** (via SFTP) or integrating using **SWIFT FIN/FIN Plus**.

Setting Up a Connectivity Profile Using Host-to-Host

- 1
- Click on the **Connectivity** tab in the navigation menu, then click on the **Actions** button and select **Set Up Connectivity Profile** from the dropdown menu.



- 2
- Enter the Connectivity Profile details for Host-to-Host Channel.

Channel: Select the Host-to-Host connectivity channel.

Profile Name: A unique name must be provided to distinguish this connection profile from others. It should be descriptive enough to easily recognize the purpose of this profile.

Connectivity Type: The Protocol that will be used to establish the connection. In this case select the **Secure File Transfer Protocol (SFTP)**.

Technology Group Distribution Email: An email address is required to configure the profile. Using a group distribution email address removes dependency on a single individual to maintain the connection.

- 3
- Click the **Upload** button to add encryption keys for the connection. Ensure your key file adheres to the requirements outlined in the bulleted list.

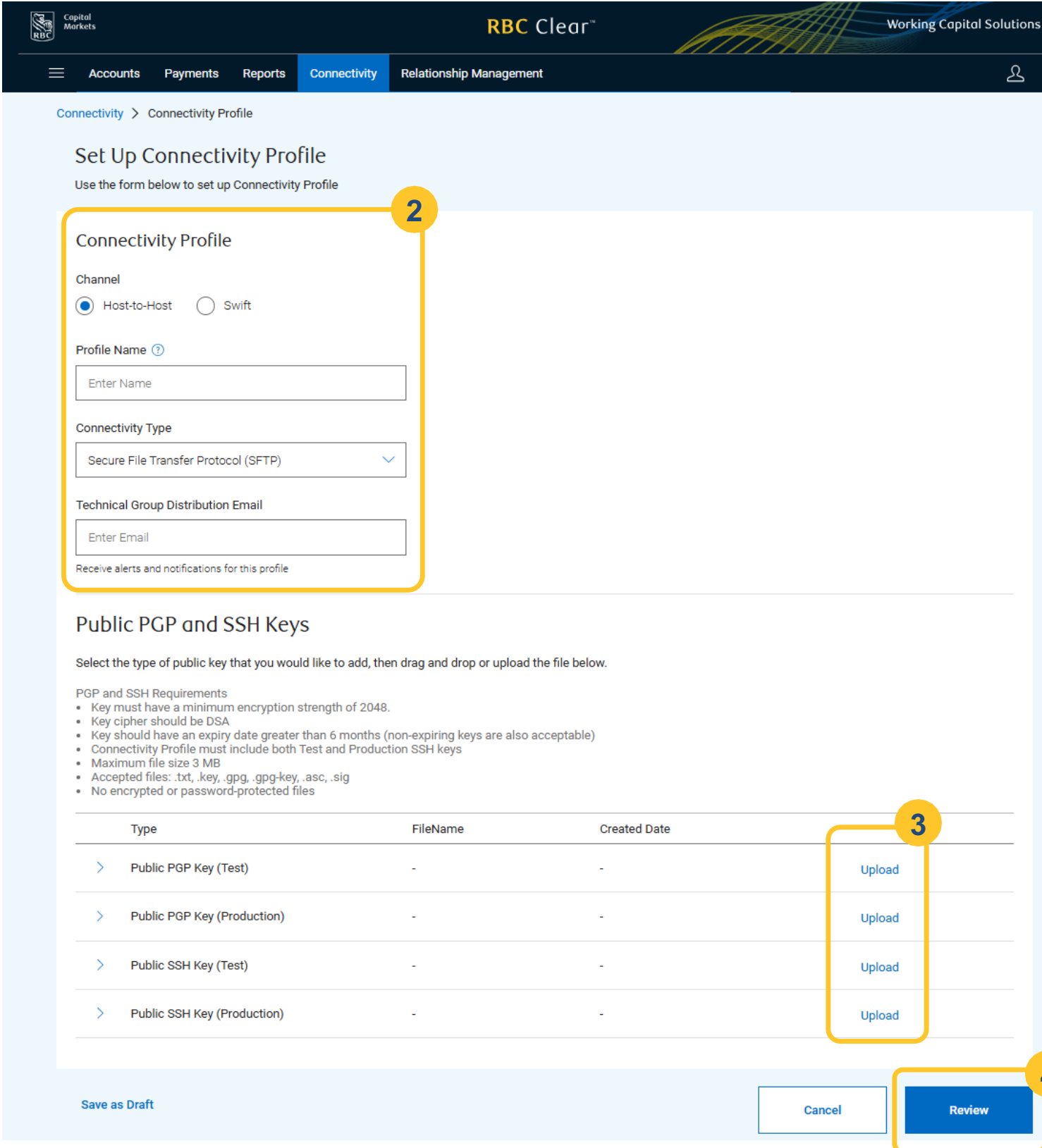
Key Types:
SSH Key (Mandatory): The connection must be encrypted using an SSH key. Provide your Public SSH Key here.

PGP Key (Optional): While the connection will be secured using SSH encryption, you also have the option to add file encryption using a PGP key if you need outbound files from RBC Clear encrypted using PGP key.

Test / Production: Credentials need to be established for both RBC Clear's test and production environments.

Save as Draft: If you do not have all the necessary artifacts to complete the configuration, you can save your progress and can continue later.

- 4
- Click the **Review** button once the form is complete.



5 Next, you'll be taken to the **Review and Submit** page. This page provides you an opportunity to verify the request details before submitting for approval.

- Edit:** You can modify any details by clicking on the Edit link (pencil icon). This will return you to the prior page with all the form fields prefilled.
- Save as Draft:** Save your progress so that you can continue later.

Click on **Submit Request** once all form details have been verified.

