

| Introductory sub-table (I)(a) | | | |
|---|-------------------------------|---|--|
| Name of the Company: UNIVERSAL OFFICE AUTOMATION LIMITED | | | |
| Scrip Code, Name of the scrip, class of security: | | | |
| Quarter ended: 01/04/2014 - 30/06/2014 | | | |
| Partly paid-up shares:- | No. of partly paid-up shares | As a % of total no. of partly paid-up shares | As a % of total no. of shares of the company |
| Held by promoter/promoter group | 0 | 0.00 | 0.00 |
| Held by public | 0 | 0.00 | 0.00 |
| Total - D | 0 | 0.00 | 0.00 |
| Outstanding convertible securities: No. of outstanding securities | No. of outstanding securities | As a % of total no. of outstanding convertible securities | As a % of total no. of shares of the company, assuming full conversion of the convertible securities |
| Held by promoter/promoter group | 0 | 0.00 | 0.00 |
| Held by public | 0 | 0.00 | 0.00 |
| Total - E | 0 | 0.00 | 0.00 |
| Warrants:- | No. of warrants | As a % of total no. of warrants | As a % of total no. of shares of the company, assuming full conversion of warrants |
| Held by promoter/promoter group | 0 | 0.00 | 0.00 |
| Held by public | 0 | 0 | 0.00 |
| Total - F | 0 | 0 | 0.00 |
| Total paid-up capital of the company, assuming full conversion of warrants and convertible securities | | 14652686 | 100 |



For Universal Office Automation Ltd.

Preet Saran
Company Secretary

Statement Showing Shareholding Pattern

| Table (I)(a) | | | | | | | | |
|---------------|---|------------------------|------------------------|--|--|----------------------------|--|---------------------------------------|
| Category code | Category of Shareholder | Number of Shareholders | Total number of shares | Number of shares held in dematerialized form | Total shareholding as a percentage of total number of shares | | Shares Pledged or otherwise encumbered | |
| | | | | | As a percentage of (A+B) ¹ | As a percentage of (A+B+C) | Number of shares | As a percentage (IX)= (VIII)/(IV)*100 |
| (I) | (II) | (III) | (IV) | (V) | (VI) | (VII) | (VIII) | (IX) |
| (A) | SHAREHOLDING OF PROMOTER AND PROMOTER GROUP | | | | | | | |
| 1 | INDIAN | | | | | | | |
| (a) | Individuals/ Hindu Undivided Family | 11 | 381829 | 103705 | 2.61 | 2.61 | 0 | 0.00 |
| (b) | Central Government/ State Government(s) | 0 | 0 | 0 | 0.00 | 0.00 | 0 | 0.00 |
| (c) | Bodies Corporate | 4 | 9105922 | 9105762 | 62.15 | 62.15 | 0 | 0.00 |
| (d) | Financial Institutions/ Banks | 0 | 0 | 0 | 0.00 | 0.00 | 0 | 0.00 |
| (e) | Any Others (Specify) | 0 | 0 | 0 | 0.00 | 0.00 | 0 | 0.00 |
| | Sub Total(A)(1) | 15 | 9487751 | 9209467 | 64.75 | 64.75 | 0 | 0.00 |
| 2 | FOREIGN | | | | | | | |
| a | Individuals (Non-Residents Individuals/ Foreign Individuals) | 0 | 0 | 0 | 0.00 | 0.00 | 0 | 0.00 |
| b | Bodies Corporate | 0 | 0 | 0 | 0.00 | 0.00 | 0 | 0.00 |
| c | Institutions | 0 | 0 | 0 | 0.00 | 0.00 | 0 | 0.00 |
| d | Any Others (Specify) | 0 | 0 | 0 | 0.00 | 0.00 | 0 | 0.00 |
| | Sub Total(A)(2) | 0 | 0 | 0 | 0.00 | 0.00 | 0 | 0.00 |
| | Total Shareholding of Promoter and Promoter Group (A)= (A)(1)+(A)(2) | 15 | 9487751 | 9209467 | 64.75 | 64.75 | 0 | 0.00 |
| (B) | PUBLIC SHAREHOLDING | | | | | | | |
| 1 | INSTITUTIONS | | | | | | | |
| (a) | Mutual Funds/ UTI | 1 | 3382 | 0 | 0.02 | 0.02 | 0 | 0.00 |
| (b) | Financial Institutions/ Banks | 11 | 63882 | 58518 | 0.44 | 0.44 | 0 | 0.00 |
| (c) | Central Government/ State Government(s) | 0 | 0 | 0 | 0.00 | 0.00 | 0 | 0.00 |
| (d) | Venture Capital Funds | 0 | 0 | 0 | 0.00 | 0.00 | 0 | 0.00 |
| (e) | Insurance Companies | 0 | 0 | 0 | 0.00 | 0.00 | 0 | 0.00 |
| (f) | Foreign Institutional Investors | 0 | 0 | 0 | 0.00 | 0.00 | 0 | 0.00 |
| (g) | Foreign Venture Capital Investors | 0 | 0 | 0 | 0.00 | 0.00 | 0 | 0.00 |
| (h) | Any Other (specify) | 0 | 0 | 0 | 0.00 | 0.00 | 0 | 0.00 |
| | Sub-Total (B)(1) | 12 | 67264 | 58518 | 0.46 | 0.46 | 0 | 0.00 |
| B 2 | NON INSTITUTIONS | | | | | | | |
| (a) | Bodies Corporate | 133 | 1009802 | 849146 | 6.89 | 6.89 | 0 | 0.00 |
| (b) | Individuals | | | | | | | |
| I | Individuals -i. Individual shareholders holding nominal share capital up to Rs. 1 lakh | 12318 | 2284470 | 1708905 | 15.59 | 15.59 | 2906 | 0.02 |
| II | ii. Individual shareholders holding nominal share capital in excess of Rs. 1 lakh | 29 | 1625334 | 1625334 | 11.09 | 11.09 | 0 | 0.00 |
| (c) | Any Other (specify) | 37 | 48612 | 47644 | 0.33 | 0.33 | 0 | 0.00 |
| (c-i) | NRIs | | | | | | | |
| (c-ii) | Clearing House / Public Trust/HUF | 76 | 129453 | 123207 | 0.88 | 0.88 | 0 | 0.00 |
| | Sub-Total (B)(2) | 12593 | 5097671 | 4354236 | 34.79 | 34.79 | 2906 | 0.02 |
| (B) | Total Public Shareholding (B)= (B)(1)+(B)(2) | 12605 | 5164935 | 4412754 | 35.25 | 35.25 | 2906 | 0.02 |
| | TOTAL (A)+(B) | 12620 | 14652686 | 13622221 | 100.00 | 100.00 | 2906 | 0.00 |
| (C) | SHARES HELD BY CUSTODIANS AND AGAINST WHICH DEPOSITORY RECEIPTS HAVE BEEN ISSUED | | | | | | | |
| 1 | Promoter and Promoter Group | 0 | 0 | 0 | 0 | 0.00 | 0 | 0.00 |
| 2 | Public | 0 | 0 | 0 | 0 | 0.00 | 0 | 0 |
| | Sub-Total (C) | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | GRAND TOTAL (A)+(B)+(C) | 12620 | 14652686 | 13622221 | 100.00 | 100.00 | 2906 | 0.02 |



