



SPANDANA

Date: 26/07/2025

INQUIRY REPORT

Background:

This is with reference to the case registered on 30/04/2025, under Financial misconduct, with allegations of Collection Misappropriation against Mr./Ms./Mrs. **Vinod Singh**, bearing the Emp. ID - SF0038730. The employee has not taken due care while discharging his/her duties, and the charges mentioned in:

The Detailed Show Cause Notice (DSCN) was issued on 14/06/2025. (Copy of the SCN letter is attached as **Annexure - I**)

A Notice of Inquiry was issued to the alleged employee, vide letter dated 16/07/2025, informing that Mr./Ms./Mrs. Vinod Singh, to present him/her self for the Internal Inquiry proceedings which was addressed by the Disciplinary Inquiry committee/Officer, scheduled on 18/07/2025. (Copy of the Notice of Inquiry letter is attached as **Annexure -II**)

On the 18/07/2025 (Inquiry date), the following parties were present for Inquiry proceedings:

1. Alleged Employee - Mr./Ms./Mrs. Vinod Singh (SF0038730 , Branch Manager)
2. Mr./Ms./Mrs. Pankaj Dharmik (SF0064036 , State Auditor)
3. Mr./Ms./Mrs. Pramod Kumar Cherukat (SF0073747 , Senior Manager)
4. Mr./Ms./Mrs. Keshav Nayak (SF0076561 , Senior Vice President)

Submissions from the Committee:

The Inquiry Committee/Officers presented the version of the management along with the documents/evidence submitted, as stated below:

The Inquiry Committee/Officer submitted that, through the mail dated 29/04/2025 from Mr./Ms./Mrs. Dharmendra Thakur SF0096982 Associate Vice President, it was informed to the management that Mr./Ms./Mrs. Vinod Singh SF0038730 Branch Manager allegedly committed misconduct under Collection Misappropriation on 08/03/2025. The complaint mail is attached as **Annexure -III**.

Employee has not responded to the Show Cause Notice issued.

Thereafter, the Committee has validated the available records (reports) and factual information provided by the management in support of the charges made.

List of available records and information (evidence if any) presented during the inquiry proceedings:

Evidences:

1. [1746006818296_Financial Fraud Complaint Raise BM Vinod Shamgrah Branch\(SF0038730\).msg](#)

Fraud Investigation Files: No Fraud Investigation evidence is presented, as this case may not require such an investigation.

Thereafter, an opportunity was given to Mr./Ms./Mrs. Vinod Singh to verify/examine the witness/evidence in their defense.

Submissions from Alleged Employee:

Mr./Ms./Mrs. Vinod Singh presented their defense statement and evidence as follows:

Mr./Ms./Mrs. Vinod Singh stated : **"During enquiry the committee has decided for the Drop Charges. No fraud was observed during the fraud investigation, the employee is not found guilty."**

Where applicable, the statement/evidence/witness of Mr./Ms./Mrs. Vinod Singh during the proceedings is included as **Annexure -VI**.

The inquiry was closed after confirming with all parties that they had full opportunity to present witnesses and evidence, and to examine and cross-examine, with nothing else to be presented in the Inquiry.

Observations:

Observations of the inquiry committee/officers based on the evidence produced/submitted by the alleged employee and/or complainant.

1. **Member Id:** SF0064036 **Name:** Pankaj Dharmik **Department:** Internal Audit
Decision: Drop Charges **Committee type:** CommitteeMembers
Observation: During enquiry the committee has decided for the Drop Charges. No fraud was observed during the fraud investigation, the employee is not found guilty.
Conclusion: Yes
2. **Member Id:** SF0073747 **Name:** Pramod Kumar Cherukat **Department:** Human Resource
Decision: Drop Charges **Committee type:** CommitteeMembers
Observation: To close with drop charges.
Conclusion: Yes
3. **Member Id:** SF0076561 **Name:** Keshav Nayak **Department:** Operations
Decision: Drop Charges **Committee type:** CommitteeMembers
Observation: as per evidence presented, employee is not guilty
Conclusion: Yes

Inquiry Findings:

On hearing both the sides, statements recorded above and reviewing the supporting evidence submitted by both the parties, it is thereby concluded that there is no adequate evidence to support that Mr./Ms./Mrs. Vinod Singh, has violated Company's rules and is not guilty of the charges mentioned under the said category in the Detailed Show Cause Notice (DSCN) issued on 14/06/2025.

Inquiry Committee / Officer

Date: 26/07/2025

Annexures

- [Annexure - 1 \(Show Cause Notice \)](#)
- [Annexure - 2 \(Notice of Inquiry \)](#)