ASC Online Application Process

(Updated Version)
November 5, 2018



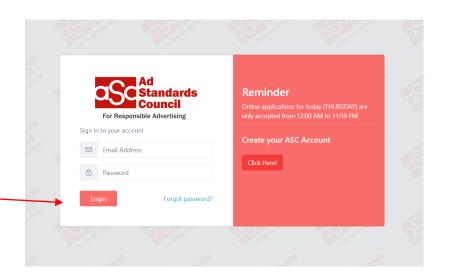
Creating an Account

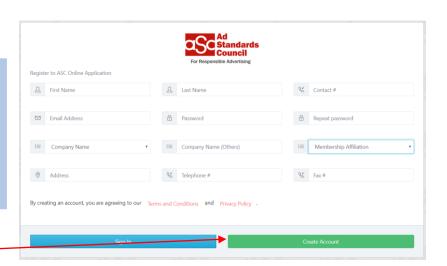
ACCOUNT REGISTRATION (For first time users)

- Open browser (preferably Google Chrome)
- Type <u>www.online1.asc.com.ph</u> on address bar or go to <u>www.asc.com.ph</u> click on Online application
- Click "Click Here!" Under ASC Account
- 4. Fill out necessary data. If company does not exist, choose "Others" then input following data:
 - Company name
 - Address
 - Phone number
 - Fax number
 - Membership affiliation(please next page for full details)
- Advertiser/client PANA/NON-PANA
- Broadcast media KBP / NON-KBP
- Digital agency IMMAP / NON-IMMAP
- Print media UPMG / NON-UPMG
- Advertising agency 4As-NON-4As
- Media agency MSAP/NON-MSAP

- Cinema advertiser CAAP/NON-CAAP
- Research agency MORES/NON-MORES
- Blocktimer IBA/NON-IBA
- OOH media OAAP/NON-OAAP
- OOH media OMAG/NON-OMAG
- Advertising suppliers (prod house)
 ASAP/NON-ASAP









Applicant Classification / Membership affiliation:

Advertiser/Client – Philippine Association of National Advertisers (PANA) MemberNot member of any association	Cinema advertiser – Cinema Advertisers Association of the Philippines (CAAP) MemberNot member of any association	
Advertising Agency – Association of Accredited Advertising Association of the Philippines (4As) MemberNot member of any association	Research agency – Market Opinion and Research Society (MORES) MemberNot member of any association	
Broadcast Media – Kapisanan ng mga Brodkaster ng Pilipinas (KBP) MemberNot member of any association	Block timer – Independent Block timers Association (IBA)MemberNot member of any association	
Digital Agency – Internet and Mobile Marketing Association of the Philippines (IMMAP) MemberNot member of any association	OOH media – Outdoor Advertising Association of the Philippines (OAAP) / Outdoor Media Advocacy Group (OMAG)MemberNot member of any association	
Print media – United Print Media Group (UPMG) MemberNot member of any association	Suppliers – Advertising Suppliers Association of the Philippines (ASAP)MemberNot member of any association	
Media Agency – Media Specialists Association of the Philippines (MSAP)Member Not member of any association		



Verify your account through your registered email to access the ASC Online System

Registration Complete!

Below are the details you have entered:

Full Name: JUAN DELA CRUZ Contact Number: 1234567890 Email Address: client3@asc.com.ph

Password: @1234567

Company Name: AB HEINEKEN PHILIPPINES INC.

Company Address: 10 Floor Allied Bank Building 6754 Ayala Eve, Makati City, Philippines

Company Telephone Number: 816 3255

Company Fax Number: N/A

Click here to verifyyour registered email address. After verification, you will be redirected to the login page.

For questions, clarifications or complaints you can send an email to test.app@asc.com.ph or call us at 893.8103, 750.0047, 823.6757.

Thank you very much.

The ASC Online Secretariat

A confirmation email will be received once you successfully verify your account

Your ASC Online user account has been verified!

To login please go to this URL: http://www.asc.com.ph/asc_core/

Thank you very much for your interest in using this online facility.

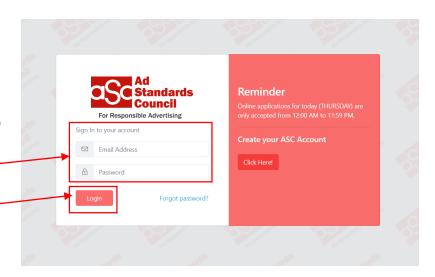
The ASC Online Secretariat



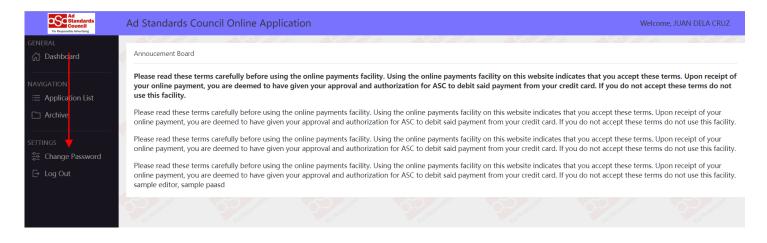
Applying Online (S1: Material for Production)

