



SPANDANA

Detailed Show Cause Notice

Date : 26/5/2025

To,
Employee Name : Suraj Singh Songara
Employee ID : SF0055106
Designation : Branch Quality Manager
Branch : MPGL1357

Subject : Detailed Show Cause Notice

Dear Suraj Singh Songara,

With reference to the complaint number DC-FY-2025-01138 under the Pre-closure Misappropriation, an Initial Show Cause Notice was served on dated 10/05/2025, wherein you have not replied

Further to the above, the fraud investigation has been conducted and a report has been submitted. It has been found that you are engaged in the below charges of Pre-closure Misappropriation.

Following are the charges in detail:

IA Observations

Fraud Investigation Required :	Yes
Total Fraud Amount	22720
Amount Recovered as On Date	17000
Due Amount	5720

Remarks : Branch Quality Manager Suraj Singh Songara/SF0055106 was found involved in Pre-closure misappropriation (Collected Pre-closure amount but not posted to concerned borrower accounts) on the name of 01 borrower for the amounting to Rs. 22,720/- based on the evidence available. Total Fraud Amount = Rs. 22,720/- Amount Recovered and Accounted in FIMO = Rs. 17,000/- Net Fraud Amount to be recovered = Rs. 5,720/- Note: The complaint registered for the Mandsaur-2 Branch bearing complaint number FN25-26-00509 against the BQM Suraj Singh Songara/SF0055106 but the same is updated in the DAPS under the branch name as "MPGL1357/Shamgarh(Garoth)".

You are hereby informed that any deviation on the part of any official of the Company while discharging the official responsibilities or any other deviation from the Company policies during the same is serious misconduct as per the policy and procedures of the Company.

The above act of yours if proven will amount to serious misconduct on your part and gross violation of the Company's Disciplinary policy & procedures and attract serious disciplinary actions.

Given the above you are asked to explain/reply through the mail id or the mobile number which was registered as per the company records, if any, within 21 days of receipt of this show cause notice that why disciplinary action should not be taken against you as per the policy of the Company, failing to which the Company will proceed in the matter as per the records available, on the presumption that you have no explanation and have accepted the above alleged charges.

For Spandana Sphoorty Financial Limited
Authorized Signatory

Radhakrishna Eale
Senior Vice President (Human Resources)