



SPANDANA

Date: 28/07/2025

INQUIRY REPORT

Background:

This is with reference to the case registered on 10/06/2025, under Financial misconduct, with allegations of Collection Misappropriation against Mr./Ms./Mrs. **Jainu Parmar**, bearing the Emp. ID - SF0084612. The employee has not taken due care while discharging his/her duties, and the charges mentioned in:

The Detailed Show Cause Notice (DSCN) was issued on 24/06/2025. (Copy of the SCN letter is attached as **Annexure - I**)

A Notice of Inquiry was issued to the alleged employee, vide letter dated 16/07/2025, informing that Mr./Ms./Mrs. Jainu Parmar, to present him/her self for the Internal Inquiry proceedings which was addressed by the Disciplinary Inquiry committee/Officer, scheduled on 18/07/2025. (Copy of the Notice of Inquiry letter is attached as **Annexure -II**)

On the 18/07/2025 (Inquiry date), the following parties were present for Inquiry proceedings:

1. Alleged Employee - Mr./Ms./Mrs. Jainu Parmar (SF0084612 , Credit Assistant)
2. Mr./Ms./Mrs. Pankaj Dharmik (SF0064036 , State Auditor)
3. Mr./Ms./Mrs. Pramod Kumar Cherukat (SF0073747 , Senior Manager)
4. Mr./Ms./Mrs. Keshav Nayak (SF0076561 , 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 10/06/2025 from Mr./Ms./Mrs. Devendra Yadav SF0051156 Cluster Manager, it was informed to the management that Mr./Ms./Mrs. Jainu Parmar SF0084612 Credit Assistant allegedly committed misconduct under Collection Misappropriation on 06/06/2025. The complaint mail is attached as **Annexure -III**.

Also, it has been presented that the Show Cause Notice dated 01/01/1970 was issued to Alleged Employee Jainu Parmar against the alleged charges. After that, considering that Mr./Ms./Mrs. Jainu Parmar'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 18/06/2025. A copy of the same is attached as **Annexure -IV**.

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. [1749553858029_Customer_Sub-Ledger \(1\).xls](#)
1. [1749553858029_Customer_Sub-Ledger \(2\).xls](#)
1. [1749553858029_Customer_Sub-Ledger \(3\).xls](#)
1. [1749553858029_Customer_Sub-Ledger \(4\).xls](#)
1. [1749553858029_Customer_Sub-Ledger \(5\).xls](#)

1. [1749553858029 Customer Sub-Ledger.xls](#)

1. [1749553858029 Re_emp commu.msg](#)

Fraud Investigation Files: No Fraud Investigation evidence is presented, as this case may not require such an investigation.

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

Submissions from Alleged Employee:

Mr./Ms./Mrs. Jainu Parmar presented their defense statement and evidence as follows:

Mr./Ms./Mrs. Jainu Parmar stated : **"No fraud was observed"**

Where applicable, the statement/evidence/witness of Mr./Ms./Mrs. Jainu Parmar 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:** SF0064036 **Name:** Pankaj Dharmik **Department:** Internal Audit
Decision: Drop Charges **Committee type:** CommitteeMembers
Observation: No fraud was observed
Conclusion: Yes
2. **Member Id:** SF0073747 **Name:** Pramod Kumar Cherukat **Department:** Human Resource
Decision: Drop Charges **Committee type:** CommitteeMembers
Observation: To close with drop charges
Conclusion: Yes
3. **Member Id:** SF0076561 **Name:** Keshav Nayak **Department:** Operations
Decision: Drop Charges **Committee type:** CommitteeMembers
Observation: employee found not guilty.
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 no adequate evidence to support that Mr./Ms./Mrs. Jainu Parmar, has violated Company's rules and is not guilty of the charges mentioned under the said category in the Detailed Show Cause Notice (DSCN) issued on 24/06/2025.

Inquiry Committee / Officer

Date: 28/07/2025

Annexures

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