MATERIAL APPLICATION

- Open browser (preferably Google Chrome)
- Type <u>www.online1.asc.com.ph</u> on address bar or go to <u>www.asc.com.ph</u> and click on Online application.
- Sign in to your account. Enter email address(user name) and password then click "Login"



Click "Application List"



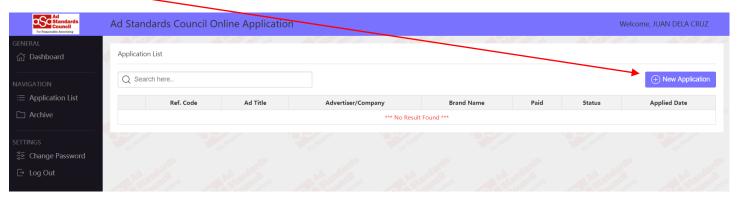


REMINDERS: MATERIAL APPLICATION SCHEDULE

- 1. Online application accepted 24 hours daily (Monday to Sundays).
- 2. Processing of application:
 - a. Paid applications received from 8AM 11AM Mondays to Fridays, will be processed and results will be released 3PM – 5PM of the same day;
 - b. Paid applications received from 11:01AM 5PM Mondays Thursdays will be processed and results will be released 3PM – 5PM of the following day.
 - c. Paid applications **received from 11:01AM 5PM Fridays** will be processed and results will be **released 3PM 5AM of the following Monday.**
 - d. Paid applications **received during the weekend** will be processed on Monday and results will be **released 3PM 5PM of the same day**.



Click "New Application"



Ad Standards Council Online Application

6. Click "Application List"

Fill out necessary data for material to be screened Type "N/A" if mandatory field(s) is /are not applicable for the application
 Red Box: Required field or you need to fill in. [Green Box: Field that has been a value. | Orange Box: Field that will auto fill.
 Main document has 10MB file maximum to be upload • If your company name or the desired brand / product is not on the list, please send an email to test.app@asc.com.ph or call us at 893.8103, 758.8047, 823.6757 Click "Choose File" to upload main document (e.g. Storyboard, Script, Layout) file Brand Name Ref. Code For Previously Approved Material Choose mode of payment (see page 11) Type of Medium Note: Cost of materials applied will appear on "Cost Textbox" Choose File No file chosen END USERS AGREEMENT Read end user agreement, then tick check box and Decision of the ASC Screening and Hearing Panel are based on the Code of Ethics for Advertising and the Manual of Procedures for screening and filing of complaints and Appeals. Presentor/s are presumed to have read and understood the rules of the ASC. then click "Submit". System will redirect you to the The Presentor warrants that he/she is a duly authorized representative of the Advertiser and that he/she voluntarily submits to the authority of and abides by the rules and procedures of the ASC, inclusive of sanctions that may be imposed as provided therein. These sanctions or actions in the many be imposed as provided therein. These sanctions or actions in the many be imposed as provided therein. These sanctions or actions in the many be imposed as provided therein. These sanctions or actions in the many include, but a few sanctions or actions and/or of before some or a disapproval of the Score serior plant and the Cease support document page.



Reminders:

Please be reminded that the requirements for the submission of main documents are as follows:

Television, Cinema Ads, Digital/Internet Videos, LED Billboard, GIF (Moving Ad) Storyboard

- Storyboards must contain only **6 frames per page**. Visuals in the storyboard must be in full color. All elements must be clear and readable.
- Storyboards must have detailed video description in all frames including supers and qualifiers, if any
- Detailed audio in all frames, including music, SFX and incidental sounds, if any
- Copy text shall be a minimum of 12 point Arial font size.
- Document size must be 8.5in. x 11in. or A4 size only.

Radio Ads

Radio Script

- Radio script must be properly labeled, i.e. Live DJ Spiel, Jingle, etc.
- For Live AOBs and Live DJ Spiels, please provide sample script.
- As per ASC Circular No 2018 005 Standard Radio Commercial Lengths, All S1 Radio applications MUST follow the KBP standard radio commercial lengths, i.e. 15s, 30s, 45s, 60s.
- Copy text shall be a minimum of 12 point Arial font size.
- Document size must be 8.5in. x 11in. or A4 size only.

Print, Collaterals, Billboards, Static Internet, Digital and Mobile Ads Layouts

- Compre or layout of the materials must be in full color. All elements must be clear and readable.
- The compre or layout must clearly specify the size of the material.
- Document size must be 8.5in. x 11in. or A4 size only.

Noncompliance with the above-mentioned guidelines will result to pending or disapproval of application.

