

UNIVERSAL OFFICE AUTOMATION LIMITED

CIN: L34300DL1991PLC044365

Registered Office: 806, Sidharth, 96, Nehru Place,

New Delhi – 110019, India; 011- 26444812

www.uniofficeautomation.com | UOALInvestors@hclgroup.in

30 January 2026

To,

BSE Limited

Phirojze Jeejeebhoy Towers

27th Floor, Dalal Street

Mumbai - 400 001

BSE Scrip Code: 523519

BSE Symbol: UNIOFFICE

Sub: Prior Intimation of the Board Meeting for the quarter ended on December 31, 2025.

Dear Sir/Madam,

Pursuant to Regulation 29 read with Regulation 33 and Regulation 30 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, it is hereby informed that a meeting of the Board of Directors of the Company will be held on Wednesday, February 11, 2026 to transact, inter-alia, consider:

1. The Un- audited Financial Results of the Company for quarter ending on December 31, 2025.
2. Any other items with the permission of the Chairman.

Pursuant to the Code of Conduct to Regulate, Monitor and Report Trading by Insiders framed in accordance with the Securities & Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015, Trading Window was closed with effect from 1st January, 2026 until 48 hours after the declaration of un-audited Financial results of the Company for quarter ended on December 31, 2025.

You are requested to kindly take the above information on your record.

Thanking You,

For **Universal Office Automation Limited**

Jasbir Singh Marjara

Company Secretary & Compliance Officer