

USER GUIDE FOR SUBMISSION OF CO-CLASSIFIED PRODUCT ADVERTISEMENTS FOR EXHIBITION ('PCA')



New Title Submission

Definition

- 'PCA' submissions are product advertisements that are co-classified by the authorised Registered Content Assessor (RCA) on behalf of an approved company, meant for exhibition.
- 'PCA' submissions are solely for commercial exhibition purposes.

Service Standards

- 'PCA' submissions will be processed within 5 working days.
- Applicants must ensure that their applications and submitted materials meet the Submission Guidelines.
- The guidelines can be found on the IMDA website and the IMDA Online e-Services webpage.



Select the e-Service

🖷 🕫 M FW: IMDAOnline Home Pag 📄 imdaonli	nepilotimdag × + ×	-	٥	×
\leftarrow \rightarrow \circlearrowright \textcircled{a} https://imdaonlinepi	lotimda.gov.sg/OnlineServices-dev/indextnet1.aspx#section-06	h	ß	
ARTS ENTERTAINMENT CLASSFICATION FOR CAT 1 OR AD-NOC PUBLIC ENTERTAINMENT LICENCE ENTERTAINMENT LICENCE FILM CLASSFICATION FOR PLINE CLASSFICATION FOR DISTRIBUTION FILM CLASSFICATION FOR DISTRIBUTION - NON PROFIT FILM CLASSFICATION FOR DISTRIBUTION - NON PROFIT REGISTERE CONTENT ASSESSOR (RCA) SUBMISSIONS	Submission Of Co-classified Films For Exhibition (FCA) Films co-classified by the authorised Registered Content Assessor on behalf of a film exhibitor/distributor B Submission Of Co-classified Trailers For Exhibition (TCA) Trailers co-classified by the authorised Registered Content Assessor on behalf of a film exhibitor/distributor B			^
VIDEO GAME CLASSIFICATION SERVICES PUBLICATION SUBMISSION	Submission Of Co-classified Product Advertisements For Exhibition (PCA) Product advertisements co-classified by the authorised Registered Content Assessor on behalf of an approved company			
ब २ म 😑 🖬 🏦 💷	Submission Search x ^e A 💷 @ 4 a		11 PM 4/2019	ę

Step 1:

 At the Online Services page, under the Registered Content Assessor Submissions, select <u>'Submission of Coclassified Product</u> <u>Advertisements for</u> Exhibition (PCA)'.

Singpass / Corppass Login

INFOCOMM MEDIA DEVELOPMENT WHO WE ARE IN AUTHORITY	s
HOME / LOGIN	
FOR INDIVIDUAL LOGIN	Login via Singpass
	If your company does not have Corppass, you may sign-up at www.corppass.gov.sg. Cf. Please note that once any user from your company has logged in using Corppass, all subsequent access to certair IMDA's digital services from your company can only be made using Corppass.

Step 2:

- Select either 'For Individual Login' (3A) or 'For Organisation Login' (3B)
- Enter your security credentials to complete the sign-in

Login Type for Individual or;



Step 3A:

- Individual logins are only meant for submissions under an individual
- Select 'Submit'

Login Type for Organisation (Corppass)



Step 3B:

- Organisation logins are meant for Corppass user
- Select 'Submit'



View Guidelines page

E IMDA Internet × + ×			-	٥	×
$\leftarrow \rightarrow \circ \circ \textcircled{A} \texttt{https://imdaonlinepilot.imda.gov.sg/OnlineServices/VFS/Transaction/ViewGuidelines.aspx}$	□ ☆	扫	h	É	
NHOOMM MUCHANNER	FAQ Feedback Help Enter	Last Up	Home		ar 2019
View Guidelines					
Before you continue with the declaration, you are advised to go through and familiarize yourself with the Guidelines.					
View Guidelines Proceed					
Please turn off the pop-up blocker in Internet Explorer or Mozilla Firefox before you click the "View Guidelines" button. Click here for a quick guide.					
📹 A H 🧧 📻 🏦 வ	د م	∕∂ 40 ENG	11:3	8 AM	5

Step 4:

- You may read the guidelines or;
- Proceed with the submission

Check your mobile number and email address.

🖷 📹 🗖 FormCAFilmSubmission X	Blank page + ~			-	σ	×
\leftarrow \rightarrow O \textcircled{a} https://im	$\label{eq:constraint} daon line pilot imda gov.sg/Online Services/VFS/Transaction/FormFilmCA/FormCAFilmSubmission.aspx?IndexNo=$	\Rightarrow	诌	L	ß	
						^
Page 4 of 6						
						2
This form may take you about 5 to 10 minutes	to complete.					-1
						- 1
						- 1
Fields marked with* are mandatory. Indica	te 'N/A' or '0' where not applicable					_
Submission Details						
Organisation ID: *	T14LP0028E					
Organisation Name: *	MOBILE PLATINUM LIMITED PARTNERSHIP					
Organisation Email:						
Person NRIC:						
Person Name :						
Mobile No:						
Email:						
Title Details						
Format : *	×					~
📹 🔎 🛱 🤮 🛢 🏦	<u>ه</u>	ی 🖷	ENG	12:28 (6/3/20		5

Step 5A:

 Check your contact details to ensure they are updated.

