2.0 How to use MDA online to submit a Master Copy Video Game ('A' submission title is new and unclassified)

*'A' refers to the first or master copy of a game that the company will be using for certification of subsequent duplicate copies. The 'A' copy must be approved by the BFC before importing/making of the duplicates.

2.1 Log in with your company's particulars

Step 1: Click on 'Submission of Master Copy Video Game ('A')'.



Step 2: Login in using your SingPass

Secure	Terms of Use FAQs Help About
This is a new SingF	ass Screen
Welcome to SingPass Authentication	Service
SingPass ID	(Enter your Identification Humber) e.g. S1234567G, G1234567G
SingPass	(8-24 characters, CASE-SENSITIVE)
	Submit Cancel (Click here for tips on Online Security)
	Do not have a SingPass? Apply here.
	Forgot your Password? Reset here.

Step 3:

Login as '**Organisation**', key in your Registered Login ID, i.e. ACRA Number, and click '**Submit**'. Please note that the system will only grant access if you are already a registered user. If you have not registered, click on '**Please click here to Download the Registration Form**' to do it.

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Page 1 of 12	F. 40		
nis form may take you about ields marked with * are mandatory	5 to 10 minutes to comp	lete.	
Search			
Select Login Type*	Organisation	~	
Login ID *	+	(Enter Registered Login ID/ACRA Number)	
	/	Submit	
	/	▲	Please click here to Download the Registration Form
f you encounter any problem	with this e-sevice, pleas	e contact us at 1800 478 54 8 or send a feedback	^
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Select 'Organis	ation', key		Please click here to downloa
Registered Logi	n ID		the Registration Form (if you
			have not registered)

Step 4:

Confirm your business particulars and click '**Confirm and Submit**' to proceed. At this point you may edit/update your particulars if incorrect or have changed.

Control Control	FAQ Feedback Help Contact Us Home SingPass Logout
Page 2 of 12	
Company ID/Organisation ID : *	AVALON (Please Enter ACRA or BR no)
Company Name :	ARTHUR @ AVALON
Block No. : *	12
Street Name : *	CAMP-A-LOT STREET
Floor No. :	1
Unit No. :	1
Long Unit No. :	
Building Name :	
Postal Code : *	123456
Telephone No. : *	9123456
Fax No.:	
Email : *	ARTHUR_KING@LADYOFTHELAKE.COM
	Confirm and Submit Reset
	8

2.2 Conducting a search to see if your game has already been classified

Step 1:

Before you can make a declaration for your game, you need to perform a search to check if the game that you are submitting has already been classified. If the game has not yet been classified, you will be required to make an 'A' submission. Enter the name of the game in the respective fields. Next, click on the **search button** to commence. You may use the '**Reset**' button to clear the search fields to begin a new search.

***Romanised title** – the English name given to a game of non-English origin. E.g. a game originally in Chinese but given an English title.

If the game has already received a decision/classification, skip to 2.4 'Making a submission when the game has already been classified / found in the search database'.

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Video Game S	ubmission		
Page 3 of 12			
To check if your title Fields marked wit	• has been submitted prev h* are mandatory	iously, please specify the search criteria below.	
Title			
Romanised Title			
T		Search Reset	
Video Game List - Tota	I Number of Records:		
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nter the title of priginal langua	the game in ge or	2. Click on Search to proceed	Use Reset to modify your search criteria or search for another title

2.3 Making an 'A' submission (game has not been found in the search)

Step 1:

After searching for your game title and no records have been found in the database (your game has not been classified), click on '**This is a New title**...' to proceed. **If however, the title you wish to declare is found in the database, see 2.4 'Making a submission when the game has already been classified / found in the search database*'.

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Video Game S	Submission	
Page 3 of 12		
To check if your tit Fields marked w	tle has been submitted previously, please specify the search cri ith* are mandatory	teria below.
Title Search		
Title	Zero hero	
Romanised Title		
VideoGame List - To No record(s) foun	otal Number of Records: 0 Ind. This is a NEW title and is not listed above. Click to de Rate this e-service	clare the NEW title.
	Click 'This is a NEW t	itle'

Step 2:

Next, check if your software requires a declaration. Software whereby declaration is not required includes those used for business, accounting, scientific and educational purposes. Check '**Yes**' or '**No**' accordingly and click on the '**Continue Submission**' button to proceed.

