

Room	Description	Naming Convention in MS Outlook Calendar	Permission to use the Room by Sauder Personnel	Permission to Book Online by Sauder Personnel	Contact to Make a Booking
annex015	UBC Sauder Annex Meeting Room	Sauder R-RM Annex: Meeting Room [Cap:10]	RED Staff	RED Staff	N/A
dl005	Learning Lab – Teaching	Sauder R-RM DL 005: Learning Lab [Cap: 48]	Faculty	UGO Staff ¹ RHL Graduate School Staff ²	UGO Office - ugo.operations@sauder.ubc.ca RHL Graduate School - rhloperations@sauder.ubc.ca
dl009	Learning Lab – Teaching	Sauder R-RM DL 009: Learning Lab [Cap: 66]	Faculty	UGO Staff ¹ RHL Graduate School Staff ²	UGO Office - ugo.operations@sauder.ubc.ca RHL Graduate School - rhloperations@sauder.ubc.ca
dl125	David Lam Amphitheatre Restricted Classroom	Sauder R-RM DL 125: David Lam Amphitheatre Restricted Classroom [Cap: 60]	Faculty and Staff	RHL Graduate School Staff	RHL Graduate School - rhloperations@sauder.ubc.ca
dl400	Hoteling Desk 1	Sauder R-RM DL 400: Hoteling Desk 1	Staff	Staff	Service Desk - help@sauder.ubc.ca
dl400	Hoteling Desk 2	Sauder R-RM DL 400: Hoteling Desk 2	Staff	Staff	Service Desk - help@sauder.ubc.ca
dl400	Hoteling Desk 3	Sauder R-RM DL 400: Hoteling Desk 3	Staff	Staff	Service Desk - help@sauder.ubc.ca
dl400	Hoteling Desk 4	Sauder R-RM DL 400: Hoteling Desk 4	Staff	Staff	Service Desk - help@sauder.ubc.ca
dl400	Hoteling Desk 5	Sauder R-RM DL 400: Hoteling Desk 5	Staff	Staff	Service Desk - help@sauder.ubc.ca
dl400	Hoteling Desk 6	Sauder R-RM DL 400: Hoteling Desk 6	Staff	Staff	Service Desk - help@sauder.ubc.ca
dl400	Hoteling Desk 7	Sauder R-RM DL 400: Hoteling Desk 7	Staff	Staff	Service Desk - help@sauder.ubc.ca
dl400	Hoteling Desk 8	Sauder R-RM DL 400: Hoteling Desk 8	Staff	Staff	Service Desk - help@sauder.ubc.ca
dl400	Hoteling Desk 9	Sauder R-RM DL 400: Hoteling Desk 9	Staff	Staff	Service Desk - help@sauder.ubc.ca
dl400	Hoteling Desk 10	Sauder R-RM DL 400: Hoteling Desk 10	Staff	Staff	Service Desk - help@sauder.ubc.ca
dl400	Hoteling Desk 11	Sauder R-RM DL 400: Hoteling Desk 11	Staff	Staff	Service Desk - help@sauder.ubc.ca
dl400	Hoteling Desk 12	Sauder R-RM DL 400: Hoteling Desk 12	Staff	Staff	Service Desk - help@sauder.ubc.ca
dl414	Meeting Room	Sauder R-RM DL 414: Meeting Room [Cap: 10]	Faculty and Staff	Faculty and Staff	Service Desk - help@sauder.ubc.ca
ha045a	Computer Lab – Teaching	Sauder R-RM HA 045A: Computer Lab – Teaching [Cap: 34]	Faculty, Staff and Students	Service Desk	Service Desk - help@sauder.ubc.ca
ha045c	Computer Lab - Drop In	Sauder R-RM HA 045C: Computer Lab – Drop In [Cap: 34]	Faculty, Staff and Students	Service Desk	Service Desk - help@sauder.ubc.ca
ha092	Middlefield Breakout Room	Sauder R-RM HA 092: Middlefield Breakout Room [Cap: 5]	Faculty, Staff and Students	UGO Staff	UGO Office - ugo.operations@sauder.ubc.ca
ha093	Middlefield Breakout Room	Sauder R-RM HA 093: Middlefield Breakout Room [Cap: 5]	Faculty, Staff and Students	UGO Staff	UGO Office - ugo.operations@sauder.ubc.ca
ha094	Middlefield Breakout Room	Sauder R-RM HA 094: Middlefield Breakout Room [Cap: 5]	Faculty, Staff and Students	UGO Staff	UGO Office - ugo.operations@sauder.ubc.ca
