

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.

October 23, 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 30th September, 2017 of the SEBI (Listing Obligation and Disclosure Requirements) Regulation 2015

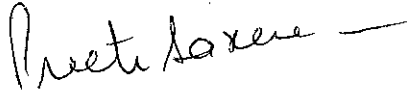
Dear Sirs,

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 30th September, 2017 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

UNIVERSAL OFFICE AUTOMATION LIMITED
INVESTOR GRIEVANCE REPORT FOR THE QUARTER ENDED 30/09/2017

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



Towards Excellence

Skyline Financial Services Pvt. Ltd.

SEBI Registered Category-1 Registrars & Share Transfer Agent
Regd. & Corp. Office : D-153A, 1st Floor, Okhla Industrial Area, Phase-I, New Delhi - 110 020
Tel. : +91-11-64732681-88, 26812682-83 E-mail : info@skylinerta.com Website : www.skylinerta.com
CIN No. : U74899DL1995PTC071324

October 05, 2017

REF: SFSPL/QTR/SEPTEMBER/2017 /60

MS. PREETI SAXENA
COMPANY SECRETARY
UNIVERSAL OFFICE AUTOMATION LIMITED
E-4, 5,6, SECTOR -XI
NOIDA -201 301

Sub: Statement of Investor Complaints as per Regulation 13(3) of (LODR), 2015

Dear Sir/Madam,

This is to inform you that our Company **M/s. Universal Office Automation Limited** having **CIN: L34300DL1991PLC044365** is registered on the SCORES platform of the SEBI in order to handle investor's complaints electronically.

As required under regulation 13(3) of SEBI (Listing Obligations and Disclosure Requirements) Regulations 2015, this is the list of complaints received from complainants, complaints resolved as pending for consideration.

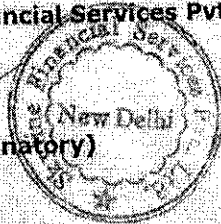
Number of investors complaints pending at the beginning of the quarter starting from 1st July 2017	Complaints received during the Quarter From 1st July 2017 to 30th September 2017	Complaints disposed of during the Quarter From 1st July 2017 to 30th September 2017	Complaints remaining unresolved at the end of Quarter Ended on 30th September 2017
NIL	NIL	NIL	NIL

We hereby certify that we have no pending complaints at our end for the period.

Thanking you,

For Skyline Financial Services Pvt. Limited

Vijay Kumar
(Authorised Signatory)



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