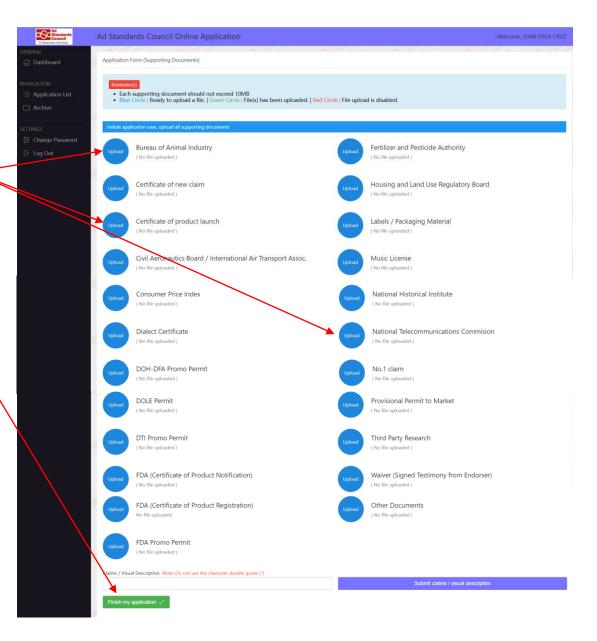


To upload support Documents, click the appropriate upload buttons to upload your support document/s

To submit application click "Finish my Application" button You will be directed to the payment page

Note:

- Each support document has a maximum size of 10mb per document.
- If upload button has a blue circle it means that a file can be uploaded. Green circle means that a file has been uploaded.
- Only one (1) PDF file in is allowed per support document item.
- If your support document has 2 or more pages OR you have 2 or more files as support documents, please make sure that files are merged into one before converting to one (1) PDF file only and uploading.
- If user needs to convert a document to PDF format please go to www.smallpdf.com. User may also reduce the file size on the given link.





Payment



PAYMENT OPTION #1

Through Credit Card/ Bancnet Debit Card (Real-time processing)

a. Click "Visa / Mastercard "Icon ————

PESOPAY PAYMENT SERVICE

A Secure Authenticated Merchant :

You are now connected to a secure payment site operated by Pesopay.com. Your payment details will be securely transmitted to the Bank, Card and Payment Companies for transaction process by using up to 256-bit SSL encryption.

Ad Standard Council - test

Select your payment method by clicking on the logo below:



VISA

PesoPay Payment Service pesopau

Copyright © 2014 AsiaPay Limited. All rights reserved.

b. Enter card information

c. Click Submit

Note: Some banks require additional information before processing the payment for security purposes

Transaction Information

Merchant Name: Ad Standard Council - test

Merchant Reference No.: ASC07032017232100S001P070417SW

Transaction Amount: PHP 1,600.00
Transaction IP Address: 112.209.165.53

Please fill in the card information:

Card Number: 4918914107195005

Expiry Date (mm/yyyy): 07 ▼ 2019 ▼

Name as shown on card: Juan Dela Cruz

Card Verification Number: •••

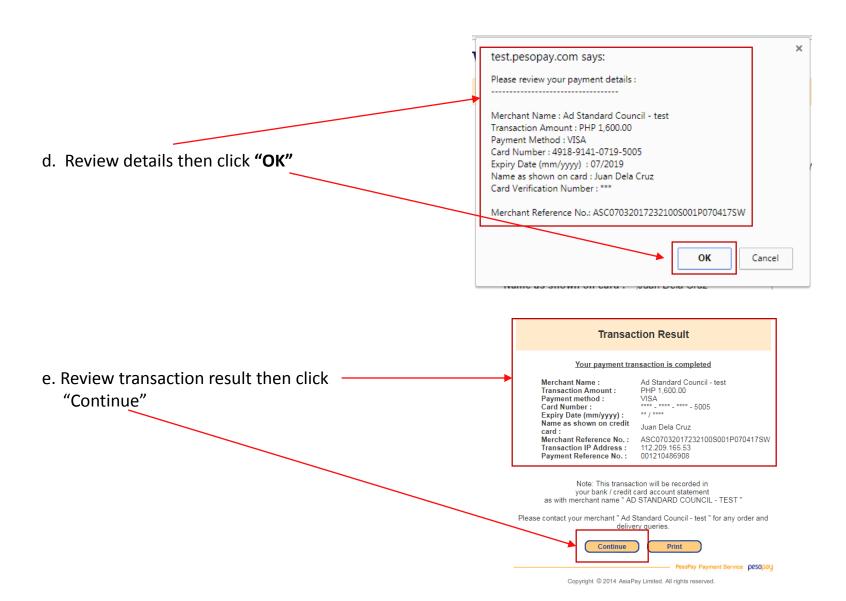


Note: As certain card-issuing banks might not yet be ready for Internet transaction, please contact your card-issuing bank for any problems in using your card for transactions via Pesopay.