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Review and Submit

Review Profile details before submitting

Connectivity Profile

Channel

Host-to-Host

Profile Name

SFTP for Profile Name 1

Connectivity Type

Secure File Transfer Protocol (SFTP)

Technical Group Distribution Email

techgroupdistribution@email.com

Public PGP and SSH Keys

Type	Filename	Created Date
Public PGP Key (Test)	DIACG-H2H-KEY.txt	Jan 2, 2024
Public PGP Key (Production)	LIMYL-H2H-KEY.txt	Jan 2, 2024

Save as Draft

Cancel

Submit Request

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6 Upon successful submission of a connectivity profile, you'll see a confirmation pop-up with links to next steps.

If you're not ready to begin the File Profile setup, click **Return to Connectivity** and continue to step 7.

To begin creating a payment profile, click **Create a File Profile** and refer to the **How to Set Up a Payment Profile for ACH** user guide for further instruction.

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Review Profile details before submitting

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Channel

Host-to-Host

Profile Name

SFTP for Profile Name 1

Connectivity Type

Secure File Transfer Protocol (SFTP)

Technical Group Distribution Email

techgroupdistribution@email.com

Public PGP and SSH Keys

Type	Filename	Created Date
Public PGP Key (Test)	DIACG-H2H-KEY.txt	Jan 2, 2024
Public PGP Key (Production)	LIMYL-H2H-KEY.txt	Jan 2, 2024

Save as Draft

Cancel

Submit Request

Profile Created

The Connectivity Profile has been submitted for approval. To move to the next step, select Create a File Profile. If you are not ready to proceed, return to File Services.

Return to Connectivity

Create a File Profile

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7 **Approve or Reject Connectivity Profile:** Once the Connectivity Profile request is submitted, it must be reviewed, then approved or rejected by a different user with the **Technical Integration Manager** entitlement.

Click the **Connectivity** tab on the Main Navigation menu. Next, select **"Pending Approval"** filter, then click **Details** to review the item details.

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All Connectivity

Pending Action 63

Filters: Swift Host-to-Host Pending Approval Reset Filters

Name	Channel	Connectivity Type	Status	Actions
SFTP for Profile Name 1	Host-to-Host	Secure File Transfer Protocol (SFTP)	Pending Approval	Details
Profile Name 2	Host-to-Host	Secure File Transfer Protocol (SFTP)	Pending Approval	Details
Profile Name 3	Host-to-Host	Secure File Transfer Protocol (SFTP)	Pending Approval	Details
Profile Name 4	Host-to-Host	Secure File Transfer Protocol (SFTP)	Pending Approval	Details
Profile Name 5	Host-to-Host	Secure File Transfer Protocol (SFTP)	Pending Approval	Details
Profile Name 6	Host-to-Host	Secure File Transfer Protocol (SFTP)	Pending Approval	Details
Profile Name 7	Host-to-Host	Secure File Transfer Protocol (SFTP)	Pending Approval	Details

Rows per page 25

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8 Review all the details. As the checker, you can then choose to either **Approve or Reject** the Connectivity Profile request.

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Pending Action 63

Filters: Swift Host-to-Host Pending Approval Reset Filters

Name	Channel	Connectivity Type	Status	Actions
SFTP for Profile Name 1	Host-to-Host	Secure File Transfer Protocol (SFTP)	Pending Appr	Details
Profile Name 2	Host-to-Host	Secure File Transfer Protocol (SFTP)	Pending Appr	Details
Profile Name 3	Host-to-Host	Secure File Transfer Protocol (SFTP)	Pending Appr	Details
Profile Name 4	Host-to-Host	Secure File Transfer Protocol (SFTP)	Pending Appr	Details
Profile Name 5	Host-to-Host	Secure File Transfer Protocol (SFTP)	Pending Appr	Details
Profile Name 6	Host-to-Host	Secure File Transfer Protocol (SFTP)	Pending Appr	Details
Profile Name 7	Host-to-Host	Secure File Transfer Protocol (SFTP)	Pending Appr	Details

Rows per page 25

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Connectivity Profile

Pending Approval

Profile Summary

Profile Name

SFTP for Profile Name 1

Channel

Host-to-Host

Connectivity Type

Secure File Transfer Protocol (SFTP)

Technical Group Distribution Email

profilename1@email.com

Public PGP and SSH Keys

Public SSH Key (Test)

sample_ssh_public.txt

Public SSH Key (Production)

sample_ssh_production.txt

Public PGP Key (Test)

sample_pgp_test.txt

Public PGP Key (Production)

sample_pgp_production.txt

Reject

Approve

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9 **Bank Activation:** After the checker approves the connectivity profile, the profile goes into "Pending" status.

Note: Clients can view the progression of their host-to-host channel set-up journey in the "Connectivity Checklist" which appears below the profile summary after the client has submitted the connectivity profile for approval.

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Pending Approval

Pending Bank Activation

Profile Summary

Profile Name

SFTP for Profile Name 1

Channel

Host-to-Host

Connectivity Type

Secure File Transfer Protocol (SFTP)

Technical Group Distribution Email

profilename1@email.com

Connectivity Checklist

Recommended manual steps:

Connectivity Profile Setup

Recommended manual steps:

Test Connectivity (UAT)

Confirm production connections

Payment File Profile Setup

Recommended manual steps:

