



# SPANDANA

## Suspension Order

Date : 19/5/2025

To,  
**Employee Name** : Savariya lal Meena  
**Employee ID** : SF0070644  
**Designation** : Credit Assistant  
**Branch** : RJ2794

### Subject : Suspension Order

Dear Savariya lal Meena,

With reference to the Complaint ID DC-FY-2025-01505 which has been reported on 19/05/2025.

We understand that there is a serious allegation regarding Financial made against you. It has been reported that It has been found that "You have left from the field with collection amount of total Rs.12170/- approx. on 06th May -2025.

Since the allegation happens to be of a serious in nature and amounts to gross misconduct as per the Company's Policy and Procedures of the Company applicable to you. Given the above, you are hereby suspended from duty with immediate effect i.e. from 19/05/2025, pending enquiry (as per Company's policy). You are advised to stay at your residence and not to mark attendance till further notice. Also, you are hereby advised immediately to surrender all files/documents/computers etc. to your reporting authority.

In case of any investigation requirement, management will communicate you to attend at office premises or any other place of business / operations.

**For Spandana Sphoorty Financial Limited**  
**Authorized Signatory**

**Radhakrishna Eale**  
**Senior Vice President (Human Resources)**