Enter title details

🖶 🖅 🗁 FormCAFilmSubmission 🗙 🚍 B	tank page + V		-	6	×
\leftrightarrow \rightarrow O \textcircled{a} https://imda	anlinepilot.imda.gov.sg/OnlineServices/VFS/Transaction/FormFilmCA/FormCAFilmSubmission.aspx?IndexNo=	垥	L	ß	
Title Details					^
Format : *	Thumb Drive V				
Language: *	English V				
Title : *	REEBOK LIGHT RUNNING SHOES				
Romanized Title :					
Also Known As :					
Running Time:*	1				
Screening Date (DD/MM/YYYY)*	04/04/2019 🖉 TO 04/05/2019 🕼				
Sub Title					
Sub Title 1:	NIL				
Sub Title 2:	NL				
Sub Title 3:	NL				
Classification Details					
Content Assessment Form *	8				
CA Rating *					
		¢⊕ eng	4:56 26/2,		₽

Step 5B:

- Input product advertisement details such as, Title, Format, Language and Running Time
- Input film screening details such as Screening Date



Select rating and attach classification report.

🗄 🖅 🗖 FormCAFilmSubmission X	⊟ Blank page	+ ~					-	٥	×
\leftarrow \rightarrow \circlearrowright \land \land https://	imdaonlinepilot.imda.gov.sg/On	lineServices/VFS/Trans	action/FormFilmCA/FormCAFilmSubmission.aspx?IndexNo=		$\dot{\mathbf{x}}$	¥≣	h	Ŀ	
Screening Date (DD/MM/YYYY)*	04/04/2019	TO 04/05/2019	B						
Sub Title									
Sub Title 1:	NIL	~							
Sub Title 2:	NIL	~							
Sub Title 3:	NIL	~							
Content Assessment Form *	8								
	Content Checklist Te	emplate (Upated N	May 2016).doc						
CA Rating *	General]							
CA Decision *	Passed Clean	3							
CA Consumer Advice		C 500 Chara	acters Left						
CA Remarks		Following special char	acters are not allowed : " < ", " > ", " & ", " (", ") "," (", ") " and " % "						
							SI	JBMIT	1
💶 २ म 🤮 🖬 ɗ	1 💷			я ^в ^	■ @	¢⊕ eno	4:57 26/2/		ę

Step 5C:

- Input subtitle, select rating, key in consumer advice (if any) and attach the classification report.
- Click "Submit" to proceed.

Declaration Page

	🗀 Biank page	+ ~		-		٢.
\leftarrow \rightarrow O \textcircled{a} \textcircled{bttps}	://imdaonlinepilot.imda.gov.sg/Onl	ineServices/VFS/Transaction/FormFilmCA/FormCAFilmSu	ibmissionList.aspx 🔟 🕁	≠ L	r .	•••
INFOCOMIM INFOCOMIN INFOCOMINT AUTHORITY			FAQ Feedback Help Conta Enter Key		* Excellence : 26 Feb 2019	
						I
Declaration for Submission	n of Master Product /	Advertisement(PCA)				
Page 5 of 6 This form may take you about 5 to 10 minur	utes to complete.					
Confirm Submission						
List of Submissions						
Title		Language View	wEdit			
REEBOK LIGHT RUNNING SHOES		English	View and Edit Submission			J.
-		nd correct and I am aware that legal action may be to e current Film Classification Guidelines and any phy				
Submission Guidelines.	e content in accordance with the	e current Film Classification Guidelines and any phy				I
Online.	shall not dispute the authenticity	or accuracy of any statements, confirmations, reco	ords, acknowledgements, information recorded in	n or produced fr	om IMDA	
Online.	shall not dispute the authenticity	or accuracy of any statements, confirmations, reco	rds, acknowledgements, information recorded in		Submit	

Step 6:

- Read through the declaration and tick the small box.
- Click "Submit".

Receipt Page

🗄 🖅 🗖 FormCAFilmSubr	nission 🗙 🖽 Blank page	+ ~			-	0 X
↔ ♡	A https://imdaonlinepilot.imda.gov.sg/On	lineServices/VFS/Transaction/FormFilmCA/FormCAFilmSubmissionReceipt.aspx	0 \$	2,≡	l.	e
				Las		n : 26 Feb 201
			FAQ Feedback Help	Contact Us		Q Q
				,		
Submission of Mas	ter Product Advertisement(I	PCA)				
Page 6 of 6 This form may take you about 5	to 10 minutes to complete.					
Submission Receipt						
In-Receipt No.	PCA/1902/000002P				_	
Title	REEBOK LIGHT RUNNIN	NG SHOES				
		Print				
		Rate this e-service				
f 🖉 🛱 🤗	💼 🔒 🗊		a ² ∧ ∎		458 P	M 🛃

Last Step:

- Each title submitted will be issued with an In-Receipt Number.
- Click on [Print] to print or save the PDF copy.



Sample Receipt for PCA submission



- Follow instructions stated in the in-receipt.
- Company rep. to submit the physical media to IMDA.