



# SPANDANA

## Suspension Order

Date : 30/5/2025

To,  
**Employee Name** : Ganesh Malik  
**Employee ID** : SF0083473  
**Designation** : Credit Assistant  
**Branch** : ORGL0917

### Subject : Suspension Order

Dear Ganesh Malik,

With reference to the Complaint ID DC-FY-2025-01736 which has been reported on 30/05/2025.

We understand that there is a serious allegation regarding Non-Financial made against you. It has been reported that

Disciplinary issue (Consuming alcohol and reported to branch & using unethical language and attack on BQM) is violating the Code of conduct has been made against you. Such practices lead to the departmental integrity issue and against the company policy.

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 30/05/2025, 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)**