

UNIVERSAL OFFICE AUTOMATION LIMITED

CIN : L34300DL1991PLC044365

E-4,5,6, Sector-11, Noida 201301, U.P., India.

Tel: +91 120 2520977, 2526518, 2526519 Fax: +91 120 2523791

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

October 11, 2018

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),

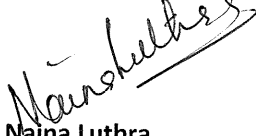
Pursuant to Regulation 29 (1) (a) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 the exchange is hereby informed that the meeting of the Board of Directors of the Company is scheduled to be held on Thursday, **25<sup>th</sup> October, 2018** at 3.30 p.m. inter alia to consider the un - audited results of the Company for the quarter ended on 30.09.2018

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 19.10.2018 and end 48 hours after the results are made public on 27.10.2018

Kindly take the same on your record.

Thanking you,

For **Universal Office Automation Limited**



**Naina Luthra**  
Company Secretary