

UNIVERSAL OFFICE AUTOMATION LIMITED

CIN: L34300DL1991PLC044365

Registered Office: 806, Sidharth, 96, Nehru Place,  
New Delhi – 110019, India; 011- 26444812

www.uniofficeautomation.com

July 30, 2021

To,  
The Secretary  
BSE Limited,  
Phiroze Jeejeebhoy Towers,  
Dalal Street, Mumbai – 400001

**Ref: Scrip Code – 523519**

Sub: Intimation under clause 29 (1) (a) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and trade closure period

Dear Sir(s),

Pursuant to Regulation 29 (1) (a) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 the exchange is hereby informed that the meeting of the Board of Directors of the Company is scheduled to be held on Thursday, 12th August, 2021 at 3.30 p.m. to consider the un - audited results of the Company for the quarter ended on June 30, 2021.

Further in terms of 'Minimum Standards for Code of Conduct to Regulate, Monitor and Report Trading' for dealing in securities of the company, the Company has decided that the trade close period (i.e. closure of trading window) would commence from 6.00 p.m. on 07-08-2021 and end 48 hours after the results are made public on 14-08-2021.

Kindly take the same on your record.

Thanking you  
For **Universal Office Automation Limited**



**Naina Luthra**  
**Company Secretary**