



SPANDANA

Date: 22/06/2025

EX-PARTE INQUIRY REPORT

Background:

This is with reference to the case registered on 09/05/2025, under Financial misconduct, with allegations of Collection and Pre-closure misappropriation against Mr./Ms./Mrs. **Ajay Kumar Tailor**, bearing the Emp. ID - SF0087775. The employee has not taken due care while discharging his/her duties, and the charges mentioned in: Initial SCN dated 12/05/2025 and Detailed Show Cause Notice (DSCN) issued post Fraud Investigation on 23/05/2025. (Copy of the SCN letter/s is attached as **Annexure - I**)

A Notice of Inquiry was issued to the alleged employee, vide letter dated 06/06/2025, informing that Mr./Ms./Mrs. Ajay Kumar Tailor, to present him/her self for the Internal Inquiry proceedings which was addressed by the Disciplinary Inquiry committee/Officer, scheduled on 06/06/2025. (Copy of the Notice of Inquiry letter is attached as **Annexure -II**)

On the 06/06/2025 (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 08/05/2025 from Mr./Ms./Mrs. Hari Ram Gurjar SF0048368 Cluster Manager, it was informed to the management that Mr./Ms./Mrs. Ajay Kumar Tailor SF0087775 Credit Assistant allegedly committed misconduct under Collection and Pre-closure misappropriation on 24/03/2025. The complaint mail is attached as **Annexure -III**.

Also, it has been presented that the Show Cause Notice dated 12/05/2025 was issued to Alleged Employee Ajay Kumar Tailor against the alleged charges. After that, considering that Mr./Ms./Mrs. Ajay Kumar Tailor's presence in the branch would potentially lead to influencing the evidence specific to the alleged charges, a suspension letter was issued to him on 10/05/2025. A copy of the same is attached as **Annexure -IV**.

Employee has not responded to the Show Cause Notice issued.

And then presented the alleged employee's reply to the Detailed Show Cause Notice via letter dated 16/05/2025, which is attached as **Annexure - V**.

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. [1746776228302_Customer_Sub-Ledger\(1\).xls](#)

1. [1746776228302_Customer_Sub-Ledger.xls](#)

1. [1746776228302_Staff Froud .msg](#)

Fraud Investigation Files:

1. [1747617804943_Fraud Investigation Report RJ,Jobner RJ3507.xlsx](#)

1. [1747617804943_Evidence RJ,Jobner RJ3507.7z](#)

Thereafter, an opportunity was given to Mr./Ms./Mrs. Ajay Kumar Tailor 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:** SF0080719 **Name:** Suresh Kumar Yadav **Department:** Operations
Decision: Termination **Committee type:** CommitteeMembers
Observation: Financial fraud
Conclusion: Yes
- Member Id:** SF0071589 **Name:** Mohit Kishore Prasad **Department:** Human Resource
Decision: Termination **Committee type:** CommitteeMembers
Observation: L1 misconduct misappropriation
Conclusion: Yes
- Member Id:** SF0076555 **Name:** Arvind Kumar Maurya **Department:** Internal Audit
Decision: Termination **Committee type:** CommitteeMembers
Observation: Dear Team, As per the findings of the Business Team during the verification conducted in May 2025, it was observed that a fraud amounting to Rs. 88409/- has taken place. Specifically, the Loan Officer 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-two borrowers, amounting to Rs 88,409/-, of which Rs 32,160/- has been recovered and posted in FIMO, and the remaining amount of Rs 59,249/-again failed to record these transactions in FIMO. Fraud Investigation Files:
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. Ajay Kumar Tailor has violated Company's rules and is guilty of the charges mentioned under the said category in the Show Cause Notice dated 12/05/2025 and the Detailed Show Cause Notice (DSCN) issued post Fraud Investigation dated 23/05/2025.

Inquiry Committee / Officer

Date: 22/06/2025

Annexures

- [Annexure - 1 \(Show Cause Notice \)](#)
- [Annexure - 1 \(Show Cause Notice \)](#)
- [Annexure - 2 \(Notice of Inquiry \)](#)
- [Annexure - 4 \(Suspension Letter \)](#)