

**UNIVERSAL OFFICE AUTOMATION LIMITED**

CIN: L34300DL1991PLC044365  
Registered Office: 806, Sidharth, 96, Nehru Place,  
New Delhi – 110019, India; 011- 26444812  
www.uniofficeautomation.com

October 30, 2024

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

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 Tuesday, November 12, 2024 at 3:30 P M ,inter alia to consider the following:

- a) Consideration Of Financial Results For The Quarter And Half year Ended September 30, 2024.

Further in terms of 'Minimum Standards for Code of Conduct to Regulate, Monitor and Report Trading for dealing in securities of the company, the trade closure period would end 48 hours after the results are made public i.e. on 14.11.2024.

Kindly take the same on your record.

Thanking you

For Universal Office Automation Limited

  
Naina Luthra  
Company Secretary & Compliance Officer