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

May 21, 2025

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 Friday, May 30, 2025 at 3:30 P M inter alia to consider the following:

a. Approval of Financial Results of The Company For The Quarter & Year Ended On March 31st, 2025.
b. Approval of Financial Statement of The Company For The Quarter & Year Ended On March 31st, 2025.
c. Approval of Corporate Governance Report For The Year Ended March 31, 2025 In Accordance With Regulation 17 (3) Of The SEBI Listing Regulations.
d. Approval of Directors' Report For The Quarter And Year Ended On 31st March 2025.

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 commenced w e f 01.04.2025 and would end 48 hours after the results are made public i.e. on 30.05.2025.

Kindly take the same on your record.

Thanking you

For **Universal Office Automation Limited**

Naina Luthra
Company Secretary & Compliance Officer