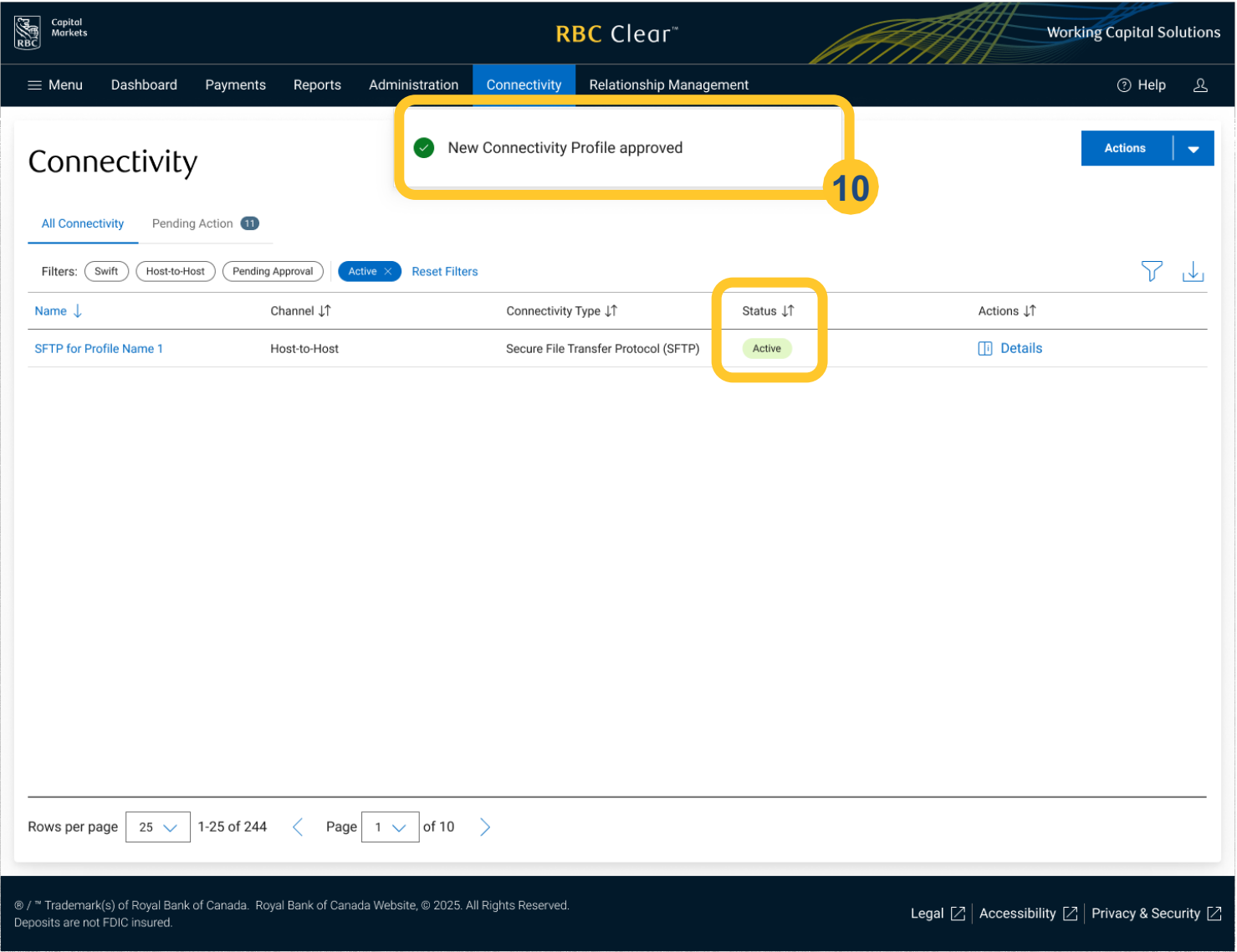
Test connectivity in test

Confirm penny payment file

View Profile

10

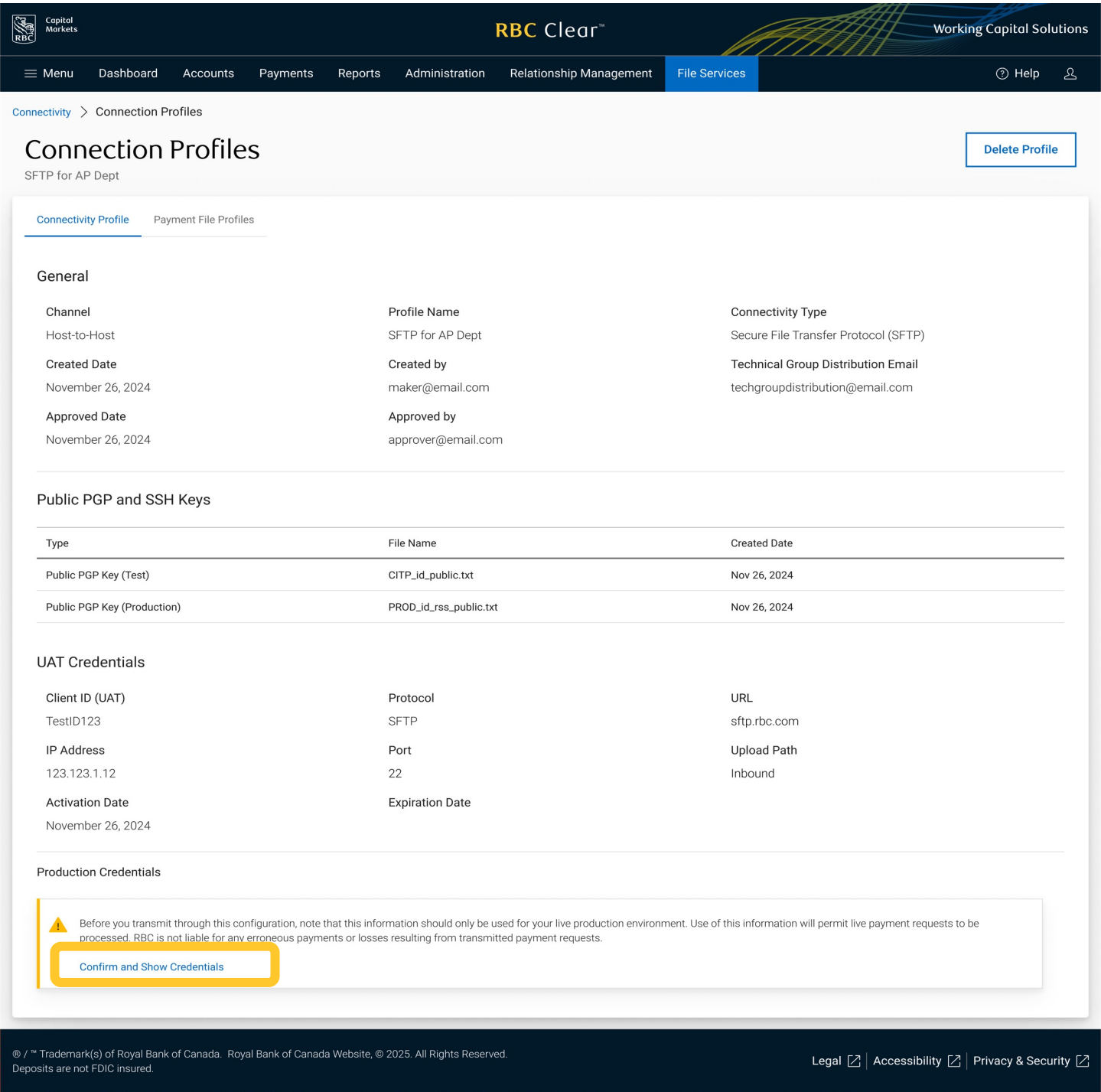
Connectivity Profile Activation: Once the checker approves the request, the new profile only takes a few minutes to automatically onboard onto RBC Clear’s SFTP domain. Upon onboarding completion, the profile changes to “Active”.