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Video Game Submission	
Page 4 of 12	
Please answer the following question	
Is your title or software intended for any of the following	purposes?⊚Yes ONo
- Business (ed. Word processing, presentation, graphics design)	^
- Exempts (og. Hera processing, prosentation, graphies assign)	
- Scientific usage (eg. software used for research purpose)	
- Education (e.g. training instructions, lessons or encyclopedia)	
- Accounting	
Continue St	ubmission
*	
/	<u>v</u>
2 Click on Continue Submission	1 Check ' Ves ' or ' No '

If your answer is '**Yes**' to the above question, then you need not submit your software for classification and this screen will appear:



Step 3 (Entering game info, Part 1 – general details): If you had answered 'No' to the question in Step 2, you will be shown the screen below. Fill in the required game information and click 'Continue Submission' to continue. 1

Online!	FAQ Feedback Help Contact Us Ho Singerity - Service - Excell SingPass Log	i <mark>ent</mark> Ence Dime gout
Video Game Submis	sion	
Fields marked with * are ma Page 5 of 12	datory	
Title Details		
Title *		
Romanised Title *(eg. Game title in English alphabets)		
Publisher /Developer *		
Region*	Asia 🔽	
Year of Release *		
Import Make	Import	
Import Reference Type	Customs No	
Import Reference No		
Have you played the game?	⊖Yes ⊙No	
Have you viewed the gameplay/gra	hics of the strongest content/element that is in the game? OYes I No	
Platform: (Please select the platfo Platform *	n(s) you are submitting)	
	GameCube Macintosh Nintendo DS Nintendo Wii PC	
	Sony Playstation 1 Sony Playstation 2 Sony Playstation 3 Sony Playstation Portable (PSP) Xbox	
	Xbox 360 Others, please specify	
	Continue Submission	

Step 4 (Entering game info, Part 2 – game genre and sub-genre): Select the game genre (a maximum of two is possible) and sub-genres and click 'Continue Submission' to continue.

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Video Game Submi	ssion		
Page 6 of 12 Fields marked with * are ma Genre:* (Select Maximum 2)	andatory		
Action	 Espionage/Stealth First Person Shooters Other Platform Shooter Survival Horror 	Adventure	 Fantasy Futuristic Historic Modern Other
Fighting	○ Beat-Em-Up ○ Hack & Slash ○ Other	Puzzle	
Racing	Arcade Racing Futuristic Racing Kart Racing Motorcycle Other Rally Racing Simulation Racing	□Role Playing Games (RPG)	○ Fantasy ○ Futuristic ○ Historic ○ Modern
Simulation	Flight Simulation Life Simulation Other Virtual Pet	☐ Sports	
☐ Strategy	○ Real-Time Strategy ○ Turn-Based Strategy	Cother	 Arcade Game Board Game Card Game Casino Game Game Compilation Mini Game Collection Music/Rhythm Game Other

Step 5a (Entering game info, Part 3 – ratings/classification given by other organisations):

Please enter the ratings by other organisations (if available) accordingly and click **'Continue Submission'** to continue. **Note: if you have previously submitted a copy of the game in a different language/region, click 'Yes' and provide the in-receipt number (IR) – see screen in Step 5b. Otherwise, select 'No' and proceed.*

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Video Game Subr	mission	
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Page 7 of 12		
Fields marked with * are	e mandatory	
Have you previously	/ submitted a different language/region version of this game? ○Yesౖ○No	
Rating by other ratings boa	ard:*	
ESRB Rating:		
Consumer Advice		
DEGL Dations	Characters Left	
PEGI Rating:		
Consumer Advice	500 Characters Left	
OFLC Rating:		
Consumer Advice		
	✓ 500 Characters Left	
CERO Rating:		
Consumer Advice		
	500 Characters Left	
Others, please specify:	No rating available	
	500 Characters Left	
	Continue Submission	
2. Click Conti	inue Submission 1. Select 'Yes' or 'N	l o ' to a
	previous submission	in
	another language/ve	roion
	another language/ve	ISION

Step 5b: Note - if you have previously submitted a copy of the game in a different language/region, click **'Yes'** and provide the **in-receipt number (IR)**

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Video Corres Subr	lianian
video Game Subm	lission
Please provide IR No.	
Page 7 of 12	
Fields marked with * are r	mandatory
Have you previously	submitted a different language/region version of this game? ⊙Yes ⊖No
Please provide IR No:*	
Rating by other ratings boar	rd:*
ESRB Rating:	
Consumer Advice	500 Characters Left
PEGI Rating:	
Consumer Advice	
OFLC Rating:	
Consumer Arbice	
Consumer Advice	500 Characters Left
CERO Rating:	
Consumer Advice	500 Characters Left
Others, please specify:	No rating available
	500 Characters Left
	Continue Submission

