



SPANDANA

Date: 30/06/2025

EX-PARTE INQUIRY REPORT

Background:

This is with reference to the case registered on 10/04/2025, under Financial misconduct, with allegations of Pre-closure Misappropriation against Mr./Ms./Mrs. **Subham Kumar**, bearing the Emp. ID - SF0077571. The employee has not taken due care while discharging his/her duties, and the charges mentioned in: Initial SCN dated 17/04/2025 and Detailed Show Cause Notice (DSCN) issued post Fraud Investigation on 02/06/2025. (Copy of the SCN letter/s is attached as **Annexure - I**)

A Notice of Inquiry was issued to the alleged employee, vide letter dated 24/06/2025, informing that Mr./Ms./Mrs. Subham Kumar, to present him/her self for the Internal Inquiry proceedings which was addressed by the Disciplinary Inquiry committee/Officer, scheduled on 24/06/2025. (Copy of the Notice of Inquiry letter is attached as **Annexure -II**)

On the 24/06/2025 (Inquiry date), I/we along with other committee members were present; however, the alleged employee was not present for the Inquiry.

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 09/04/2025 from Mr./Ms./Mrs. Raushan Kumar sf0046847 Branch Manager, it was informed to the management that Mr./Ms./Mrs. Subham Kumar SF0077571 Credit Assistant allegedly committed misconduct under Pre-closure Misappropriation on 28/03/2025. The complaint mail is attached as **Annexure -III**.

Also, it has been presented that the Show Cause Notice dated 17/04/2025 was issued to Alleged Employee Subham Kumar against the alleged charges. After that, considering that Mr./Ms./Mrs. Subham Kumar'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 05/05/2025. A copy of the same is attached as **Annexure -IV**.

Employee has not responded to the Show Cause Notice issued.

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. [1744102972230_collect EMI or pre-close from the borrower but not post in FIMO_.msg](#)

Fraud Investigation Files:

1. [1746597089327_Fraud Investigation Report -Piro Branch\(BH3034\) Apr 25.xlsx](#)

1. [1746597089327_Evidence-Piro Branch \(2\).zip](#)

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

Submissions from Alleged Employee:

The alleged employee did not attend the inquiry proceedings, despite prior communication. The Inquiry was closed after confirming with the attending parties that they had full opportunity to present witnesses and evidence, and that nothing else was to be presented.

Observations:

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

- Member Id:** SF0071589 **Name:** Mohit Kishore Prasad **Department:** Human Resource
Decision: Termination **Committee type:** CommitteeMembers
Observation: Level 1 misconduct for Collected 01 Pre-close of total amount Rs.16,000/-on 28th March- 2025 from the Borrower -Sangeeta devi for Loan No- 352916430, which were not Posted in FIMO nor submitted at the branch.
Conclusion: Yes
- Member Id:** SF0062081 **Name:** Saket Nath Thakur **Department:** Operations
Decision: Termination **Committee type:** CommitteeMembers
Observation: termination should be issued to him..& rigourous follow up for filling charge sheet
Conclusion: Yes
- Member Id:** SF0039868 **Name:** Rajesh Kumar Jha **Department:** Internal Audit
Decision: Termination **Committee type:** CommitteeMembers
Observation: Staff did not joined the NOI.
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. Subham Kumar has violated Company's rules and is guilty of the charges mentioned under the said category in the Show Cause Notice dated 17/04/2025 and the Detailed Show Cause Notice (DSCN) issued post Fraud Investigation dated 02/06/2025.

Inquiry Committee / Officer

Date: 30/06/2025

Annexures

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