11

Viewing the Connectivity Details: The user with Technical Integration Manager entitlement can click on ‘Details’ under the Actions column and then click on ‘View Profile’ option on the screen to view the connectivity credentials for both test and production.

Note: As a first-time user, please click the "Confirm and Share Credentials" button to access the production credentials.

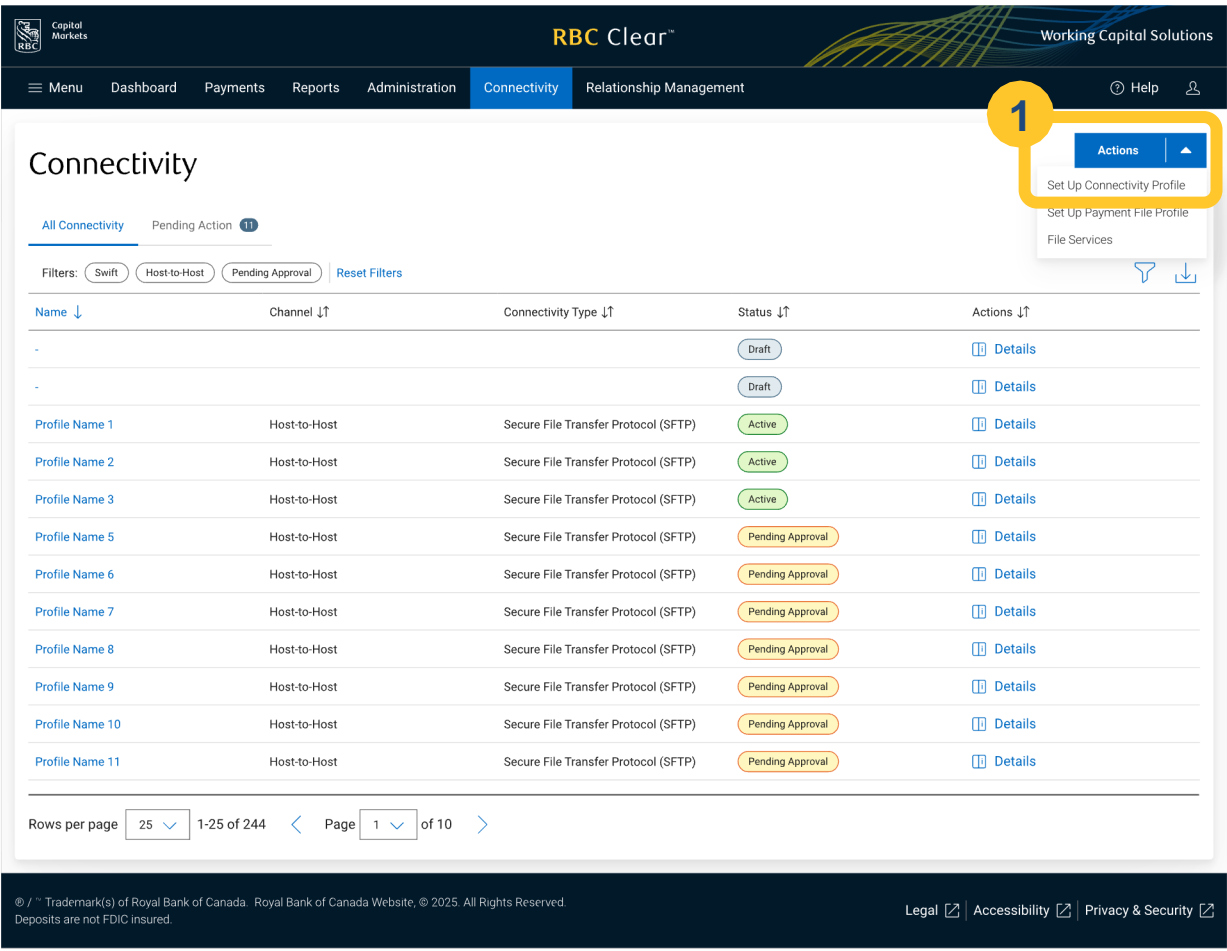


Setting Up a Connectivity Profile Using Swift Channel

1. Before setting up Swift connectivity, you must submit an RMA enrollment request to your Account Manager. The RMA between your BIC and the RBC Clear™ BIC can be established for both test and production environments prior to initiating testing.
2. It is recommended to test Swift messages before going live in the production environment. You may provide the message details to your account manager for any payments sent to the Test BIC or Test environment to confirm status.

