

**UNIVERSAL OFFICE AUTOMATION LIMITED**

CIN: L34300DL1991PLC044365

Registered Office: 806, Sidharth, 96, Nehru Place,  
New Delhi – 110019, India; 011- 26444812[www.uniofficeautomation.com](http://www.uniofficeautomation.com) | [investor@hcl.com](mailto:investor@hcl.com)

August 05, 2024

The Secretary

BSE Limited,

Phiroze Jeejeebhoy Towers,

Dalal Street, Mumbai – 400001

**Sub: Intimation under Regulation 42 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements), Regulations, 2015 – Book closure date & Record date**

Ref: Scrip Code – 523519

Pursuant to the provisions of Section 91 of the Companies Act, 2013 read with Rule 10 of the Companies (Management and Administration) Rule, 2014, as amended, and Regulation 42 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Register of Members and Share Transfer Books of the Company will remain closed from Monday, 19<sup>th</sup> August, 2024 to Friday, 30<sup>th</sup> August 2024 (both days inclusive) for the purpose of Annual General Meeting of the Company for the year 2024.

Security Code / Scrip Code	Type of security & paid up value	Book Closure (both days inclusive)		Record date	Purpose
		From	To		
523519	Fully paid up equity shares of Rs 10 each	Monday; 19-08-2024	Friday; 30-08-2024	Thursday; 22-08-2024	Determining the Members eligible to vote on the resolutions set out in the Notice of the AGM

Kindly take the above on record.

Thanking you,

For Universal Office Automation Limited



Naina Luthra

Company Secretary &amp; Compliance Officer