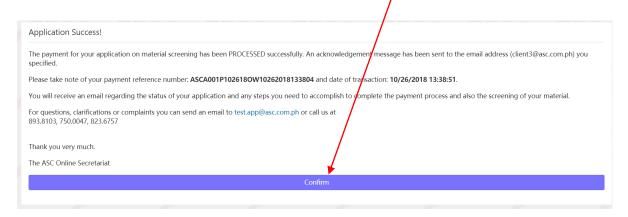
PesoPay Payment Service pesopaų-

Copyright @ 2014 AsiaPay Limited. All rights reserved.





Confirmation page will appear after the Payment has been made then click "Confirm"



User will receive an email confirming the payment of the application

The payment for your application on material screening has been processed successfully.

Please take note:

Application Reference Code:A001P1026180W
Merchant Reference Number: ASCA001P1026180W10262018133804
Date of Transaction: October 26, 2018

You will receive an email regarding the status of your application and any steps you need to accomplish to complete the screening of your material.

For questions, clarifications or complaints you can send an email to test.app@asc.com.ph or call us at 893.8103, 750.0047, 823.6757

Thank you very much.

The ASC Online Secretariat



PAYMENT OPTION # 2

Through Over-the-Counter Payment (BDO/RCBC) (Same day processing provided deposit slip is immediately emailed to online.app@asc.com.ph. BD() Put reference code as subject in email) PayCash Via BDO Merchant: Over the counter (Testing) Amount: Php 35,900.00 Merchant Reference No.: Fill out necessary information a. Name: Email: Click 'Submit' Submit Cancel By clicking "Sulvint", Lagree that I have read and accepted the Terms and Conditions of the Note: Payment Instructions will be sent to the email address that you have provided in the field above. In case you do not receive the email, please check Bulk/Spam mail folder. **Terms and Conditions** PesoPay Payment Service Pesopau Copyright @ 2012 AsisPay Limited. All rights reserved.





c. Take note or print the Account Name, Account Number, Payment Reference Number and the Payment Amount.

Account Name:
Account No.:
Account No.:
Payment Reference No.:
Amount:
Physics
Payment Reference No.:
Account No.:
Physics
Physics
Physics
Physics
Pending
Expiration Date:

AsiaPay Payment Technology
Corp.

9008009237
P12675-87567-34642-05231
PHP 35,900.00
Pending
Expiration Date:

05/30/2013

These information will also be sent to the customer's email address

- Follow payment instruction
- Click "Continue"

PayCash Via BDO

Thank you for choosing PayCash to pay for your goods/services. Please print this slip and pay by cash over-the-counter at BDO.

Merchant Name: PayCash (Testing)

 Merchant Reference No. :
 Test

 Payment Method :
 PayCash BDO

 Date :
 05/25/2013

Name: John Smith
Email Address: john.smith@test.com

PAYMENT DETAILS

Account Name: AsiaPay Payment Technology

Corp.

Account No.: 3008009237

Payment Reference No.: 012675-87567-34642-05231
Amount: PHP 35,900.00

Status: Pending Expiration Date: 05/30/2013

Payment Instruction

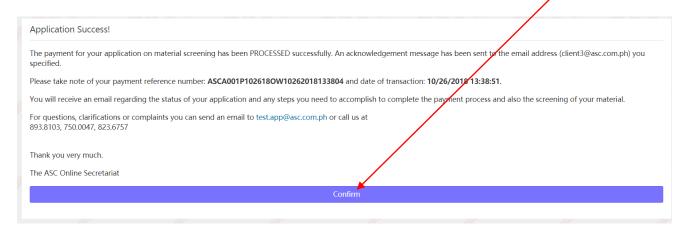
- 1. Go to the nearest BDD branch.
- 2. Get BDO Deposit Slip.
- 3. Under Account Name, write down "AsiaPay Payment Technology Corp."
- Under Account Number, write down the "Bank Account No." stated in your Payment details
- 5. Write down the exact amount stated in your payment details.
- Write down the "Payment Reference No." anywhere under Cash Deposit Breakdown.
- As soon as your payment has been verified by AsiaPay, the status of your payment transaction will change to "Completed", and we will send electronic notification to your Merchant to process your order.
- To check the status of your cash payment, you may visit www.paymenttrackerurl.com. Simply input your payment reference number and click "Track".



Please contact your merchant "Merchant_Name" for order and delivery query. For payment concerns, please refer to our FAQ page.



d. After completion of the process a confirmation page will appear then click "Confirm"



- e. Please proceed to the bank and deposit the payment (take note of the payment details for the deposit slip)
- f. Email deposit slip **immediately** to online.app@asc.com.ph to be able to continue with the process of your application. Put reference code as subject of your email.





- g. User will receive an email confirming the payment of the application
- h. ASC will process your application and email the decision

The payment for your application on material screening has been processed successfully.

Please take note:

Application Reference Code:A001P102618OW

Merchant Reference Number: ASCA001P102618OW10262018133804

Date of Transaction: October 26, 2018

You will receive an email regarding the status of your application and any steps you need to accomplish to complete the screening of your material.

