



SPANDANA

Case Id: DC-FY-2025-01637

Date: 02/02/2026

INQUIRY REPORT

Background:

This is with reference to the case registered on 26/05/2025, under Financial misconduct, with allegations of Pre-closure Misappropriation against Mr./Ms./Mrs. **Mithun Sen**, bearing the Emp. ID - SF0094686. The employee has not taken due care while discharging his/her duties, and the charges mentioned in: Initial SCN dated 28/05/2025 and Detailed Show Cause Notice (DSCN) issued post Fraud Investigation on 27/06/2025. (Copy of the SCN letter/s is attached as **Annexure - I**)

A Notice of Inquiry was issued to the alleged employee, vide letter dated 28/07/2025, informing that Mr./Ms./Mrs. Mithun Sen, to present him/her self for the Internal Inquiry proceedings which was addressed by the Disciplinary Inquiry committee/Officer, scheduled on 29/07/2025. (Copy of the Notice of Inquiry letter is attached as **Annexure -II**)

On the 29/07/2025 (Inquiry date), the following parties were present for Inquiry proceedings:

1. Alleged Employee - Mr./Ms./Mrs. Mithun Sen (SF0094686 , Branch Manager)
2. Mr./Ms./Mrs. Dalpreet Kaur (SF0077378 , Manager)
3. Mr./Ms./Mrs. Saptarshi Sankar Bose (SF0076226 , Associate Vice President)
4. Mr./Ms./Mrs. Rohan Mukherjee (SF0074701 , 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 26/05/2025 from Mr./Ms./Mrs. Tapas Roy SF0068949 Manager, it was informed to the management that Mr./Ms./Mrs. Mithun Sen SF0094686 Branch Manager allegedly committed misconduct under Pre-closure Misappropriation on 06/05/2025. The complaint mail is attached as **Annexure -III**.

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 16/07/2025, 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. [1748260695603_Pre-Close Misappropriation- Malbazar branch\(WB3721\) - Mithun Sen.msg](#)

Fraud Investigation Files:

1. [1751011992763_SSFL Fraud Investigation Report Malbazar \(WB3721\) Mithun Sen.xlsx](#)

1. [1751011992763_Evidence.zip](#)

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

Submissions from Alleged Employee:

Mr./Ms./Mrs. Mithun Sen presented their defense statement and evidence as follows:

The alleged employee stated that the allegations charged on him/her are true.

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.

- Member Id:** SF0077378 **Name:** Dalpreet Kaur **Department:** Human Resource
Decision: Termination **Committee type:** CommitteeMembers
Observation: Financial Fraud
Conclusion: Yes
- Member Id:** SF0076226 **Name:** Saptarshi Sankar Bose **Department:** Internal Audit
Decision: Termination **Committee type:** CommitteeMembers
Observation: Amount misappropriation reported with evidence.
Conclusion: Yes
- Member Id:** SF0074701 **Name:** Rohan Mukherjee **Department:** Operations
Decision: Termination **Committee type:** CommitteeMembers
Observation: Pre-closure 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. Mithun Sen has violated Company's rules and is guilty of the charges mentioned under the said category in the Show Cause Notice dated 28/05/2025 and the Detailed Show Cause Notice (DSCN) issued post Fraud Investigation dated 27/06/2025.

Inquiry Committee / Officer

Date: 02/02/2026

Annexures

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