1

While in the Connectivity tab, click on the **Actions** button and select **Set Up Connectivity Profile** from the dropdown menu.



2

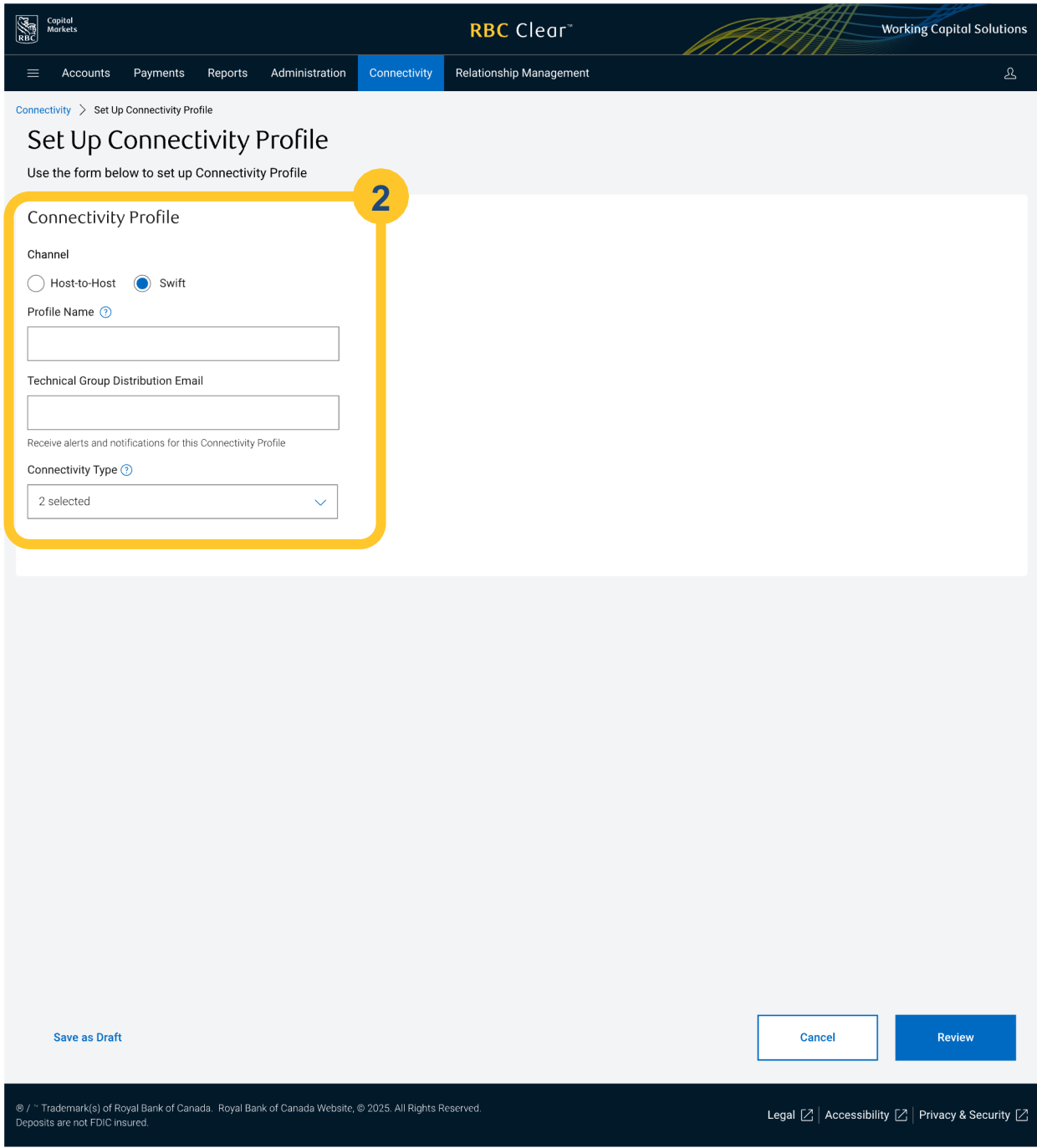
Enter the Connectivity Profile details.

Channel: Select the Swift channel.

Profile Name: A unique name must be provided to distinguish this connection profile from others. It should be descriptive enough to easily recognize the purpose of this profile.

Technology Group Distribution Email: An email address is required to configure the profile. Using a group distribution email address removes dependency on a single individual to maintain the connection.

Connectivity Type: Select the connectivity type which will be used to establish the connection. It can be either Swift FIN, Swift FINplus, or both.



3

Swift Member information will be displayed after the Swift connectivity type is selected. If there is more than one BIC, a drop-down menu will appear.

Entities: Select Entities for this profile.