For questions, clarifications or complaints you can send an email to test.app@asc.com.ph or call us at 893.8103, 750.0047, 823.6757

Thank you very much.

The ASC Online Secretariat



PAYMENT OPTION #3

Through E-Wallet (Globe G-Cash/Smart Money)

(Real time processing depending on the load of your E-wallet)

Click Globe G-Cash/Smart Money Logo

Click "Submit"

Enter G-Cash/Smart Money Mobile Number

PESOPAY PAYMENT SERVICE

A Secure Authenticated Merchant

You are now connected to a secure payment site operated by Pesopay.com . Your payment details will be securely transmitted to the Bank, Card and Payment Companies for transaction authorisation using up to 256-bit SSL encryption.

Ad Standards Council, Inc.

Select your payment method by clicking on the logo below:

Pay By Others
GCASH

PesoPay Payment Service pesopau

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Please fill in the mobile number:

Merchant: Ad Standards Council, Inc.

 MasterCard SecureCode
 PHP 800.00

 Mobile Number :
 09171234567

Merchant Reference No.: ASC11172017102352F002P111717MW

Fransaction IP: 124.107.32.41

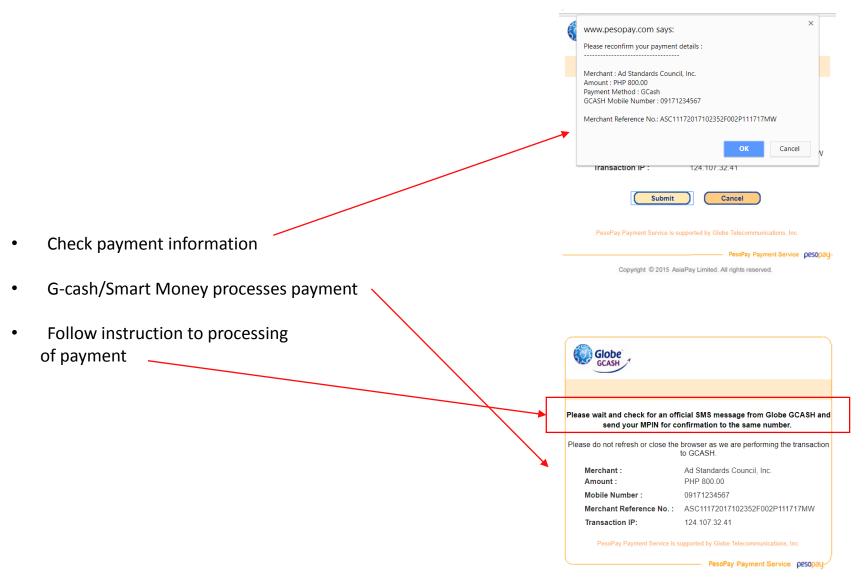
Submit

Cancel

esoPay Payment Service is supported by Globe Telecommunications. Inc

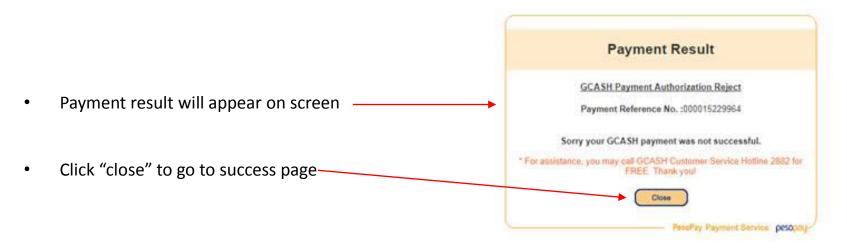
PesoPay Payment Service pesopay-

Copyright © 2015 AsiaPay Limited. All rights reserved.



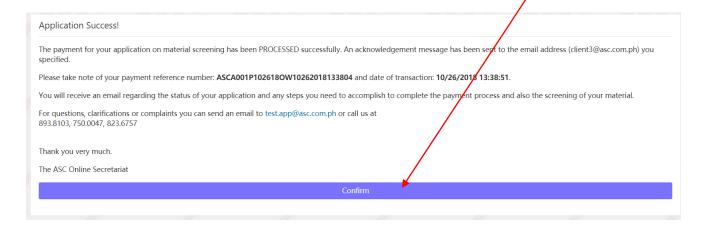
Copyright @ 2015 AsiaPay Limited. All rights reserved.





Copyright © 2015 AsiaPay Limited. All rights reserved.

After completion of the process a confirmation page will appear then click "Confirm"





User will receive an email confirming the payment of the application

ASC will process your application and email the decision

The payment for your application on material screening has been processed successfully.

Please take note:

Application Reference Code:A001P102618OW

Merchant Reference Number: ASCA001P102618OW10262018133804

Date of Transaction: October 26, 2018

You will receive an email regarding the status of your application and any steps you need to accomplish to complete the screening of your material.

