



## SPANDANA

Date: 22/12/2025

### EX-PARTE INQUIRY REPORT

#### **Background:**

This is with reference to the case registered on 03/05/2025, under Financial misconduct, with allegations of Shortage of Cash against Mr./Ms./Mrs. **Chintha Johnpaul**, bearing the Emp. ID - SF0094348. The employee has not taken due care while discharging his/her duties, and the charges mentioned in:

Initial SCN dated 19/05/2025 and Detailed Show Cause Notice (DSCN) issued post Fraud Investigation on 12/06/2025. (Copy of the SCN letter/s is attached as **Annexure - I**)

A Notice of Inquiry was issued to the alleged employee, vide letter dated 16/07/2025, informing that Mr./Ms./Mrs. Chintha Johnpaul, to present him/her self for the Internal Inquiry proceedings which was addressed by the Disciplinary Inquiry committee/Officer, scheduled on 17/07/2025. (Copy of the Notice of Inquiry letter is attached as **Annexure -II**)

On the 17/07/2025 (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 03/05/2025 from Mr./Ms./Mrs. Chinthalapally Jagadeesh Reddy SF0002014 Vice President, it was informed to the management that Mr./Ms./Mrs. Chintha Johnpaul SF0094348 Branch Manager allegedly committed misconduct under Shortage of Cash on 14/04/2025. 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. [1746276389895\\_FW\\_Closing Cash Shortage - Jangon Branch - TS3407 .msg](#)

Fraud Investigation Files:

1. [1749635529613\\_Denomination Register.pdf](#)

1. [1749635529613\\_Jangon Fraud Report.xlsx](#)

1. [1749635529613\\_TS.Jangon Branch Receipts and Payments.pdf](#)

1. [1749635529613\\_TS.Jangon Denomination \(1\).xlsx](#)

Thereafter, an opportunity was given to Mr./Ms./Mrs. Chintha Johnpaul 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.

1. **Member Id:** SF0072406 **Name:** Ashwin Kumar Nanduri **Department:** Internal Audit  
**Decision:** Termination **Committee type:** CommitteeMembers  
**Observation:** A detailed report on the fraud has been sent. The action decided by the committee members in the ZDAC is Termination.  
**Conclusion:** Yes
2. **Member Id:** SF0091077 **Name:** Shivaraj MH **Department:** Human Resource  
**Decision:** Termination **Committee type:** CommitteeMembers  
**Observation:** Discussed with Operations and Audit team during ZDAC meeting. Employee did not attend meeting and not responded SCN/DSCN too. It has been observed and concluded that employee was involved in financial misappropriation. Hence recommending for Termination.  
**Conclusion:** Yes
3. **Member Id:** SF0084396 **Name:** Narayana Reddy Pullalacheruvu **Department:** Operations  
**Decision:** Termination **Committee type:** CommitteeMembers  
**Observation:** It has been observed and concluded that employee was involved in financial misappropriation. Hence recommending for Termination.  
**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. Chintha Johnpaul has violated Company's rules and is guilty of the charges mentioned under the said category in the Show Cause Notice dated 19/05/2025 and the Detailed Show Cause Notice (DSCN) issued post Fraud Investigation dated 12/06/2025.**

Inquiry Committee / Officer

Date: 22/12/2025

### **Annexures**

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