For Universal Office Automation Ltd.

Preeti Bhatnagar
Company Secretary

(I)(b) **Statement showing holding of securities (including shares, warrants, convertible securities) of persons belonging to the category "Promoter and Promoter Group"**

| Sr. No. | Name of the shareholder | Details of Shares held | | Encumbered shares (*) | | | Details of warrants | | Details of convertible securities | | Total shares (including underlying shares assuming full conversion of warrants and convertible securities) as a % of diluted share capital |
|-------------------------------|---|------------------------|---------------------------------------|-----------------------|--------------------|--|-------------------------|---|---------------------------------------|---|--|
| | | Number of shares held | As a % of grand total (A) + (B) + (C) | No. | As a percentage | As a % of grand total (A)+(B)+(C) of sub-clause I(a) | Number of warrants held | As a % total number of warrants of the same class | Number of convertible securities held | As a % total number of convertible securities of the same class | |
| (I) | (II) | (III) | (IV) | (V) | (VI)=(V)/(III)*100 | (VII) | (VIII) | (IX) | (X) | (XI) | (XII) |
| Promoters - Companies | | | | | | | | | | | |
| 1 | M/S HCL Corporation Private Limited*** | 86,65,966 | 59.14 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2 | M/S Apollo Trading & Finance Limited | 1,71,662 | 1.17 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 3 | M/S BFL Investments and Financial Consultants P Limited | 2,68,134 | 1.83 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 4 | M/S Subhash Arora Investment (p) Ltd | 160 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Promoters - Individual | | | | | | | | | | | |
| 5 | Ms. Roshni Nadar | 3,888 | 0.03 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 6 | Mrs. Kiran Nadar | 20,262 | 0.14 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 7 | Mr. Shiv Nadar | 94,154 | 0.64 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 8 | Ms. Reetika Puri | 1,750 | 0.01 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 9 | Mrs. Nina Puri | 100 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 10 | Mr. Akshay Chowdhry | 1,440 | 0.01 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 11 | Mrs. Gita Chowdhry | 3,371 | 0.02 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 12 | Mr. Ajai Chowdhry | 97,044 | 0.66 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 13 | Mr. P. Malhotra | 36,576 | 0.25 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 14 | Mr. M C Malhotra | 82,298 | 0.56 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 15 | Mr. Arjun Malhotra | 40,946 | 0.28 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | | 94,87,751 | 64.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