Select the message types to be sent then click “Review”

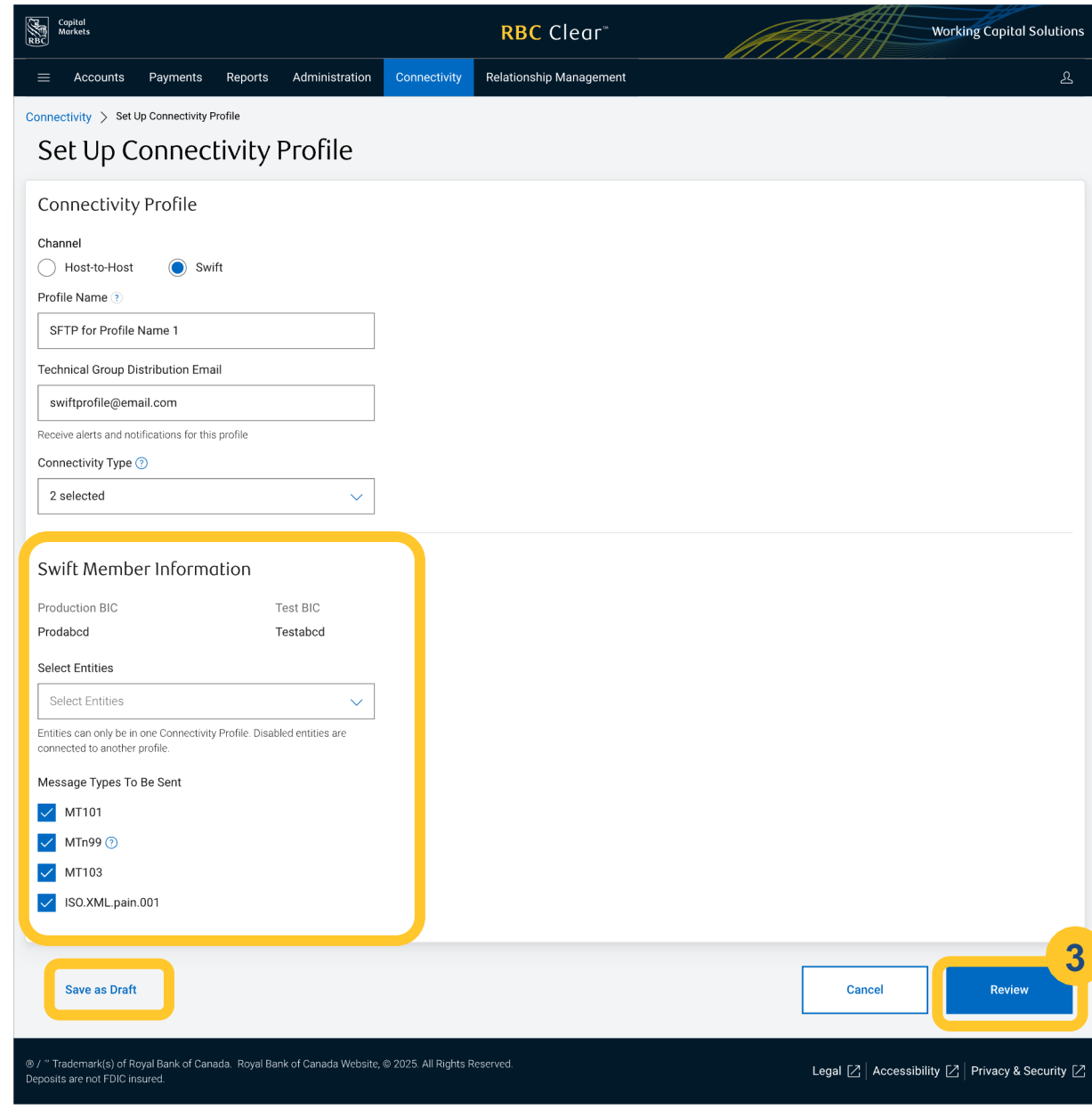
MT101: Payment messages

MTn99: Non-value messages, service messages

MT103: Payment messages

ISO XML pain.001: Payment messages

Save as Draft: If you do not have all the necessary details to complete the configuration, you can save your progress and can continue later or click the **Review** button if the form is complete.



