

UNIVERSAL OFFICE AUTOMATION LIMITED

CIN : L34300DL1991PLC044365

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

Tel: +91120 2520977, 2526518, 2526519 Fax: +91 120 2523791

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

January 12, 2017

TO,

The Secretary,
Bombay Stock Exchange Limited – Mumbai
Phiroz Jeejeebhoy Towers
Dalal Street, Fort
Mumbai-400-001

Sub: Statements Grievance Redressal Mechanism under Clause 13(3) for the quarter ended 31st December , 2016 of the SEBI (Listing Obligation and Disclosure Requirements) Regulation 2015

Dear Sirs,

In compliance of Regulation 13(3) the SEBI (LODR) Regulation 2015, certified copies of the following report is enclosed herewith for your perusal.

Statements Grievance Redressal Mechanism under Clause 13(3) for the quarter ended 31st December, 2016 of the SEBI (Listing Obligation and Disclosure Requirements) Regulation 2015

Kindly take the same on record.

With Kind regards
For Universal Office Automation Limited



Preeti Saxena
Company Secretary

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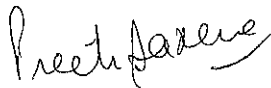
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UNIVERSAL OFFICE AUTOMATION LIMITED
INVESTOR GRIEVANCE REPORT FOR THE QUARTER ENDED 31/12/2016

SI No	Particulars	Opening	Receipts	Resolved	Pending
1.	REQUESTS				
a.	Change of Address	0	0	0	0
b.	Correction of name	0	0	0	0
c.	Loss of Securities	0	0	0	0
2	COMPLAINTS	0			
	Non receipt of Annual Report	0	0	0	0
	Correction of name	0	0	0	0
	Share Transfer	0	0	0	0
	DEMAT	0	0	0	0
	REMAT	0	0	0	0
3.	GENERAL	0			
	Query regarding undelivered documents	0	0	0	0
	Postal return Documents	0	0	0	0
TOTAL		0	0	0	0

For Universal Office Automation Limited



Preeti Saxena
Company Secretary