



SPANDANA

Case Id: DC-FY-2025-00164

Date: 08/08/2026

EX-PARTE INQUIRY REPORT

Background:

This is with reference to the case registered on 07/04/2025, under Financial misconduct, with allegations of Collection Misappropriation against Mr./Ms./Mrs. **Pruthibiraj Swain**, bearing the Emp. ID - SF0068985. 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 23/04/2025. (Copy of the SCN letter/s is attached as **Annexure - I**)

A Notice of Inquiry was issued to the alleged employee, vide letter dated 19/05/2025, informing that Mr./Ms./Mrs. Pruthibiraj Swain, to present him/her self for the Internal Inquiry proceedings which was addressed by the Disciplinary Inquiry committee/Officer, scheduled on 20/05/2025. (Copy of the Notice of Inquiry letter is attached as **Annexure -II**)

On the 20/05/2025 (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 06/04/2025 from Mr./Ms./Mrs. Manoj Kumar Badatia SF0088861 Cluster Manager, it was informed to the management that Mr./Ms./Mrs. Pruthibiraj Swain SF0068985 Senior Credit Assistant allegedly committed misconduct under Collection Misappropriation on 05/06/2024. 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. [1744090993777 Re Complain against staff Pruthibiraj Swain\(SF0068985\).msg](#)

Fraud Investigation Files:

1. [1745387016171 Evidences- Sakhi Gopal-FN25-26-00085.zip](#)
1. [1745387016171 Fraud Investigation Report - Sakhigopal ORGL1333.pdf](#)
1. [1745387016171 SSFL Fraud Investigation Report-Sakhigopal ORGL1333.xlsx](#)

Thereafter, an opportunity was given to Mr./Ms./Mrs. Pruthibiraj Swain 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:** SF0077378 **Name:** Dalpreet Kaur **Department:** Human Resource
Decision: Termination **Committee type:** CommitteeMembers
Observation: The employee is not responding to the SCN letters and is absconding
Conclusion: Yes
2. **Member Id:** SF0070624 **Name:** Sanjaya Kumar Sahoo **Department:** Operations
Decision: Termination **Committee type:** CommitteeMembers
Observation: Committed Fraud
Conclusion: Yes
3. **Member Id:** SF0043187 **Name:** Suryakanta Sathuamahapatra **Department:** Internal Audit
Decision: Termination **Committee type:** CommitteeMembers
Observation: Termination under financial misappropriation
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. Pruthibiraj Swain 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 23/04/2025.

Inquiry Committee / Officer

Date: 08/08/2026

Annexures

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