

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

18 December 2025

To,

BSE Limited

Phirojze Jeejeebhoy Towers

Dalal Street, Mumbai - 400 001

BSE Scrip Code : 523519

BSE Symbol : UNIOFFICE

Dear Sir/ Madam,

Sub.: Intimation for Closure of Trading Window for dealing in securities of Universal Office Automation Limited ("the Company")

Dear Sirs/Ma'am

We wish to inform you that pursuant to the provisions of the SEBI (Prohibition of Insider Trading) Regulation, 2015 as amended, and Company's Code of Conduct for prevention of Insider Trading, the Trading Window for dealing in the securities of the Company shall remain closed from 1st January, 2026 till 48 hours after the declaration of un-audited financial results of the Company for the quarter ending on 31st December, 2025.

The date of the board meeting in which the financial results would be considered, will be intimated in due course.

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