

**Submission Procedure and Terms & Conditions of VISUAL.STATS@MOM
Videographics and Infographics Competition**

Submission Procedure:

- 1 To enter the competition, each participant or participating team would deliver a DVD containing the original working file of the Infographic/videographic to:

VISUAL.STATS@MOM Competition Committee
Manpower Research and Statistics Department
Ministry of Manpower
18 Havelock Road #05-01
Singapore 059764

- 2 Submissions for Infographic may be in .pdf, .jpg or .gif, file formats. All submissions must be copied into a DVD along with the original working files (.air, .in, .esp, .PSD, etc).
- 3 Submissions for videographic may be in .mpeg, .mpg, .wmv, or .mov, file formats. All submissions are to be copied into a DVD along with the original working files (Adobe Premier Pro, Adobe Aftereffects, Maya, etc). Adobe after effects and Premier Pro files should be compatible with CS 6 or CS 5.5.
- 4 The submission ought to reach the above address **no later than 5pm on 30 April 2014**. Late submission will not be accepted by the committee.

General Terms and Conditions

- 5 By submitting an entry, the user is accepting the terms & conditions lay out in this section of the document.
- 6 In submitting an entry for 'VISUAL.STATS@MOM' Infographic/videographic competition, you undertake and agree to be bound as follows:
 - a) No Entry shall be valid if it does not, in the sole judgment of Ministry of Manpower/Manpower Research and Statistics Department (MOM/MRSD) and/or the panel of the selection committee/ judges of "VISUAL.STATS@MOM" competition, meet the relevant eligibility criteria, is not submitted in accordance with the Entry Rules stated in this terms and conditions or is not received within the opening and closing dates for entries stated by the MOM/MRSD.
 - b) All information provided in any Entry submitted is true, accurate and complete and no material facts have been willfully suppressed. You agree that any misrepresentation or omission of information will be grounds for disqualifying the Entry or withdrawing any award and other benefit granted on the basis of this Entry.
 - c) You shall inform MOM/MRSD promptly in writing of any changes to the information provided in any Entry and any changes to circumstances that may affect any Entry.

Eligibility:

7. This competition is open to all students in Singapore including those from tertiary institutions.
8. MOM/MRSD and its staffs, affiliates and/or representatives are not responsible for any loss of entries due to any problems caused by postal or dispatch services for entries received after the deadline as a consequence of service delays, interruptions, failures or overloads, or for lost, stolen, misdirected, misplaced or postage-due entries. Entries will be void if the contents are found to be unreadable, inaccurate, and incomplete, damaged, mutilated, and tampered with, falsified, mechanically reproduced, irregular in any way.
9. Where the user is required to submit any content, by sending a submission, each participant agrees to the following eligibility requirements:
 - a) No submission shall directly or indirectly appear to or actually promote or advertise any person, entity, product or service other than the participant, the School or any of the School's affiliates;
 - b) No participant shall make any trademark use or any other unauthorized use of any third party's name, logo, trademark or service mark in any submission or infringe the intellectual property rights, privacy rights, publicity rights, or any other legal or moral rights of any third party in any submission;
 - c) The participant has received permission from any person whose likeness appears in the submission or from such person's parent or legal guardian if such person is under 18.
 - d) No submission shall contain any unlawful, defamatory, libellous, slanderous, obscene, sexually explicit, pornographic, violent, cruel, threatening, abusive, harassing, bullying, stalking, hateful, vulgar, racially or ethnically-motivated, invasive of another's privacy, of poor quality, or otherwise objectionable, unfit for publication, posting, or otherwise dissemination for public viewing element, all of the above as determined by the School in its sole discretion;
 - e) No submission shall make any visual or audio references implicitly or explicitly to alcoholic beverages, tobacco, drug paraphernalia, firearms, or any depiction or representation thereof, or be perceived as giving or threatening to give rise to criminal or civil liability, encouraging conduct that might constitute a criminal offense, or encouraging or providing instructional information about illegal activities; and
 - f) All rights in the submission (excluding references to the sponsors of this contest, if any, the tertiary institute or any of its affiliates) shall be fully owned or otherwise controlled by the Ministry of Manpower, Singapore.