Step 6 (answering the questionnaire):

After you have clicked on '**Yes**' or '**No**' in the previous screen, you will be required to answer a series of 4 questions. The actual number of questions you have to answer depends on the content of the game. Answer the question(s) and click '**Continue Submission**' to proceed each time. You may click on **Read More**' for more info on the terms that are used in the questions. You may download a sample copy of the questionnaire from:

http://www.mda.gov.sg/wms.ftp/videoGames/Sample_of_online_questionnaire.pd

Q1		
Contracted Online!	Singapore Government Integrity - Service - Excellence FAQ Feedback Help Contact Us Home Singapage agent to	<
Video Game Submi	ssion	
Page 8 of 12 Fields marked with * are ma	andatory	
Description of the game.	Q1. Does the game contain any of the following materials? * OYes ONo - Gambling (Read More)	
	- Religious content / elements (Read More)	
	- Terrorism (Read More) - Politics (Read More)	
	Continue Submission	
		<

Q2

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Video Game Submi	ssion	
Page 9 of 12		
Fields marked with * are m	andatory	
Q2	2. Does the game contain any of the following materials? ◯Yes ◯No	
- Ma	nterial which may undermine national interest(Read More)	
- Ma	iterial which is likely to offend a race or religion in Singapore (Read More)	
- Ma acti	nterial that deals with alternative lifestyle, depict sexual violence, explicit sexual activity, or deviant sexual vity (Read More)	
- Ma	nterial that depicts criminal activities with clear instructional details (Read More)	
- Ma	nterial which depict sadistic and cruel violence to human-like characters (Read More)	
- Ex	ploitative nudity(Read More)	
- In:	structive details of consumption of illegal drugs or content that encourages drug use (Read More)	
	Continue Submission	
Q3		
Contine!	FAQ Feedback Help	 Singapore Government Integrity - Service - Excellence Contact Us Home SingPass Logout
Video Game Submi	ssion	
Page 10 of 12 Fields marked with * are m	andatory	
Rating Related Questions (Cont.):	Q3. Does the game contain any of the following materials? \bigcirc Yes \bigcirc N	0
()	- Content that requires the player to engage in illegal activities or play the role of a criminal, but does not have More)	e instructional details (Read
	- Depictions of realistic violence such as killing or causing serious injury to human-like characters (Read Mo	re)
	- Materials which depicts sexual activity (Read More)	
	- Non-exploitative nudity or materials which could be sexually titillating (Read More)	
	- Strong and frequent coarse language (Read More)	
	- Realistic depiction of frequent illegal drug use (Read More)	
	Continue Submission	

Q4

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Video Game Submissio	n
Page 11 of 12	
Fields marked with * are mandate	ory
Rating Related Questions (Cont.):*	Q4. Does the game contain any of the following materials ? OYes ONo
	- Depictions of moderate violence such as killing or causing injury to human-like characters (Read More)
	- Images or words that imply sexual activity (Read More)
	- Nudity in a non-sexual context (Read More)
	- Depictions of materials which could be mildly suggestive (Read More)
	- Some coarse language (Read More)
	- Depiction of drug use (Read More)
	Continue Submission

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Depending on your answers to the questions, you will encounter 2 scenarios, A or B.

Step 7a1 (Scenario A):

After you have answered the questions and your game is **not** deemed to contain mature content, you will be led to this screen. Tick the <u>declaration box</u> and then click on the <u>submit button</u> to proceed.



Step 7a2 (Scenario A):

Next, you will see the summary page which you can print for your records. You should save an electronic or hard copy for reference in case MDA requires that you submit the game for a random check. MDA will process the submission and inform you of the decision given to the game via email within 2 working days.

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Video Game Su	lbmission			
Receipt Details				
In-Receipt No.	GA/0804/1000157U	Title	ZERO HERO	
Year of Release	2008	Publisher/Developer	ZERO	
items for verification with • Original NRIC • A printout copy of 'S • TradeNet Permit (if a	hin the next working day at the Mi Submission Successful' page any)	DA counter:		
	Print	Continue Anothe	er Submission	
		Rate this e-service		

Step 7b1(Scenario B):

If you have answered the questions and your game is deemed to contain mature content, you will be asked to submit a copy of the game for evaluation (see screen below). If you wish to use the Premium Service, select the **'Yes'** button and then click **'Continue Submission'** else click **'No'** and click **'Continue Submission'**.