ha095	Middlefield Breakout Room	Sauder R-RM HA 095: Middlefield Breakout Room [Cap: 5]	Faculty, Staff and Students	UGO Staff	UGO Office - ugo.operations@sauder.ubc.ca
ha096	Middlefield Breakout Room	Sauder R-RM HA 096: Middlefield Breakout Room [Cap: 5]	Faculty, Staff and Students	UGO Staff	UGO Office - ugo.operations@sauder.ubc.ca
ha132	Restricted Classroom	Sauder R-RM HA 132: Restricted Classroom [Cap: 84]	Faculty and Staff	RHL Graduate School Staff	RHL Graduate School - rhloperations@sauder.ubc.ca
ha133	Restricted Classroom	Sauder R-RM HA 133: Restricted Classroom [Cap: 80]	Faculty and Staff	RHL Graduate School Staff	RHL Graduate School - rhloperations@sauder.ubc.ca
ha135	Graduate Meeting Room	Sauder R-RM HA 135: Graduate Meeting Room [Cap: 14]	Faculty and Staff	RHL Graduate School Staff	RHL Graduate School - rhloperations@sauder.ubc.ca
ha155g	BCC Board Room	Sauder R-RM HA 155G: BCC Board Room [Cap: 10]	BCC Staff	BCC Staff	Business Career Centre - careercentre@sauder.ubc.ca

¹ For Undergraduate course related bookings send an email to ugo.operations@sauder.ubc.ca

² For RHL Graduate School course related bookings send an email to rhloperations@sauder.ubc.ca

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ha160	CPA Hall – Gathering Space	Sauder R-RM HA 160: CPA Hall Gathering Space	Faculty, Staff and Students	Sauder Concierge	Sauder Concierge - concierge@sauder.ubc.ca
ha196	Birmingham Centre Meeting/Study Space	Sauder R-RM HA 196: Birmingham Centre Meeting/Study Space [Cap: 90]	Faculty, Staff and Students	Sauder Concierge	Sauder Concierge - concierge@sauder.ubc.ca
ha233	Meeting Room	Sauder R-RM HA 233: Meeting Room [Cap: 14]	Faculty and Staff	Faculty and Staff	Service Desk - help@sauder.ubc.ca
ha292	Video Conference Restricted Classroom	Sauder R-RM HA 292: Video Conference Restricted Classroom [Cap: 35]	Faculty and Staff	UGO Staff	UGO Office - ugo.operations@sauder.ubc.ca
ha333	Meeting Room	Sauder R-RM HA 333: Meeting Room [Cap: 14]	Faculty and Staff	Faculty and Staff	Service Desk - help@sauder.ubc.ca
ha337	Restricted Classroom	Sauder R-RM HA 337: Restricted Classroom [Cap: 80]	Faculty and Staff	RHL Graduate School Staff	RHL Graduate School - rhloperations@sauder.ubc.ca
ha351c	Meeting Room	Sauder R-RM HA 351C: Meeting Room [Cap: 4]	Sessionals and Staff in HA 351 and HA 349	Sessionals and Staff in HA 351 and HA 349	Service Desk - help@sauder.ubc.ca
ha358	Meeting Room	Sauder R-RM HA 358: Meeting Room [Cap: 8]	Faculty and Staff	Faculty and Staff	Service Desk - help@sauder.ubc.ca
ha433	Computer Lab – Drop In	Sauder R-RM HA 433: Computer Lab - Drop In [Cap: 16]	Faculty, Staff and Students	Service Desk	Service Desk - help@sauder.ubc.ca
ha441b	Ch’nook Breakout Room	Sauder R-RM HA 441B: Ch’nook Breakout Room [Cap: 8]	Ch’nook Staff	Ch’nook Staff	Ch’nook - info@ch-nook.ubc.ca
ha454	Meeting Room	Sauder R-RM HA 454: Meeting Room [Cap: 14]	Faculty and Staff	Faculty and Staff	Service Desk - help@sauder.ubc.ca