Rights to Infographics and Videographics Submissions:

10. You consent to the disclosure by MOM/MRSD of the contents of any entry and any other materials and information submitted therewith to such third parties as MOM/MRSD shall deem appropriate in the exercise of its sole discretion, including without limitation MOM/MRSD "VISUAL.STATS@MOM" infographic/videographic competition judges, members of the press and media.
11. You warrant that all entries and any other materials submitted therewith are original works of authorship, the use or possession of which by MOM/MRSD shall not infringe any copyrights, title or interest of any party (including without limitation trade mark, patent, copyright, moral rights, trade secrets or other proprietary rights).
12. All documents and materials submitted by or for you in respect of an entry for MOM/MRSD design competition shall become the property of MOM/MRSD and shall not be returnable under any circumstances.

13. You hereby grant:

- a) the Government of the Republic of Singapore as a whole including all current and future Ministries, government and Organs of State;
- b) all current and future Statutory Boards and not-for-profit organizations; and
- c) any suppliers, contractors or agents of (a) and (b) carrying services or works for the benefit of (a) or (b).

a cost-free, worldwide, perpetual, irrevocable, sub-licensable, transferable, non-exclusive license to use, in whole or in part, all the intellectual property rights (such as copyright and related rights, trade mark and design rights) in the Infographics/ Videographics which you have submitted for the competition (herein defined to include, but not limited to, any original picture(s), original music score, synopsis, screenplay, script, video rushes i.e. raw footages, and any other component of the VISUAL.STATS@MOM) (**“the Competition Infographics/Videographics”**) for the full duration of these intellectual property rights. For the avoidance of doubt, this license includes, but is not limited to, the rights:

- i) To use, reproduce, alter, amend, adapt and/or modify the Competition Infographics/Videographics (in whole or in part) as the Licensees deem fit, and for the Licensees to allow third parties to use, reproduce, alter, amend, adapt and/or modify the Competition Infographics /Videographics (in whole or in part) as the Licensees deem fit (including but not limited to editing the content of the Infographics/ Videographics, the insertion of new content, the editing of certain text/dialogue, the re-arranging of graphic sequences, etc); and
- ii) To use, reproduce, publish, exhibit, cause to be seen in public, communicate and/or distribute the Competition Infographics/Videographics (whether edited or unedited / in whole or in part) in and via any format, media or medium as the Licensees deem suitable, and for the Licensees to permit third parties to view, download, reproduce, publish, exhibit, cause to be seen in public, communicate and/or distribute the Competition Infographics/Videographics.

14. You shall indemnify and not hold MOM/MRSD, its directors, officers, staffs, and professional advisors and all judges responsible for any loss or damage arising out of or in connection with your breach of these terms and conditions of your Entry.

15. You hereby release MOM/MRSD, its directors, officers, staffs, and professional advisors and all judges from any liability whatsoever, to the full extent allowed by law, arising out of or in connection with your Entry and any action, decision, recommendation or advice, or failure to take action, make any decision, recommendation or give advice in connection with MOM/MRSD VISUAL.STATS@MOM infographic/Videographics competition or any of its or their services. In no event shall MOM/MRSD, its directors, officers, staffs or professional advisors or judges or otherwise reimburse you any expenses incurred in submitting an entry to or otherwise participating in MOM/MRSD “VISUAL.STATS@MOM” Infographic/Videographic competition. MOM/MRSD shall not be liable for any delay or failure in receipt of an entry, howsoever arising.

16. MOM/MRSD shall be entitled at any time in its sole discretion and without having to disclose any reason or make any compensation whatsoever, to cancel MOM/MRSD “VISUAL.STATS@MOM” infographic/videographic competition or part thereof or modify any aspect thereof, including without limitation the award categories, selection and judging criteria, the judges, and prizes and other benefits to be provided to award winners.

17. All decisions of MOM/MRSD and the judges of MOM/MRSD "VISUAL.STATS@MOM" infographic/videographic competition shall be final and binding on all participants and no correspondence will be entertained.
18. MOM/MRSD reserves the right to modify the format, terms and conditions, judging criteria, the prize values of the awards of the competition at anytime.
19. Prizes are not exchangeable, transferable or redeemable for other goods and services.
20. The selected works may be showcased during MOM/MRSD functions or at any other publicity events.
21. All submitted works will not be returned.
22. These terms and conditions are governed by the laws of Singapore.