Step 7b2 (Scenario B):

Next, check the box to make your declaration and then click on 'Submit'.

Video Game Submission		FAQ Feedback Help Contact Us Home SingPass Logout
Page 12 of 12		
Title	Title Details	
MATURE GAMES ✓ I declare that all the information given in this application	Romanized Title Also Known As Publisher/Developer Year of Release Region Code Platform	MATURE GAMES MATURE GAMES ADULT INC 2007 ASIA Xbox 360 ware tha legal action may be taken against me if I had knowingly provided false
Information. I agree that in any legal proceedings, I shall not dispute the a produced from MDA Online.	authenticity or accuracy of any state	merris, confirmations, records, acknowledgments, information recorded in or
	Rate this e-se	rvice

Step 7b3 (Scenario B):

Finally, print this page for submission to MDA. Your declaration has been successful and you are required to submit a copy of the game to MDA for evaluation.

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Video Game Si	Ibmission		
Receipt Details			
In-Receipt No.	GA/0804/1000158L	Title Dathlichen Derauferen	MATURE GAMES
Please bring the follow nline declaration: • Original NRIC • A printout copy of 'S • TradeNet Permit (if a	ving items for verification when su ubmission Successful' page	ubmitting the physical video gan	me(s) at the MDA counter within the next working day after this
	Print	Continue Anoth	ner Submission
		Rate this e-service	e

2.4 Making a submission when the game has already been classified / found in the search database

Step 1:

1. Check

If the game that you wish to declare has been found in the search database (a classification/decision has been given to the game), select the title, and click on **'The title selected above is same as mine. Click to proceed.'** **Note – there are 3 scenarios:* **A** (game has been given the M18 rating), **B** (game has been given the Age Advisory rating) and **C** (game is generally suitable for all and so not given any rating) – please see below for more details.

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Title	Search			
Title		conan		
Rom	anised Title (eq.	contail		
Gam	e title in English			
alpha	nbets)			
			Search F	eset
Vide	oGame List - Tota	al Number of Records: 2		
Selec	t Index No.	Title	Title Details	
•	G-2008-00013	CONAN	Romanised Title	CONAN
			Also Known As	CONAN
			Publisher/Developer	
			Region	
			Platform	
			Rating	
			Consumer Advice	M18 - Violence and Nudity
0	G-2005-000518	CONAN, THE BOY IN FUTURE	Romanised Title	CONAN, THE BOY IN FUTURE
			Publisher/Developer	CONAN, THE BOT IN FOTORE
			Year of Release	
			Region	
			Platform	Sony Playstation 3
			Consumer Advice	ACCEPTED
		The title or	lected above is same as	sing. Click to proceed
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		This is a NEW title	and is not listed above	lick to declare the NEW title
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				2 Click 'The title selected above is sam
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Step 2a1 (Scenario A – if the game has been given an M18 rating): Check on the radio button and click on 'The title selected above is same as mine. Click to proceed.'

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Page 3 of 1	2			
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To check i	<mark>if your title</mark> l orkod with	has been submitted pro	eviously, please specify	y the search criteria below.
Title Searc	h	* are manuatory		
Title		mature games		
Romanised Game title in	Title (eg. 1 English			
alphabets)			Search	Reset
VideoGam	e list - Total	Number of Records: 1		
Select Index	No.	Title	Title Details	
	804/000024	MATURE GAMES	Romanised T Also Known /	Title MATURE GAMES
T			Publisher/Dev	veloper MGS
			Year of Relea	ase 2008
			Platform	Xbox 360
			Rating Consumer Ac	Mature 18
		The	e title selected above is sa	ame as mine. Click to proceed.
١	١			
	\	This is a M	IEW title and is not listed a	above. Click to declare the NEW title.
	\mathbf{A}			
			Rate this	se-service
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г	\		l	۸
	1. Che	ck on radio		2. Click on 'The title selected above is same as
	button			mine. Click to proceed.'

Step 2a2 (Scenario A – if the game has already been given an M18 rating): Enter all the required info and click on 'Next' to proceed.

