

UNIVERSAL OFFICE AUTOMATION LIMITED

CIN: L34300DL1991PLC044365

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

New Delhi – 110019, India; 011- 26444812

www.uniofficeautomation.com | investor@hcl.com

February 06, 2024

To
The Secretary
BSE Limited,
Phiroze Jeejeebhoy Towers,
Dalal Street, Mumbai – 400001

Ref: Scrip Code – 523519

Sub: Results of E- voting conducted through postal ballot process

Dear Sirs,

Pursuant to circulars issued by the Ministry of Corporate Affairs (the "MCA") for holding general meetings / conducting postal ballot process through voting by electronic means ("remote e-voting") no. 14/2020 dated April 8, 2020, 17/2020 dated April 13, 2020, 22/2020 dated June 15, 2020, 33/2020 dated September 28, 2020, 39/2020 dated December 31, 2020, 10/2021 dated June 23, 2021, 20/2021 dated December 8, 2021, 3/2022 dated May 5, 2022, 11/2022 dated December 28, 2022 and 09/2023 dated September 25, 2023 (collectively, the "MCA Circulars"), consent of the members was accorded on the appointment of V Nagarajan & Co, Chartered Accountants, (FRN 004879N) Statutory Auditor of the Company in the casual vacancy caused by the resignation of Ms. Purushothaman Bhutani & CO (FRN 005484N) through e voting / postal ballot process.

Accordingly, the scrutinizer report and e - voting results on the aforesaid postal ballot & e voting of the company is being enclosed herewith. The same is being uploaded on the website of the company.

Kindly take the same on your records.

Thanking you,

For Universal Office Automation Limited


Naina Luthra
Company Secretary & Compliance Officer

Encl: as above



Mehak Gupta & Associates

COMPANY SECRETARIES

Head Office :304, 6A/1, Ganga Chamber,W.E.A.,

Karol Bagh, New Delhi - 110005

Phone Number:- 9953488844, 25710134

Email: mhkgupta18@gmail.com

Website: <https://www.csmehakgupta.in>



To,
The Chairman
M/s Universal Office Automation Limited
806, Siddhartha, 96, Nehru Place, New Delhi -110019, India

SUB: SCRUTINIZER REPORT ON RESULT OF POSTAL BALLOT PROCESS
REF: POSTAL BALLOT NOTICE DATED DECEMBER 13, 2023

Dear Sir,

The Board of Directors of M/s Universal Office Automation Limited ("**the Company**") at its meeting held on Wednesday, December 13, 2023, had appointed us as Scrutinizer pursuant to Section 110 of the Companies Act, 2013 read with Rule 20 and 22 of the Companies (Management and Administration) Rules, 2014, to conduct the Postal Ballot process only through electronic voting (i.e. e-voting) in a fair and transparent manner with respect to the resolutions proposed for approval from Members/Shareholders through Postal Ballot Notice dated December 13, 2023 ("**the Notice**") relating to:

1. Appointment of M/s. V. Nagarajan & Co., Chartered Accountants as the Statutory Auditors of the Company to fill the casual vacancy caused by resignation of M/s Purushothaman Bhutani & Co., Chartered Accountants

WE SUBMIT OUR REPORT AS UNDER:

1. The Company had sent the Notice electronically to all those Members/Shareholders whose name appeared on the Register of Members/List of Beneficiaries and whose e-mail id(s) were registered with the Company and/or their depositories as on cut-off date i.e. Monday, January 01, 2024 ("**cut-off date**").
2. In accordance with the guidelines prescribed by the Ministry of Corporate Affairs (the "**MCA**") for holding the general meetings/conducting postal ballot through e-voting vide General Circular Nos. 14/2020 dated April 8, 2020; 17/2020 dated April 13, 2020; 22/2020 dated June 15, 2020; 33/2020 dated September 28, 2020; 39/2020 dated December 31, 2020; 10/2021 dated June 23, 2021; 20/2021 dated December 08, 2021; 03/2022 dated May 05, 2022 and 11/2022 dated December 28, 2022 and 09/2023 dated September 25, 2023 (hereinafter referred "**the MCA circulars**"), the Company has sent the Notice in electronic form only and no physical copy of the Notice, Postal Ballot form and pre-paid business reply envelope has been sent to the Members/Shareholders. Accordingly, the communication of the assent or dissent of the Members/Shareholders took place through e-voting system only.
3. In compliance with the provisions of Rule 20 and 22 of the Companies (Management and Administration) Rules, 2014, the Company had provided e-voting facility to all its Members/Shareholders to enable them to cast their votes electronically. The e-voting started on Saturday, January 06, 2024, 09:00 Hours (IST) and ended on Sunday, February 04, 2024, 17:00 Hours (IST).



(I) VOTED IN FAVOUR OF THE RESOLUTION:

No. of Members voted through e- voting	Total no. of votes casted through e-voting	% of total number of valid votes casted
58	89,16,138	99.9985%

(II) VOTED AGAINST THE RESOLUTION:

No. of Members voted through e- voting	Total no. of votes cast through e- voting	% of total number of valid votes casted
20	131	0.0015%

(III) INVALID/ABSTAIN VOTES FOR THE RESOLUTION:

No. of Members voted through e- voting	Total no. of votes cast through e-voting
0	0

RESULT:

As the numbers of votes cast in favor of the resolution, exceeds the number of votes casted against, we report that the resolution with regard to Item no. 1 as set out in the Notice is passed as an **Ordinary Resolution**.

11. The electronic data and other relevant records relating to e-voting are under our safe custody until the Chairman considers, approves, and sign the minutes and the same will be handed over to the Company Secretary/Director authorized by the Board for safe keeping.
12. You may accordingly declare the result of the e-voting of Postal Ballot Process.

Thanking you
Yours Sincerely,

For Mehak Gupta & Associates
Company Secretaries



Mehak Gupta
Proprietor
FCS 10703
COP 15013
Peer Review No: 1643/2022

UDIN: F010703E003378078

Place: New Delhi
Date: 05.02.2024



Signed by: Ms. Naina Luthra (Company Secretary)

RESOLUTION NO 1 REQUIRED: ORDINARY

appointment of M/s. V. Nagarajan & Co., Chartered Accountants as the Statutory Auditors of the Company to fill the casual vacancy caused by resignation of M/s Purushothaman Bhutani & Co., Chartered Accountants

Whether Promoters/Promoters Group are interested in the Agenda /Resolution - No

Category	Mode of Voting	Nos of Shares Held (1)	No of Votes Polled (2)	% of Votes Polled on outstanding shares (3)= (2)/(1)*100	Nos of Votes in favour -4	Nos of Votes Against -5	% of Votes in favour of votes polled (6)=(4)/(2) *100	% of Votes in against of votes polled (7)=(5)/(2) *100
Promoters & Promoters' Group	E-voting	89,46,100	8898320	99.47%	8898320	0	100.00%	0.00%
	poll	0		0	0	0	0	0
	sub- total	89,46,100	8898320	99.47%	8898320	0	100.00%	0.00%
Public - Institution	E-VOTING	62,014	0	0	0	0	0	0
	POLL	0	0	0	0	0	0	0
	sub- total	62,014	0	0	0	0	0	0
Public - Non Institution	E-VOTING	56,44,572	17949	0.32%	17818	131	99.27%	0.73%
	POLL	0	0	0	0	0	0	0
	sub- total	56,44,572	17949	0.32%	17818	131	99.27%	0.73%
TOTAL		1,46,52,686	8916269	60.85%	8916138	131	100.00%	0.00%

Narain Kulkarni