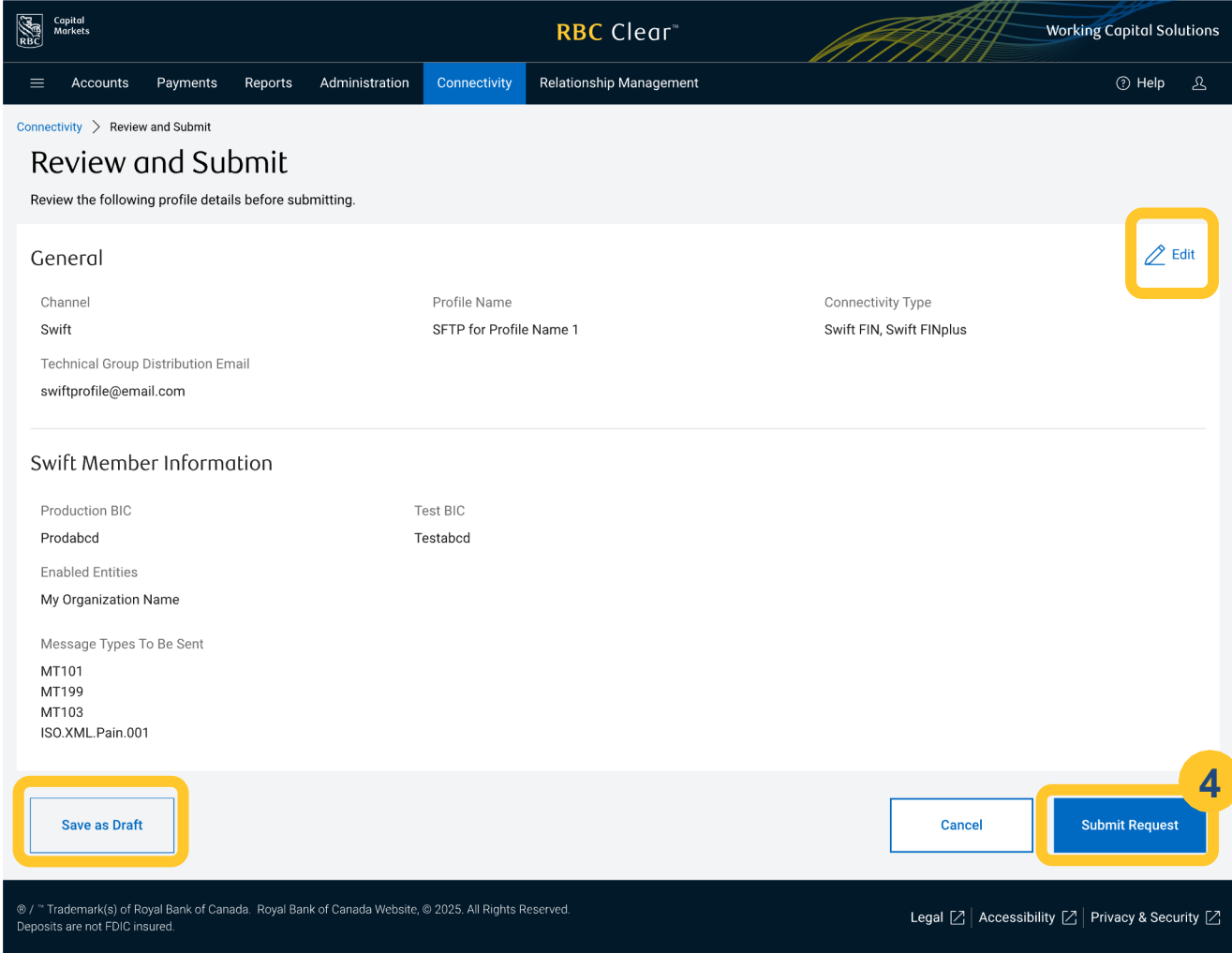
4

Next, you'll be taken to the **Review and Submit** page. This page provides you an opportunity to verify the request details before submitting for approval.

Edit: You can modify any details by clicking on the Edit link (pencil icon). This will return you to the prior page with all the form fields prefilled.

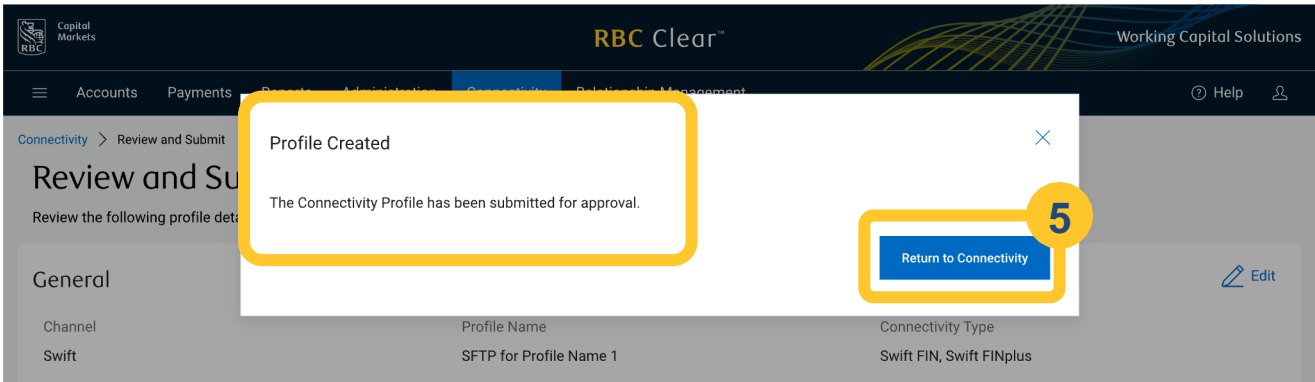
Save as Draft: Save your progress so that you can continue later.

Click on **Submit Request** once all form details have been verified.



5

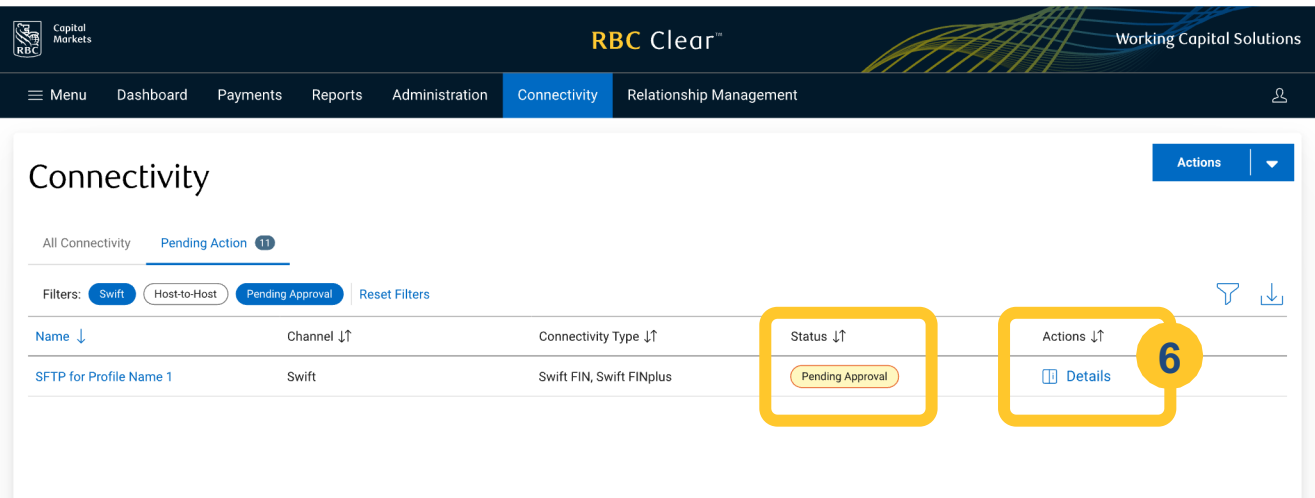
Upon successful submission of a connectivity profile, you'll see a confirmation message that the profile has been submitted for approval. Click **Return to Connectivity** to return to the Connectivity page.



