



SPANDANA

Date: 14/06/2025

EX-PARTE INQUIRY REPORT

Background:

This is with reference to the case registered on 05/04/2025, under Financial misconduct, with allegations of Collection Misappropriation against Mr./Ms./Mrs. **Vijaypal**, bearing the Emp. ID - SF0089584. The employee has not taken due care while discharging his/her duties, and the charges mentioned in: Initial SCN dated 09/04/2025 and Detailed Show Cause Notice (DSCN) issued post Fraud Investigation on 14/04/2025. (Copy of the SCN letter/s is attached as **Annexure - I**)

A Notice of Inquiry was issued to the alleged employee, vide letter dated 10/05/2025, informing that Mr./Ms./Mrs. Vijaypal, to present him/her self for the Internal Inquiry proceedings which was addressed by the Disciplinary Inquiry committee/Officer, scheduled on 13/05/2025. (Copy of the Notice of Inquiry letter is attached as **Annexure -II**)

On the 13/05/2025 (Inquiry date), I/we along with other committee members were present; however, the alleged employee was not present for the Inquiry.

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 04/04/2025 from Mr./Ms./Mrs. Om Prakash Sharma SF0074401 State Auditor, it was informed to the management that Mr./Ms./Mrs. Vijaypal SF0089584 Credit Assistant allegedly committed misconduct under Collection Misappropriation on 11/03/2025. The complaint mail is attached as **Annexure -III**.

Employee has not responded to the Show Cause Notice issued.

Employee has not responded to the Detailed 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. [1743830023494_FW_Major Observations RJ Genji RJ 3197 .msg](#)

Fraud Investigation Files:

1. [1744353526234_Vijay Pal Evidence RJ Genji RJ3197.zip](#)

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

Submissions from Alleged Employee:

The alleged employee did not attend the inquiry proceedings, despite prior communication. The Inquiry was closed after confirming with the attending parties that they had full opportunity to present witnesses and evidence, and that nothing else was to be presented.

Observations:

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

- Member Id:** SF0071589 **Name:** Mohit Kishore Prasad **Department:** Human Resource
Decision: Termination **Committee type:** CommitteeMembers
Observation: Level 1 misconduct and staff is absconding
Conclusion: Yes
- Member Id:** SF0080719 **Name:** Suresh Kumar Yadav **Department:** Operations
Decision: Termination **Committee type:** CommitteeMembers
Observation: Financial fraud
Conclusion: Yes
- Member Id:** SF0076555 **Name:** Arvind Kumar Maurya **Department:** Internal Audit
Decision: Termination **Committee type:** CommitteeMembers
Observation: it was observed that a fraudulent amounting to Rs. 96,060/- occurred. Specifically, the Loan Officer, Vijay Pal (SF0089584), collected amounts from borrowers but failed to perform the following actions: The collected amount was not posted in FIMO. The collected amount was not deposited in the branch. Additionally, it was observed that the Loan Officer collected EMI payments from twenty-four borrowers, amounting to Rs. 96,060/-, and again failed to record these transactions in FIMO." amount of Rs. 8,100/- has been recovered and posted in FIMO and the rest amount of Rs. 87,960/- again failed to record these transactions in FIMO."
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 adequate evidence to support the charges, and Mr./Ms./Mrs. Vijaypal has violated Company's rules and is guilty of the charges mentioned under the said category in the Show Cause Notice dated 09/04/2025 and the Detailed Show Cause Notice (DSCN) issued post Fraud Investigation dated 14/04/2025.

Inquiry Committee / Officer

Date: 14/06/2025

Annexures

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