ha491	Leadership Centre Restricted Classroom	Sauder R-RM HA 491: Leadership Centre Restricted Classroom [Cap: 150]	Faculty and Staff	UGO Staff	UGO Office - ugo.operations@sauder.ubc.ca
ha491a	Leadership Centre Breakout Room	Sauder R-RM HA 491A: Leadership Centre Breakout Room [Cap: 8]	Faculty, Staff and Students	UGO Staff	UGO Office - ugo.operations@sauder.ubc.ca
ha491b	Leadership Centre Breakout Room	Sauder R-RM HA 491B: Leadership Centre Breakout Room [Cap: 8]	Faculty, Staff and Students	UGO Staff	UGO Office - ugo.operations@sauder.ubc.ca
ha491c	Leadership Centre Breakout Room	Sauder R-RM HA 491C: Leadership Centre Breakout Room [Cap: 8]	Faculty, Staff and Students	UGO Staff	UGO Office - ugo.operations@sauder.ubc.ca
ha492	Leadership Centre Video Conference Restricted Classroom	Sauder R-RM HA 492: Leadership Centre Video Conference Restricted Classroom [Cap: 150]	Faculty and Staff	UGO Staff	UGO Office - ugo.operations@sauder.ubc.ca
ha492a	Leadership Centre Breakout Room	Sauder R-RM HA 492A: Leadership Centre Breakout Room [Cap: 8]	Faculty, Staff and Students	UGO Staff	UGO Office - ugo.operations@sauder.ubc.ca
ha492b	Leadership Centre Breakout Room	Sauder R-RM HA 492B: Leadership Centre Breakout Room [Cap: 8]	Faculty, Staff and Students	UGO Staff	UGO Office - ugo.operations@sauder.ubc.ca
ha492c	Leadership Centre Breakout Room	Sauder R-RM HA 492C: Leadership Centre Breakout Room [Cap: 8]	Faculty, Staff and Students	UGO Staff	UGO Office - ugo.operations@sauder.ubc.ca
ha785a	Dean’s Office Meeting Room	Sauder R-RM HA 785A: Dean’s Office Meeting Room [Cap: 8]	Dean’s Office Staff	Sauder Concierge	Sauder Concierge - concierge@sauder.ubc.ca
ha785b	Dean’s Office Meeting Room	Sauder R-RM HA 785B: Dean’s Office Meeting Room [Cap: 6]	Dean’s Office Staff	Sauder Concierge	Sauder Concierge - concierge@sauder.ubc.ca
ha966	Big 4 Conference Centre Meeting Room	Sauder R-RM HA 966: Big 4 Conference Centre Meeting Room [Cap: 32]	Faculty and Staff	Sauder Concierge	Sauder Concierge - concierge@sauder.ubc.ca
ha967	Big 4 Conference Centre Meeting Room	Sauder R-RM HA 967: Big 4 Conference Centre Meeting Room [Cap: 32]	Faculty and Staff	Sauder Concierge	Sauder Concierge - concierge@sauder.ubc.ca
ha968	Big 4 Conference Centre Meeting Room	Sauder R-RM HA 968: Big 4 Conference Centre Meeting Room [Cap: 44]	Faculty and Staff	Sauder Concierge	Sauder Concierge - concierge@sauder.ubc.ca
ha969	Big 4 Conference Centre Video Conference Meeting Room	Sauder R-RM HA 969: Big 4 Conference Centre Video Conference Meeting Room [Cap: 44]	Faculty and Staff	Sauder Concierge	Sauder Concierge - concierge@sauder.ubc.ca
rsc570	Robson Square Meeting Room	Sauder R-RM RS C570: Robson Square Meeting Room [Cap: 6]	Faculty and Staff	Faculty and Staff	Service Desk - help@sauder.ubc.ca
rs1518	Robson Square Meeting Room	Sauder R-RM RS 1-1518: DAE Board Room [Cap: 10]	Faculty and Staff	Development and Alumni Engagement	Development Assistant - development.assistant@sauder.ubc.ca
rs1600	Robson Square Meeting Room	Sauder R-RM RS 1-600: Robson Square Meeting Room [Cap: 10]	Faculty and Staff	Executive Education	Executive Education - exec.ed@sauder.ubc.ca