6

The profile will now move to the **Pending Approval** status.

Click on the **Details** link to view more information about the profile.

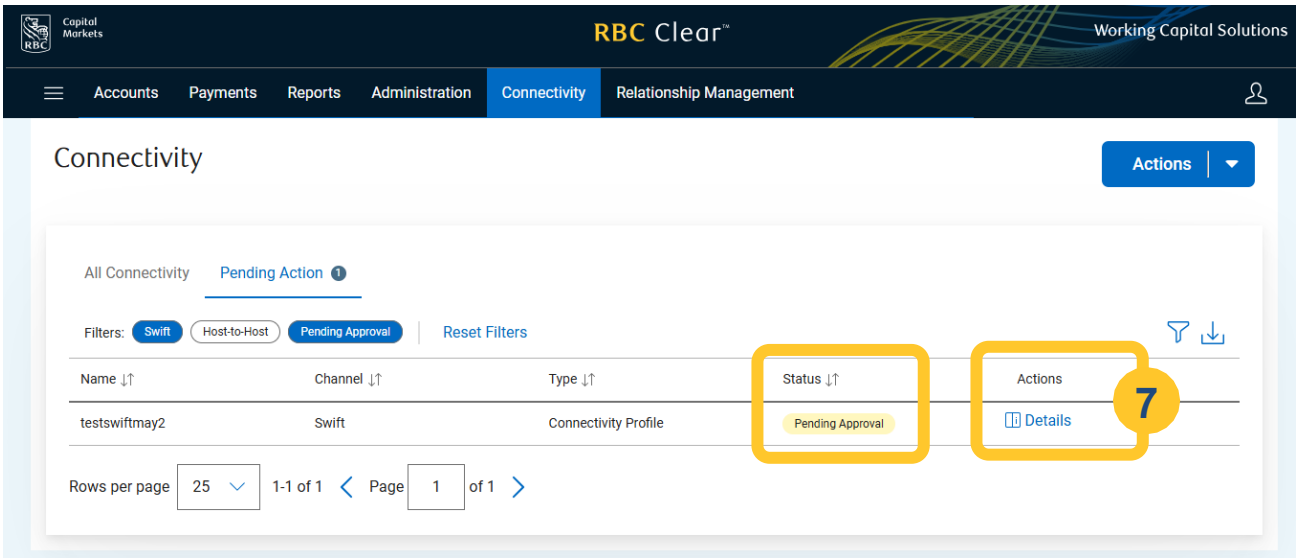


7

Approve or Reject Connectivity Profile: Once the Connectivity Profile request is submitted, it must be reviewed, then approved or rejected by a different user with the **Technical Integration Manager** entitlement.

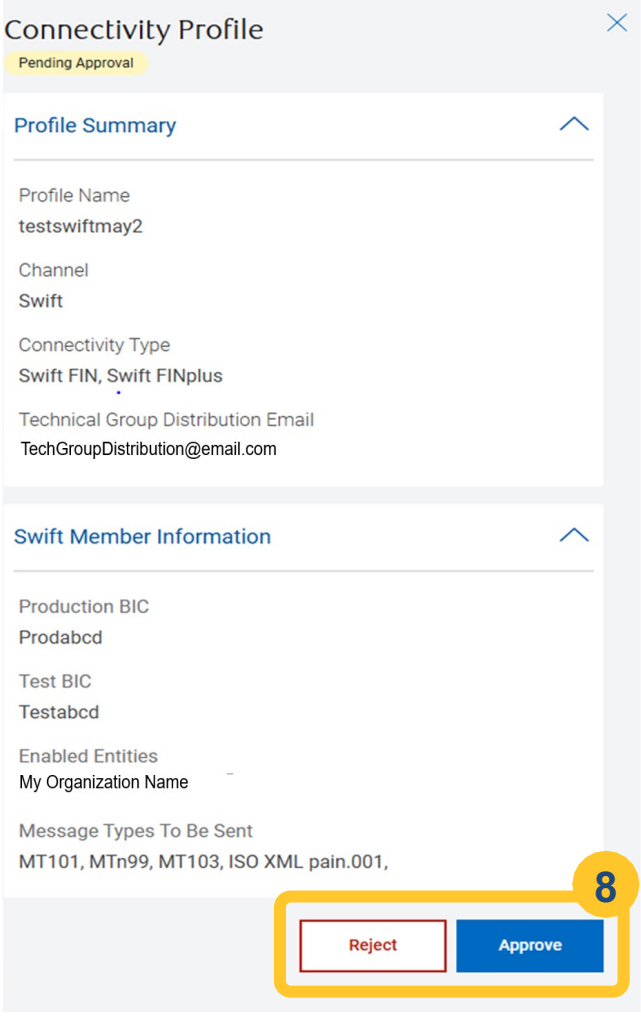
- Click on the **Connectivity** tab on the top bar.
- On the Connectivity page, check the "Pending Approval" status, then click **Details** to review the item details.

Note: you can also use the filter to quickly find requests marked as Pending Approval.



8

Review all the details. As the checker, you can now choose to either **Approve or Reject** the Connectivity Profile request.



9

Viewing the Connectivity Details: The user with the Technical Integration Manager entitlement can view the connectivity credentials for both test and production at this stage.