For questions, clarifications or complaints you can send an email to test.app@asc.com.ph or call us at 893.8103, 750.0047, 823.6757

Thank you very much.

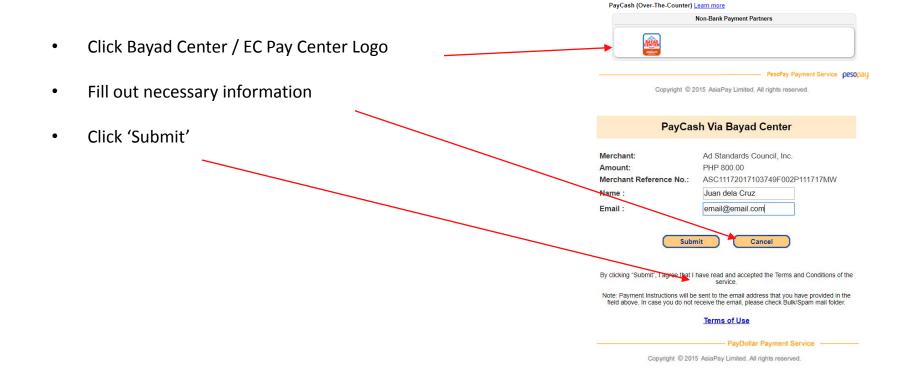
The ASC Online Secretariat



PAYMENT OPTION #4

Through Non-Bank Payment Center

(Same day processing provided deposit slip is immediately emailed to online.app@asc.com.ph. Put reference code as subject in email)





You are now connected to

You are now connected to a secure payment site operated by

Select your payment method by clicking on the logo below:

Pesopay.com . Your payment details will be securely transmitted to the Bank, Card and Payment Companies for transaction authorisation using

A Secure Authenticated Merchant

Ad Standards Council, Inc.

up to 256-bit SSL encryption.

Powered by pesopay:.com

Take note or print the **Biller Name, Payment Reference Number and the Payment Amount**.

These information will also be sent to the customer's email address

PAYMENT DETAILS-

Biller Name: PesoPay

Payment Reference No.: 01200-00150-15293-11179

Amount: PHP 800.00
Status: Pending
Expiration Date: 18/11/2017

Follow payment instruction _

Click "Continue"

PayCash Via Bayad Center

Thank you for choosing PayCash to pay for your goods/services. Please print this slip and pay by cash over-the-counter at Bayad Center.

Merchant: Ad Standards Council, Inc.

Merchant Reference No.: ASC11172017103749F002P111717MW

Payment Method: PayCash via Bayad Center

 Date :
 17/11/2017

 Name :
 Juan dela Cruz

 Email Address :
 email@email.com

PAYMENT DETAILS

Biller Name: PesoPay

Payment Reference No.: 01200-00150-15293-11179

 Amount:
 PHP 800.00

 Status:
 Pending

 Expiration Date:
 18/11/2017

Payment Instruction

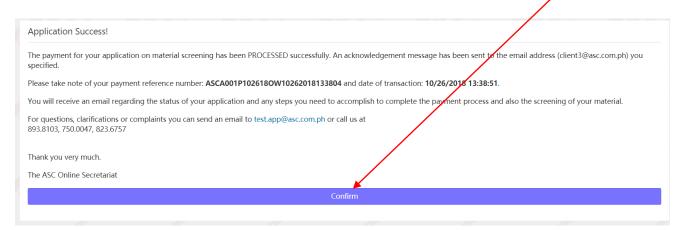
- 1. Go to the nearest Bayad Center branch.
- 2. Get the Bayad Center Payment Form.
- 3. Under Biller Name, write down "PesoPay"
- Under Account Number, write down the "Payment Reference No." stated in your payment details.
- 5. Under Account Name, write down your Full Name.
- Under Amount, write down the exact amount stated in your payment details.
- 7. As soon as your payment has been verified by PesoPay, the status of your payment transaction will change to "Completed" and we will send an electronic notification to your Merchant to process your order.



Print



d. After completion of the process a confirmation page will appear then click "Confirm"



- e. Please proceed to any bayad center and pay the fee (take note of the payment details on the payment slip)
- f. Email payment slip **immediately** to online.app@asc.com.ph to be able to continue with the process of your application. Put reference code as subject of your email.

PAYMENT DETAILS

Biller Name: PesoPay

Payment Reference No.: 01200-00150-15293-11179

Amount: PHP 800.00
Status: Pending
Expiration Date: 18/11/2017



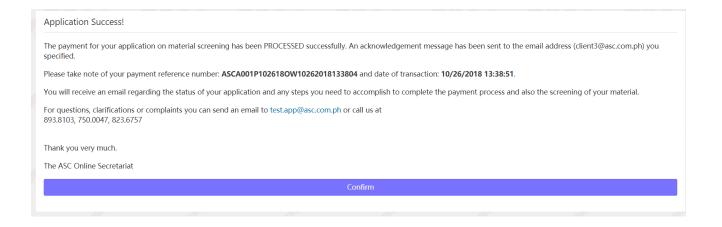
PAYMENT OPTION # 5

ASC Voucher (Special arrangement).

