



SPANDANA

Date: 14/07/2025

INQUIRY REPORT

Background:

This is with reference to the case registered on 26/05/2025, under Financial misconduct, with allegations of Fake Loan disbursement, KYC manipulations against Mr./Ms./Mrs. **Balwant Kumar Singh**, bearing the Emp. ID - SF0073176. The employee has not taken due care while discharging his/her duties, and the charges mentioned in: Initial SCN dated 31/05/2025 and Detailed Show Cause Notice (DSCN) issued post Fraud Investigation on 16/06/2025. (Copy of the SCN letter/s is attached as **Annexure - I**)

A Notice of Inquiry was issued to the alleged employee, vide letter dated 30/06/2025, informing that Mr./Ms./Mrs. Balwant Kumar Singh, to present him/her self for the Internal Inquiry proceedings which was addressed by the Disciplinary Inquiry committee/Officer, scheduled on 01/07/2025. (Copy of the Notice of Inquiry letter is attached as **Annexure -II**)

On the 01/07/2025 (Inquiry date), the following parties were present for Inquiry proceedings:

1. Alleged Employee - Mr./Ms./Mrs. Balwant Kumar Singh (SF0073176 , Branch Manager)
2. Mr./Ms./Mrs. Arvind Kumar Maurya (SF0076555 , Associate Vice President)
3. Mr./Ms./Mrs. Mohit Kishore Prasad (SF0071589 , Deputy Vice President)
4. Mr./Ms./Mrs. Vipin Yadav (SF0071928 , Senior Vice President)

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 23/05/2025 from Mr./Ms./Mrs. Nand Kishore Rai SF0097965 Vice President, it was informed to the management that Mr./Ms./Mrs. Balwant Kumar Singh SF0073176 Branch Manager allegedly committed misconduct under Fake Loan disbursement, KYC manipulations on 24/04/2024. The complaint mail is attached as **Annexure -III**.

Also, it has been presented that the Show Cause Notice dated 31/05/2025 was issued to Alleged Employee Balwant Kumar Singh against the alleged charges. After that, considering that Mr./Ms./Mrs. Balwant Kumar Singh'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 31/05/2025. 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 30/06/2025, 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. [1748237438017_1 RE_Fraud Detected_Salemgarh Branch.msg](#)

1. [1748237438017 Re_Fraud Detected_Salemgarh Branch.msg](#)

Fraud Investigation Files:

1. [1750007031455_Fraud investigation report UP Salemgarh-UP3246 Complaint No-FN25-26-00741.xlsx](#)

1. [1750007031455_Complaint No-FN25-26-00741 SalemgarhUP3246GorakhpurUttar Pradesh evidence.zip](#)

Thereafter, an opportunity was given to Mr./Ms./Mrs. Balwant Kumar Singh to verify/examine the witness/evidence in their defense.

Submissions from Alleged Employee:

Mr./Ms./Mrs. Balwant Kumar Singh presented their defense statement and evidence as follows:

Mr./Ms./Mrs. Balwant Kumar Singh stated : **"2. Detailed Findings Loan Processing: The branch manager processed 3 loans using documents that were not genuine. The lapses in the KYC verification process allowed these loans to be approved without proper due diligence. Misappropriation of Funds: Alongside the illicit approval of these loans, the misappropriation of the amounts totaling Rs.197247 was confirmed. This indicates significant internal control failures and opportunistic exploitation of the system. Notice of Inquiry (Video Call) Branch Manager Balwant Singh / SF0072519 was added to the inquiry. The allegations against Branch Manager Balwant Singh / SF0072519 were read out and explained to him, and he was asked to present any evidence in his defense. However, he was unable to present any evidence before the Zonal Committee members to prove his innocence. The fraud amount of Rs. 137,627 has not yet been recovered."**

Where applicable, the statement/evidence/witness of Mr./Ms./Mrs. Balwant Kumar Singh during the proceedings is included as **Annexure -VI**.

The inquiry was closed after confirming with all parties that they had full opportunity to present witnesses and evidence, and to examine and cross-examine, with nothing else to be presented in the Inquiry.

Observations:

Observations of the inquiry committee/officers based on the evidence produced/submitted by the alleged employee and/or complainant.

- 1. Member Id:** SF0076555 **Name:** Arvind Kumar Maurya **Department:** Internal Audit
Decision: Termination **Committee type:** CommitteeMembers
Observation: Recommended for L1. Based on the evidence submitted against the allegation of Fraud, it proves that the employee has committed financial fraud. Amount to be recovered, if any.
Conclusion: Yes
- 2. Member Id:** SF0071589 **Name:** Mohit Kishore Prasad **Department:** Human Resource
Decision: Termination **Committee type:** CommitteeMembers
Observation: Level 1 misconduct for Disbursed multiple Fake loans (by tempering the KYCs and uploading the new banking details) of total amount Rs.1,80,000/- on 24th April to 17th october-2024 to 04 Borrower's.
Conclusion: Yes
- 3. Member Id:** SF0071928 **Name:** Vipin Yadav **Department:** Operations
Decision: Termination **Committee type:** CommitteeMembers
Observation: ok as per enquiry done and facts presented by the audit team
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. Balwant Kumar Singh has violated Company's rules and is guilty of the charges mentioned under the said category in the Show Cause Notice dated 31/05/2025 and the Detailed Show Cause Notice (DSCN) issued post Fraud Investigation dated 16/06/2025.

Inquiry Committee / Officer

Date: 14/07/2025

Annexures

- [Annexure - 1 \(Show Cause Notice \)](#)
- [Annexure - 1 \(Show Cause Notice \)](#)
- [Annexure - 2 \(Notice of Inquiry \)](#)
- [Annexure - 4 \(Suspension Letter \)](#)
- [Annexure - 5 \(SCN Reply \)](#)