



occasion may be booked for large special events, (e.g. open days, conferences and other College sponsored or co-sponsored events).

2. All use of Douglas College facilities is the responsibility of the Manager, Facilities Services at each campus. Appeals regarding use of the concourse or a atrium should be forwarded to the Director, Facilities and Ancillary Services.
3. The concourse and atriums are not rentable spaces for external clients. However, external Groups or individuals may be invited by College departments to attend specific events (e.g. open days) held in these spaces. All external users must abide by the College's Human Rights Policy and Facilities Use Regulations -0.009 T(e n)-5.1 (ou)-2.1 (r)-16(e)r