Same day processing provided authorization letter (signed by authorized representative) is immediately emailed to online.app@asc.com.ph and received between 8AM – 11AM, . (See slide for application and release schedules)

Put reference code as subject in email.

After completion of the process a confirmation page will appear then click "Confirm"

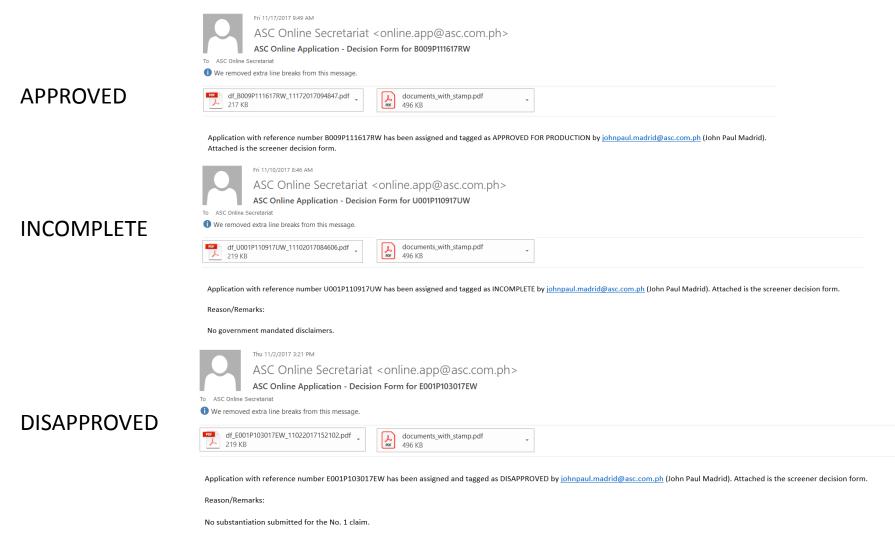




Continuation of Applying Online (S1) after Payment



ASC will process your application and email the decision (see email samples below with decision form)





ASC ONLINE SCREEENER'S DECISION FORM 11/09/2017 U001P110917UW REFERENCE CODE SCREENER'S CLEARANCE FOR PRODUCTION DECISION FORM CLIENT'S INFORMATION ADVERTISER BRAND PRODUCT CATEGORY PRESENTOR'S INFORMATION MOBILE NO. COMPANY ADDRESS MEMBER INFORMATION ON MATERIAL TO BE SCREENED AD TITLE DECISION: INCOMPLETE MAIN DOCUMENT/S: TYPE OF MEDIUM: REF. CODE FOR PREVIOUSLY APPROVED MATERIAL: U001P102717UW SUPPORT DOCUMENT/S: COMMENTS: 1. Submitted pre-approved material IUIO IP 102717/UNI) for reference.
2. Please Include the government mandatory prizes of braining 8. Other Pinancial Genices: "Regulated by the Bangko Gentral ng Plipinas", to comply with 88P Regulations on Financial Consumer Protection Section II.a. 2 as per 2_regar include the gelevisinent managers primare for denting a Limb Financial services. Required by the danger denting for primary for comply with our requisions on manager control in a 2_1_1.

3_ Upon compliance, please submit those coopies of revised special control of the Compliance, please submit those coopies of revised special control of the Compliance, please submit those coopies of revised special control of the Compliance, please submit those coopies of revised special control of the Compliance, please submit those coopies of revised special control of the Compliance, please submit those coopies of revised special control of the Compliance, please submit those coopies of revised special control of the Compliance, please submit those coopies of revised special control of the Compliance, please submit those coopies of revised special control of the Compliance, please submit those coopies of the Compliance please submit the Compli Decisions of the AGC Gorening and Hearing Panel are based on the Code of Ethics for Advertising and the AGC Manual of Procedures for screening and fling of complaints and Appeals. Presentoris are presumed to have read and understood the rules of the AGC. The Presentor warrants that healthe is aduly authorized representable of the Advertiser and that healthe valuritaryly submits to the authority of and abides by the rules and procedures of the AGC, included of amounts of the Transport of the Code of the AGC, the Presentor warrants that not be representable to the AGC destinated and ordered as provided thereon. These sanctions or action may be rules but are not limited to destinate said ordered of the Good and present of the Code of the AGC destinated ordered and present ordere 11/10/2017

Sample Decision Form



ASC will also email your approved/disapproved/incomplete (watermarked) Layout / storyboard /script

Ad Standards Council Page 1



Audio: Original soundtrack plays...

