



Association
of Registered
Interior Designers
of Ontario

Terms of Reference Bill PR6 Task Force

Objective:

The **Bill PR6 Task Force** supports ARIDO's **Strategic Plan 2026–2028** by strengthening the **fair, effective, and education-focused enforcement** of ARIDO's title legislation under **Bill PR6**, while protecting the public interest and the integrity of the interior design profession.

Building on the work completed during the **2025/2026 committee cycle**, the Task Force advances a **progressive, inclusive, and legally compliant enforcement framework** that balances:

- Public protection
- Regulatory accountability
- Transparency and proportionality in enforcement
- Education and access to pathways into compliance and membership

The Task Force focuses on continuous improvement, implementation, and member-facing clarity related to the protected title "*Interior Designer.*"

Ambassador Responsibilities and Scope:

The ARIDO Board of Directors has determined the scope for the Bill PR6 Task Force for the current committee cycle as follows. This updated Terms of Reference reflects that **foundational work is complete** and shifts the Task Force mandate toward **implementation, continuity, refinement, and education**, in alignment with ARIDO's current Strategic Plan.

The Task Force will:

Progressive Enforcement Implementation

- Support implementation of a **Board-approved Progressive Enforcement Framework**, including:
 - Procedures
 - Timelines
 - Roles and responsibilities
 - Enforcement templates
- Monitor the effectiveness of education-first and graduated enforcement approaches

Procedures and Guidance

- Develop and refine **operational procedures and Standard Operation Procedures (SOPs)**, including:
 - Title enforcement workflows
 - Internal handling of complaints and reports
 - Guidance related to third-party platform misclassification issues

Communications and Education

- Support development of **clear, consistent, and legally vetted communications**, including:
 - Title enforcement explanations for the public
 - Member education on proper title use
 - Resources outlining pathways to compliance and ARIDO membership
- Collaborate, where appropriate, with non-regulatory committees to support:

- Public education materials aligned with the *Credentials Matter* campaign

Legal and Risk Oversight

- Work with legal counsel, as required, to:
 - Review enforcement materials and procedures
 - Assess regulatory risk and statutory compliance
- Identify emerging risks and recommend mitigation strategies

Monitoring and Advisory Support

- Review enforcement trends, volumes, and outcomes
- Identify areas requiring Board direction or policy refinement
- Provide advisory recommendations to support continuous improvement

General:

- Deliver regular progress and implementation reports to the ARIDO Board of Directors
- Liaise and consult with ARIDO staff and relevant committees, including:
 - Practice Advisory (non-regulatory guidance alignment)
 - Recruitment & Retention (pathways to membership)
- Operate in accordance with ARIDO governance policies, regulatory obligations, and the Charter of Respect

Detailed Volunteer Responsibilities:

Task Force members will:

- Apply prior committee findings to ongoing implementation work
- Provide regulatory, professional, and lived-experience insight
- Review draft procedures, materials, and education resources
- Support consensus-based recommendations to the Board

Detailed Staff Responsibilities:

ARIDO staff will:

- Coordinate Task Force meetings, logistics, and reporting
- Prepare agendas, minutes, and implementation updates
- Support drafting of procedures, SOPs, and Board materials
- Liaise with legal counsel and internal teams as required
- Lead execution of Board-approved actions

Reporting:

This committee will report directly into ARIDO Board of Directors. The committee will have no formal decision-making authority but will bring forward recommendations for the consideration by ARIDO Board.

Chair(s) of the Committee:

- The Task Force will be chaired by a **current voting Director** of the ARIDO Board

The Chair(s) will:

- Set agendas and chair meetings
- Facilitate discussion and consensus
- Assign tasks and oversee deliverables
- Act as the primary liaison to the Board
- Ensure inclusion of the Charter of Respect

Structure:

- The Task Force shall consist of **7–10 volunteers**
- Membership should reflect diverse professional experience and, where possible, include equity-deserving perspectives

The Registrar will assign ARIDO staff to provide administrative and operational support.

Qualifications:

Members may include:

- ARIDO members in good standing
- Non-members with relevant expertise in:
 - Regulation
 - Enforcement
 - Communications
 - Legal, compliance, or equity-informed practice

Term:

- The Task Force is **time-limited** and focused on implementation and continuity
- The term is expected to be **up to one year**, subject to Board determination
- Members and the committee chair may be removed in accordance with ARIDO policy, including for missing **three (3) or more consecutive meetings**

Approval Date: 2026-05-21

Effective Date: 2026-05-21

Next Scheduled Date for Review: March 2027