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Video Game Subm	lission	
Page / of 12		
Fields marked with* ar	ro mandatory	
Submission	e mandatory	
Licence No.	NA	
Organisation ID	AVALON	
Organisation Name	ARTHUR AND AVALON	
Title	MATURE GAMES	
Romanised Title	MATURE GAMES	
Also Known As		
Rating	Mature 18	
Year of Release	2008	
Publisher/Developer	MGS	
Region	Asia 🔽	
Import Make	Import 🛛	
Import Reference Type	Customs No	
Import Reference No		
Platform: (Please select the pla	tform(s) you are submitting)	
Platform *	Game Boy Advance	
	GameCube	
	Macintosh	
	Nintendo DS	
	Sony Playstation 1	
	Sony Playstation 2	
	Sony Playstation 3	
	Sony Playstation Portable (PSP)	
	X box	
	Xbox 360	
	Others, please specify	
		*
	Ne>	ct
	Rate this e	e-service

Step 2a3 (Scenario A – if the game has already been given an M18 rating): Please check the box to make your declaration and then click on 'submit'.

Video Game Submission		Singapore Government Integrity - Service - Excellence FAQ Feedback Hs/p Contact Us Home SingPass Logout
Title	Title Details	
MATURE GAMES	Romanized Title Also Known As Publisher/Developer Year of Release Rating Region Code Platform	MATURE GAMES MGS 2008 M18 ASIA PC,Xbox 360
I declare that all the information given in this application fo information.	rm is true and correct and I am awa	rre that legal action may be taken against me if I had knowingly provided false
I agree that in any legal proceedings, I shall not dispute the aut produced from MDA Online.	henticity or accuracy of any statemet	nts, confirmations, records, acknowledgments, information recorded in or
	Rate this e-serv	ice

Step 2a4 (Scenario A – if the game has already been given an M18 rating): Print out this page for your records and for submission of the game to MDA. Your declaration has been successful. You are required to submit a copy of the game to MDA for certification.

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Online!			FAQ Feedback Help	Contact Us Home SingPass Logout
Video Game S	ubmission			
Receipt Details				
In-Receipt No.	GA/0804/1000158L 2007	Title Publisher Developer	MATURE GAMES	
Video recording of g Any other materials Please bring the follo online declaration: Original NRIC A printout copy of 'S TradeNet Permit (if	game play (optional) which will help MDA to assess the wing items for verification when si submission Successful' page any)	e video game, e.g. synopsis/des ubmitting the physical video gar	ecription of video game (optional) ne(s) at the MDA counter within the next w	vorking day after this
	Print	t Continue Anoth	er Submission	
		Rate this e-service)	

Step 2b1 (Scenario B – the game has already been given an Age Advisory Rating):

Check on the radio button and click on 'The title selected above is same as mine. Click to proceed.'

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Page 3 of 12			
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The Search	lane have		
Title Romanised Title (eg	zero hero		
Game title in English			
цинаюсы		Search F	teset
VideoGame List - Tota	al Number of Records: 1		
Select Index No.	Title	Title Details	
O IDX/0804/000028	ZERO HERO	Romanised Title	ZERO HERO
		Also Known As	7ERO NO
		Publisher/Developer	2ER0 INC. 2008
		Region	2000
		Platform	Sony Playstation 3,Xbox 360
		Rating	Age Advisory
		Consumer Advice	
	This i	The title selected above is same as s a NEW title and is not listed above.	mine. Click to proceed. Click to declare the NEW title.
		Rate this e-serv	ice

Step 2b2 (Scenario B – the game has already been given an Age Advisory Rating):

For a game which has been given the Age Advisory rating, you will see the message below. Please follow the instructions to affix the necessary labels. You may download a sample of the label to self-print by **clicking here**.



Step 2c1 (Scenario C – the game has not been given any rating, i.e. General):

Check on the radio button and click on 'The title selected above is same as mine. Click to proceed.'

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Page 3 of 12			
To check if your titl Fields marked with [*] are r Title Search Title Romanised Title (or	e has been submitted previo nandatory	usly, please specify the s	search criteria below.
Game title in English	EGG FOR EVERYONE		
VideoGame List - Tot	al Number of Records: 1	Title Detaile	
	EGG FOR EVERYONE	Romanised Title	EGG FOR EVERYONE
0 10x0804/000022		Also Known As Publisher/Developer Year of Release Region Platform Rating Consumer Advice	EGGNOT 2008 PC General

Step 2c2 (Scenario C – the game has not been given any rating, i.e. General) :

For a game which has not been given any rating, after you have checked on the **radio button** and clicked on **'The title selected above is same as mine. Click to proceed.'**, you will see the message:

