

UNIVERSAL OFFICE AUTOMATION LIMITED

CIN: L34300DL1991PLC044365

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

www.uniofficeautomation.com | investor@hcl.com

September 27, 2023

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

Ref: Scrip Code – 523519

Sub: Disclosure under regulation 44(3) of the SEBI (Listing Obligations and Disclosure) Requirements, Regulations, 2015 regarding results of voting at Annual General Meeting of the company held on 26.09.2023

Dear Sirs,

The details of voting results of the Thirty first Annual General Meeting of the company held on Tuesday the September 26, 2023 are enclosed in the prescribed format under Reg. 44(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015. The same is being uploaded on the website of the company.

Further, the scrutinizer report on the aforesaid voting at the 31st Annual General Meeting of the company is being enclosed herewith.

Thanking you,

For Universal Office Automation Limited




Naina Luthra
Company Secretary & Compliance Officer

Encl: as above

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Date of Annual General Meeting	TUESDAY, 26.09.2023
Total No of Shareholders as on Record Date	13,140
No of Shareholders present in the meeting in person or proxy	not applicable
No of Shareholders attending the meeting through Video Conferencing / Other Audio Visual Means	70
PROMOTERS	3
PUBLIC	67

RESOLUTION NO 2 REQUIRED: <u>ORDINARY</u>								
Adoption of Audited Financial Statements for the financial year ended March 31, 2023 together with the Reports of the Directors & Auditors Thereon								
Whether Promoters/Promoters Group are interested in the Agenda /Resolution – No								
Category	Mode of Voting	Nos of Shares Held (1)	No of Votes Polled (2)	% of Votes Polled on outstanding shares (3)= (2)/(1)*100	Nos of Votes in favour	Nos of Votes -4 Against -5	% of Votes in favor of votes polled (6)=(4)/(2)*100	% of Votes in against of votes polled (7)=(5)/(2)*100
Promoters & Promoters' Group	E-voting	8946100	8784270	98.19%	8784270	0	100.00%	0.00%
	poll	0	0	0	0	0	0	0
	sub- total	8946100	8784270	98.19%	8784270	0	100.00%	0.00%
Public - Institution	E-VOTING	67014	0	0	0	0	0	0
	POLL	0	0	0	0	0	0	0
	sub- total	67014	0	0	0	0	0	0
Public - Non Institution	E-VOTING	5639572	8751	0.16%	8594	157	98.21%	1.79%
	POLL	0	0	0	0	0	0	0
	sub- total	5639572	8751	0.16%	8594	157	98.21%	1.79%
TOTAL		14652686	8793021	60.01%	8792864	157	100.00%	0.00%



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Re-appointment of Mr. Sunil K Shrivastava (DIN - 00259961) as a director liable to retire by rotation.

Whether Promoters/Promoters Group are interested in the Agenda /Resolution – **No**

Category	Mode of Voting	Nos of Shares Held (1)	No of Votes Polled (2)	% of Votes Polled on outstanding shares (3)= (2)/(1)*100	Nos of Votes in favour -4	Nos of Votes Against -5	% of Votes in favour of votes polled (6)=(4)/(2)*100	% of Votes in against of votes polled (7)=(5)/(2)*100
Promoters & Promoters' Group	E-voting	8946100	8784270	98.19%	8784270	0	100.00%	0.00%
	poll	0	0	0	0	0	0	0
	sub- total	8946100	8784270	98.19%	8784270	0	100.00%	0.00%
Public - Institution	E-VOTING	67014	0	0	0	0	0	0
	POLL	0	0	0	0	0	0	0
	sub- total	67014	0	0	0	0	0	0
Public - Non Institution	E-VOTING	5639572	8751	0.16%	8594	157	98.21%	1.79%
	POLL	0	0	0	0	0	0	0
	sub- total	5639572	8751	0.16%	8594	157	98.21%	1.79%
TOTAL		14652686	8793021	60.01%	8792864	157	100.00%	0.00%

Date: 27.09.2023

Place: New Delhi





Rana & Associates

Company Secretaries

H. No. 1183, Opp. Palam Apartments, Bijwasan, New Delhi-110061;
Cell: 9891371429; FRN – S2019DE693800

UDIN: F010333E001094592

FORM NO MGT-13 Consolidated Scrutinizer's Report

(Pursuant to Section 109 of the Companies Act 2013 and Rule 21(2) of the Companies (Management and Administration) Rules 2014 as amended and Secretarial Standard on General Meetings issued by the Institute of Company Secretaries of India)

To,
The Chairman
Universal Office Automation Limited

Subject: Consolidated Scrutinizer's Report for remote e-voting and e-voting at the venue (through Video-Conferencing and/or OAVM) of 31st Annual General Meeting (AGM) of the Equity Shareholders of UNIVERSAL OFFICE AUTOMATION LIMITED held on Tuesday, 26th day of September 2023.