Vocals/Lyrics: Smashers! The Series 2 Smashers

Video/Creatives: A ball being smashed then animated logo appears.



Audio: soundtrack continues... Vocals/Lyrics: Smash open

Video/Creatives: Shot of the eyeballs being served in a tray.

SMASHERS SEASON 2 30 Second TVC



Audio: soundtrack continues...

Vocals/Lyrics: are being served.

Video/Creatives: Shot of a lady trying to serve the smasher eyeballs to the 2 kids.



Audio: soundtrack continues... Vocals/Lyrics: the new eye balls

Video/Creatives: close up shot of the smashers eyeballsperetal Mth/he spoon

Ban Kee Trading Inc.



Audio: soundtrack continues...

Vocals/Lyrics: Come and get it!

Video/Creatives: Close up shot of the lady with her spoon with Smasher eyeballs



Audio: soundtrack continues...

Vocals Lypics: to find the grossest

Video/Creatives: Shot of a 1 kid while he flicks the

eyebal with his spoon.

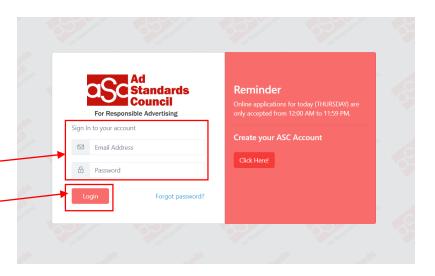
15C Not. Code: A003P102718AW



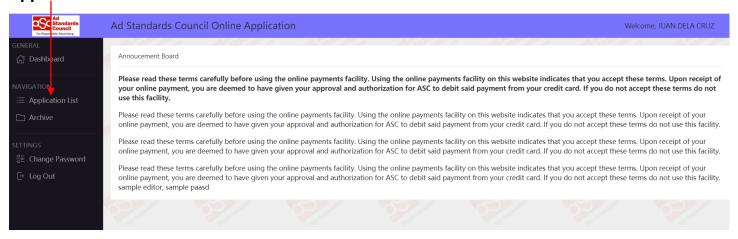
Applying Online (S2: Final Material for Clearance to Air/Print/Post)

MATERIAL APPLICATION

- Open browser (preferably Google Chrome)
- 2. Type www.online1.asc.com.ph on address bar or go to www.asc.com.ph click on Online application.
- Sign in to your account. Enter email address(user name) and password then click "Login"



4. Click "Application List"



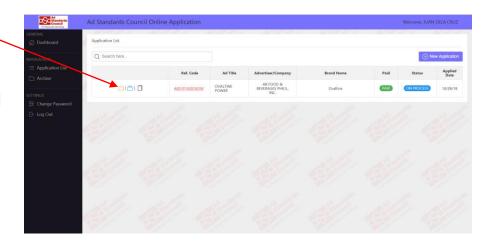


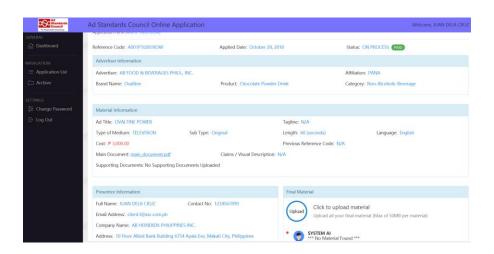
- When submitting final material click ¹/₂ 2nd ic
- 2. Click "Upload" button to upload your final material
- 3. Click "Upload" button to upload final material documents

In uploading a file, format must be as follows:

- 1. Video file mp4 (50mb max)
- 2. Audio file mp3 (50mb max)
- 3. Layout jpg (50mb max)
- 4. Other Final Material Documents .pdf (50mb max) You may upload the approved layout/storyboard/script in the "Document" portion (20mb)

ASC will review the submitted final material and will issue the clearance <u>ONLY</u> if the material submitted is faithful to the approved S1 material.







		ASC ONLINE CLEARANCE FO
Scandards Council For Responsible Advertising	6th Floor LTA Building 118 Perea St., Legaspi Village, Makati City 1229 833-8103, 750-0047; 817-7287 (Fax) Inquiry@asc.com.ph;http://www.asc.com.ph	07/28/2017 Date Released
Sestandards Ses	CLEARANCE FOR AIRING (Agency/Client Copy)	REFERENCE CODE
BRAND	AD TITLE	
PRODUCT STANDARDS COUNCIL	TYPE OF MEDIUM/LENGTH	
AGENCY	DIALECT	
ADVERTISER	VALID UNTIL	
Airing of this material beyond expiration da	ons of the ASC's Code of Ethics for Advertsing a te will be considered as "AIRING WITHOUT PR LEARANCE" subject to the provisions stated in I	OPER ASC CLEARANCE".
BASCO, BERNS	CE	
AUTHORIZED REPRESENTATIVE/DAT (Signature over Printed Name)	E CHARMAINE CAM PROFESSIONAL SC	

Sample Clearance

