

**UNIVERSAL OFFICE AUTOMATION LIMITED**

**Regd. Office :** 806, Siddharth, 96, Nehru Place, New Delhi-110 019  
**CIN:** L34300DL1991PLC044365, **Website:** www.uniofficeautomation.com  
**email :** investoroa@hd.com; **Phone No :** 0120-2526518

**NOTICE**

Notice is hereby given pursuant to Regulation 29 read with Regulation 47 of SEBI (Listing Obligation and Disclosure Requirements) Regulation 2015 that the meeting of the Board of Directors of the Company is scheduled to be held on Tuesday, 13<sup>th</sup> February 2018 at 3.30 P.M to consider the Un-Audited results for the period ended 31<sup>st</sup> December, 2017.

This intimation is also available on the website of the Company at [www.uniofficeautomation.com](http://www.uniofficeautomation.com) and may also be accessed on the Stock Exchange website at <http://www.bseindia.com>.

Pursuant to this , the Company has decided that the close period (i.e. closure of trading window) would commence from 6.00 p.m. on 6<sup>th</sup> February, 2018 and end 48 hours after the results are made public on 13<sup>th</sup> February, 2018.

For Universal Office Automation Ltd.

New Delhi  
5<sup>th</sup> February, 2018

Sd/-  
Preeti Saxena  
Company Secretary

8cm X 5cm