



Category for which you wish to apply:

- Professional (NCIDQ Registration # _____)
- Provisional
- Associate, Non-Practicing
- Associate, Retired
- Educator

Name	Company
<input style="width: 98%; height: 25px;" type="text"/>	<input style="width: 98%; height: 25px;" type="text"/>
Contact Address	City
<input style="width: 98%; height: 25px;" type="text"/>	<input style="width: 98%; height: 25px;" type="text"/>
Province	Postal Code
<input style="width: 98%; height: 25px;" type="text"/>	<input style="width: 98%; height: 25px;" type="text"/>
Cell/Home Phone No.	Work Phone No.
<input style="width: 98%; height: 25px;" type="text"/>	<input style="width: 98%; height: 25px;" type="text"/>
Email Address	Website Address
<input style="width: 98%; height: 25px;" type="text"/>	<input style="width: 98%; height: 25px;" type="text"/>
Postition Title	Length in Current Position
<input style="width: 98%; height: 25px;" type="text"/>	<input style="width: 98%; height: 25px;" type="text"/>

Provide the names of all other professional organizations to which you belong, the type of membership category, and the date you joined:

Professional Association	Membership Category	Date
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Education

Name of School and Complete Address	Date of Graduation	Degree Received	Total Years & Months Attended
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Professional Experience (Begin with current position. Include self-employment.)

Name and Complete Address of Employing Firm	Position Held	Full or Part-Time	Total Years and Months

Position:

- Employer
- Employee
- Sole Proprietor
- Partner
- Principal

Specialization (Check all that apply.)

- Corporate Office
- Government
- Historic Preservation / Heritage
- Hospitality
- Institutional – Educational
- Institutional – Financial
- Institutional – Healthcare
- Institutional – Religious
- Retail/Sales/Marketing/Showrooms
- Residential – Single Family
- Residential – Multi-Unit
- Residential – Housing For Elderly
- Sustainable Design
- Other – please note below:

Please provide a brief description of your professional activities specifically relating to Interior Design, including a brief statement regarding the type and operation of your practice or business:

Professional References

(Please list three persons, preferably Professional Interior Designers, at least one of who is not employed in the same organization as you.)

Name	Complete Business Address (including city, province & postal code)	Phone No.

I hereby apply for membership in the Professional Interior Designers Institute of Manitoba (PIDIM). I attest to the accuracy of the information given in this application and authorize the Institute to investigate statements made herein. I have read the Institute’s “Concepts of Professional Ethics” and, if accepted as a member, will comply with its provisions. I agree to abide by the Institute’s Bylaws, support its objectives, pay the established dues, and give my best efforts to maintain and enhance the integrity of the Interior Design profession.

I authorize the PIDIM to retain the information provided herein for the duration of my PIDIM membership and thereafter as is reasonably required. I agree that the submitted information may be published by the PIDIM in a print and/or online membership directory and may be used for member correspondence and member benefit programs.

Signature: _____

Date: _____

SUBMIT COMPLETED APPLICATION FORM, WITH PHOTOCOPIES OF DEGREE/DIPLOMA, NCIDQ CERTIFICATE (for Professional application), AND PROOF OF INSURANCE (SEE INSURANCE INFORMATION BELOW) TO:

Professional Interior Designers Institute of Manitoba (PIDIM)
PO Box 23072
Winnipeg, MB R3T 5S3
Attention: Registrar
Email: office@pidim.ca

ONCE APPLICANT IS MOTIONED INTO MEMBERSHIP AT COUNCIL THE PIDIM WILL INVOICE APPLICANT FOR THE APPLICABLE DUES.



CONCEPTS OF PROFESSIONAL ETHICS

Concepts of Professional Ethics suggest behavior beyond that called for in the Rules of Conduct. It is intended as a philosophical recommendation for the professional conduct of PIDIM Members; it does not set enforceable standards.

To be a professional involves the acceptance of responsibility to the public. The Institutes Rules of Conduct as set forth in Section 1 are minimum levels of acceptable conduct and are mandatory and enforceable. It is in our best interests, however, to strive for conduct beyond that merely indicated by prohibitions. Ethical conduct is more than merely abiding by the letter of explicit prohibition. Rather, it requires unswerving commitment to honorable behavior, even at the sacrifice of personal advantage.

