



# SPANDANA

## Detailed Show Cause Notice

Date : 2/6/2025

To,  
**Employee Name** : Munna KumarJaiswal  
**Employee ID** : SF0063601  
**Designation** : Branch Quality Manager  
**Branch** : UP3873

### Subject : Detailed Show Cause Notice

Dear Munna KumarJaiswal,

With reference to the complaint number DC-FY-2025-01743 under the Shortage of Cash, an Initial Show Cause Notice was served on dated 31/05/2025, wherein you have not replied

Further to the above, the fraud investigation has been conducted and a report has been submitted. It has been found that you are engaged in the below charges of Shortage of Cash.

Following are the charges in detail:

#### IA Observations

Fraud Investigation Required :	Yes
Total Fraud Amount	9540
Amount Recovered as On Date	9540
Due Amount	0

Remarks : Dear Team, During our recent verification process, the following issues came to our attention: Key Handover: On 10-May-2025, after completing the end-of-day operations, BM Ratnesh Kumar (SF0098114) proceeded on leave and handed over his key (G1-474019) to BQM Munna Jaiswal (SF0063601). It is noted that the BQM was already in possession of another key (G2-474019). Cash Discrepancy: A cash shortage of Rs. 9,540 was observed in the branch between 13-May-2025 and 14-May-2025. Initially, the discrepancy was attributed to an IT issue. However, further investigation revealed that the shortage resulted from the embezzlement of funds by the BQM. Resolution: On the evening of 14-May-2025, upon the BM's return, the BQM went on leave. The embezzled amount was subsequently recovered and deposited back into the bank on 23-May-2025. The full amount of Rs. 9,540 was recovered from BQM Munna Jaiswal on the same day.

You are hereby informed that any deviation on the part of any official of the Company while discharging the official responsibilities or any other deviation from the Company policies during the same is serious misconduct as per the policy and procedures of the Company.

The above act of yours if proven will amount to serious misconduct on your part and gross violation of the Company's Disciplinary policy & procedures and attract serious disciplinary actions.

Given the above you are asked to explain/reply through the mail id or the mobile number which was registered as per the company records, if any, within 21 days of receipt of this show cause notice that why disciplinary action should not be taken against you as per the policy of the Company, failing to which the Company will proceed in the matter as per the records available, on the presumption that you have no explanation and have accepted the above alleged charges.

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

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