Dear Sir,

I, Nishant Rana, Practicing Company Secretary and proprietor of Rana & Associates having office at H. No. 1183, Bijwasan, New Delhi-110061, has been appointed as Scrutinizer of **UNIVERSAL OFFICE AUTOMATION LIMITED ("The Company")** for the purpose of the remote e-voting and e-voting conducted at the AGM on the below mentioned resolution(s) at the meeting of the equity shareholders held on 26th day of September 2023 at 3:30 P.M. through Video Conferencing and/or Other Audio Visual Means, in accordance with the provisions of Section 108 of the Companies Act, 2013, Recent MCA Circulars read with Rule 21(2) of Companies (Management and Administration) Rules, 2014, as amended and Secretarial Standard on General Meetings issued by the Institute of Company Secretaries of India submit my report as under:

Management Responsibility:

The management of the Company is responsible to ensure compliance with the requirements of the Act, Rules and Secretarial Standard relating to Remote e-voting and e-voting conducted at the AGM on the resolutions stated in the Notice calling 31st AGM of the Company.

As informed by the Company, the notice dated 14th August 2023 was sent through electronic mode to those members whose e-mail addresses were registered with the Company/Depositories/ Registrar and Share Transfer Agent (RTA), in compliance with the regulations prescribed by Ministry of Corporate Affairs. The Company had availed the e-voting facility offered by National Securities Depository Limited (NSDL) for conducting remote e-voting by the members of the Company.



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Scrutinizer's Responsibility:

My responsibility as a Scrutinizer is to ensure that the voting process was conducted in a fair and transparent manner and to submit a Consolidated Scrutinizer's Report of the votes cast "in favour" or "against" the resolutions stated in the Notice, based on the reports generated from the electronic voting system provided by National Securities Depository Limited ("NSDL"), the agency engaged by the Company to provide facility to the members to cast their votes either by way of Remote e-voting and e-voting conducted at the AGM.

Further to above, I submit my report as under:

1. The Remote e-voting period commenced at 9:00 AM on Saturday, 23rd September 2023 and concluded at 5:00 PM on Monday, 25th September 2023.
2. At the virtual venue of the 31st AGM post discussions on matters included in the Notice, the Chairman/Company Secretary announced that the members (including proxies) present at the AGM and who have not casted their vote by Remote e-voting, can exercise their voting rights by remote e-voting conducted at the AGM.
3. After the time fixed for closing of the e-voting by the Chairman, the electronic system recording the e-voting conducted at the AGM was locked by NSDL.
4. The remote e-votes and AGM e-voting e-votes were reconciled with the records maintained with the NSDL and the Company on test check basis.
5. The remote e-votes and AGM e-voting e-votes cast were unblocked on Tuesday, 26th September 2023 after the conclusion of the AGM.
6. The Consolidated results of the remote e-voting and e-voting conducted at the AGM, based on the reports generated by NSDL, are as under:

ITEM No. 1

To receive, consider and adopt the Financial Statements of the Company for the year ended 31st March, 2023 including the Audited Balance Sheet as at 31st March, 2023, the Statement of Profit & Loss for the year ended on that date together with the Reports of the Board of Directors and Auditors thereon.

i. Voted in favour of the Resolution:

Mode of Voting	Number of Members voted	Number of Vote Cast by them	% of total number of valid votes cast
Remote E-voting	137	87,92,864	100.00
E-voting at AGM held through VC/OAVM	0	0	0.00
Total	137	87,92,864	100.00



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ii. Voted Against the Resolution:

Mode of Voting	Number of Members voted	Number of Vote Cast by them	% of total number of valid votes cast
Remote E-voting	21	157	100.00
E-voting at AGM held through VC/OAVM	NIL	NIL	NIL
Total	21	157	100.00

iii. Invalid Votes:

Mode of Voting	Number of Members Voted	Number of Vote Cast by them
Remote E-voting	NIL	NIL
E-voting at AGM held through VC/OAVM	NIL	NIL
Total	NIL	NIL

ITEM No. 2

Re-appointment of Mr. Sunil Kumar Shrivastava (DIN 03072330) as a director liable to retire by rotation:

i. Voted in favour of the Resolution:

Mode of Voting	Number of Members voted	Number of Vote Cast by them	% of total number of valid votes cast
Remote E-voting	137	87,92,864	100.00
E-voting at AGM held through VC/OAVM	0	0	0.00
Total	137	87,92,864	100.00

ii. Voted Against the Resolution:

Mode of Voting	Number of Members voted	Number of Vote Cast by them	% of total number of valid votes cast
Remote E-voting	21	157	100.00
E-voting at AGM held through VC/OAVM	NIL	NIL	NIL
Total	21	157	100.00



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i. Invalid Votes:

Mode of Voting	Number of Members Voted	Number of Vote Cast by them
Remote E-voting	NIL	NIL
E-voting at AGM held through VC/OAVM	NIL	NIL
Total	NIL	NIL

Based on the foregoing, all the resolutions as stated in the Notice of the 31st AGM of the Company were passed with the requisite majority on the date of the 31st AGM i.e 26th September 2023. The electronic data and all other relevant records relating to the Voting through Electronic means and all other relevant records were sealed and handed over to the Company Secretary authorised by the board for safe keeping.

Thanking You
For **Rana & Associates**
Company Secretaries

NISHANT RANA Digitally signed by
NISHANT RANA
Date: 2023.09.27
11:21:09 +05'30'

T RANA
CS Nishant Rana
Proprietor
M. No. F10333; CP No. 22302

Date: 27-Sep-2023
Place: New Delhi