Note : *** The name of Guddu Investments (Pond) Pvt. Limited has been changed as 'HCL Corporation Private Limited'

(*) The term "encumbrance" has the same meaning as assigned to it in regulation 28(3) of the SAST Regulations, 2011

For Universal Office Automation Ltd.

Neeti Saxena
Company Secretary



(I)(c)(i) Statement showing holding of securities (including shares, warrants, convertible securities) of persons belonging to the category "Public" and holding more than 1% of the total number of shares

| Sr. No. | Name of the shareholder | Number of shares held | Shares as a percentage of total number of shares {i.e., Grand Total (A)+(B)+(C) indicated in Statement at para (I)(a) above} | Details of warrants | | Details of convertible securities | | Total shares (including underlying shares assuming full conversion of warrants and convertible securities) as a % of diluted share capital |
|--------------|-----------------------------------|-----------------------|--|-------------------------|---|---------------------------------------|--|--|
| | | | | Number of warrants held | As a % total number of warrants of the same class | Number of convertible securities held | % w.r.t total number of convertible securities of the same class | |
| 1 | ASSOCIATED TECKNO PLASTICKS P LTD | 637979 | 4.35 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 2 | KANCHANA. R | 888989 | 6.07 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL | | 1526968 | 10.42 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |



For Universal Office Automation Ltd.

Preeti Sarone
Company Secretary

(I)(c)(ii) Statement showing holding of securities (including shares, warrants, convertible securities) of persons (together with PAC) belonging to the category "Public" and holding more than 5% of the total number of shares of the company

| Sr. No. | Name(s) of the shareholder(s) and the Persons Acting in Concert (PAC) with them | Number of shares | Shares as a percentage of total number of shares {i.e., Grand Total (A)+(B)+(C) indicated in Statement at para (D)(a) above} | Details of warrants | | Details of convertible securities | | Total shares (including underlying shares assuming full conversion of warrants and convertible securities) as a % of diluted share capital |
|--------------|---|------------------|--|---------------------|---|---------------------------------------|--|--|
| | | | | Number of warrants | As a % total number of warrants of the same class | Number of convertible securities held | % w.r.t total number of convertible securities of the same class | |
| 1 | KANCHANA. R | 888989 | 6.07 | 0.00 | 0.00 | | 0.00 | 0.00 |
| TOTAL | | 888989 | 6.07 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |



For Universal Office Automation Ltd.

Preeti Saran
Company Secretary

(II)(b) Statement showing holding of Depository Receipts (DRs), where underlying shares held by "promoter/promoter group" are in excess of 1% of the total number of shares

| Sr. No. | Name of the DR Holder | Type of outstanding DR (ADRs, GDRs, SDRs, etc.) | Number of shares underlying outstanding DRs | Shares underlying outstanding DRs as a percentage of total number of shares {i.e., Grand Total (A)+(B)+(C) indicated in Statement at para (I)(a) above} |
|--------------|-----------------------|---|---|---|
| 1 | | | | 0.00 |
| TOTAL | | | 0 | 0.00 |



For Universal Office Automation Ltd.

Preeti Saxena
Company Secretary

(I)(d) Statement showing details of locked-in shares

| Sr. No. | Name of the shareholder | Number of locked-in shares | Locked-in shares as a percentage of total number of shares {i.e., Grand Total (A)+(B)+(C) indicated in Statement at para (I)(a) above} |
|--------------|-------------------------|----------------------------|--|
| 1 | | | 0.00 |
| | | | |
| TOTAL | | 0 | 0.00 |



For Universal Office Automation Ltd.

Preeti Sharma
Company Secretary

(II)(a) Statement showing details of Depository Receipts (DRs)

| Sr. No. | Type of outstanding DR (ADRs, GDRs, SDRs, etc.) | Number of outstanding DRs | Number of shares underlying outstanding DRs | Shares underlying outstanding DRs as a percentage of total number of shares {i.e., Grand Total (A)+(B)+(C) indicated in Statement at para (I)(a) above} |
|--------------|--|------------------------------|--|--|
| 1 | | | | 0.00 |
| TOTAL | | 0 | 0 | 0.00 |



For Universal Office Automation Ltd.

Preeti Saxena
Company Secretary