The conduct toward which Interior Designers should strive is embodied in three broad concepts:

INTEGRITY, OBJECTIVITY AND COMPETENCE

Interior Designers should maintain integrity and objectivity. They should observe the profession's highest standards and strive to continually improve competence and the quality of services.

RESPONSIBILITIES TO CLIENTS:

Interior Designers should be fair and candid with their clients and serve them to the best of their ability with professional concern for their best interest, consistent with their responsibility to the public.

Before undertaking any project Interior Designers should determine with their Client the scope of the work, the nature and extent of the services to be performed, and their compensation for same, and should provide complete confirmation thereof in writing. In performing their services, they should constantly maintain an understanding with their Client regarding the project, its potential solutions, and its estimated probable costs. Interior Designers should guard the interests of their Client(s) and the rights of those whose contracts they administer.

Members should make the best possible contractual arrangements with contractor, manufacturers, and suppliers, on behalf of their Client(s). The responsibility to those contractors, manufacturers and suppliers is professionally important, as is their responsibility to the Client(s).

RESPONSIBILITIES TO COLLEAGUES:

Designers should conduct themselves in a manner that will promote co-operation and good relations among members of the profession.

Members should contribute to the interchange of technical information and experience between Interior Designers and other allied professions, and respect the interest and contributions of association professionals.

Members may find themselves called upon to comment on other Interior Designers' work, and in a consultative capacity, may reasonably be expected to do so. Personal opinion may play a significant part in any criticism, but Members should be aware of the fine dividing line between objective and subjective criticism. Personal denigration amongst Members is regarded as intolerable, and the Institute will support any Member who is shown to have been so affronted.

OTHER RESPONSIBILITIES:

The above principles are intended as broad guidelines, as distinguished from the Rules of Conduct. Even though they do not provide a basis for disciplinary action, they constitute the philosophical foundation upon which the Rules of Conduct are based. The following is means to expand on the above principles. Members are to be cautioned that the public is generally unaware of the qualifications required for Professional Interior Designers. To a great extent, we enjoy a privileged trust not available to many other professions.

Designers should conduct themselves in a manner that will enhance the stature of the professional and its ability to service the public.

The giving and receiving of gifts are difficult acts on which to give advice and, therefore, the Code makes no specific judgment, other than that set out in this clause. In general terms, the Institute advises its Members to be aware of the motives behind such acts. Where there is the slightest risk that the result of accepting a gift or a benefit could place Members of the Institute in a position of unprofessional obligation to the donor, then that gift should be refused. Members are encouraged to be aware that the appearance of impropriety in this respect has sufficient impact on the public mind.

Members should, at all times, have in mind that their actions reflect the ideals of the Interior Design Profession.

Competition is the hallmark of our profession; however, it can be easily abused. Members should be cautioned to maintain their professionalism when competing against PIDIM members or other designers.

Members should strive to make clear to the client that the primary considerations in the selection of a designer should be ability and competence to provide the services required. Members should not compromise the quality or adequacy of services to be provided in establishing compensation.

As professionals, Members should not undertake any engagement that they cannot reasonably expect to complete with professional competence.

In the performance of professional services, Members should not allow their own financial or other interests to affect the exercise of independent, professional judgment on behalf of their Clients.

If Members become involved in a project that is deemed unsafe or economically unfeasible, or about which the member has serious legal reservations, they should notify the Client.

Members should strive to maintain and improve their professional knowledge through participation in continuing education and other professional development programs.

Members should offer encouragement to qualified persons wishing to study Interior Design, students in design schools and colleges, and should assist, to the best of their abilities, those who are entering the field.

Members should assume the responsibility of participating in the affairs of the Institute.

ERRORS & OMISSIONS LIABILITY INSURANCE

The PIDIM requires that all Provisional and Professional Members carry Errors & Omissions Liability Insurance. Here is the INSURANCE application link: <https://prolinkinsurance.ca/idc2022/apply>

For more information, please contact: **Kathy Pinheiro**
Senior Account Manager, PROLINK
150 King Street W, Suite 2401, PO BOX 16, Toronto, ON. M5H 1J9

Extension: 7719 | Toll Free: 1.800.663.6828 | Fax: 416.595.1649
Email: kathyp@prolink.insure