



SPANDANA

Date: 25/09/2025

EX-PARTE INQUIRY REPORT

Background:

This is with reference to the case registered on 23/07/2025, under Financial misconduct, with allegations of Collection Misappropriation against Mr./Ms./Mrs. **Gopal ji Verma**, bearing the Emp. ID - SF0092252. The employee has not taken due care while discharging his/her duties, and the charges mentioned in: Initial SCN dated 29/07/2025 and Detailed Show Cause Notice (DSCN) issued post Fraud Investigation on 14/08/2025. (Copy of the SCN letter/s is attached as **Annexure - I**)

A Notice of Inquiry was issued to the alleged employee, vide letter dated 17/09/2025, informing that Mr./Ms./Mrs. Gopal ji Verma, to present him/her self for the Internal Inquiry proceedings which was addressed by the Disciplinary Inquiry committee/Officer, scheduled on 18/09/2025. (Copy of the Notice of Inquiry letter is attached as **Annexure -II**)

On the 18/09/2025 (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 23/07/2025 from Mr./Ms./Mrs. Jitendra Kumar Pal SF0098254 Senior Cluster Manager, it was informed to the management that Mr./Ms./Mrs. Gopal ji Verma SF0092252 Credit Assistant allegedly committed misconduct under Collection Misappropriation on 02/05/2025. The complaint mail is attached as **Annexure -III**.

Also, it has been presented that the Show Cause Notice dated 29/07/2025 was issued to Alleged Employee Gopal ji Verma against the alleged charges. After that, considering that Mr./Ms./Mrs. Gopal ji Verma'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 26/07/2025. 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. [1753273367675_Customer_Sub-Ledger.xls](#)
1. [1753273367675_Froud Data Gopal Ji Verma.xlsx 22-07-2025.xlsx](#)
1. [1753273367675_Froud Data.pdf Gopal Chauri chaura.pdf](#)
1. [1753273367675_Re_Staff Fraud details.msg](#)

Fraud Investigation Files:

1. [1755097859842_Fraud Investigation Report - UP Chauri chaura UP3367 \(Complaint No FN25-26-01484\).xlsx](#)

1. [1755097859842_Evidence.zip](#)

Thereafter, an opportunity was given to Mr./Ms./Mrs. Gopal ji Verma 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 and Loan Officer Gopal Ji Verma/SF0092252 was found involved in advance collection misappropriation (Collected an Advance amount but not posted to concerned borrower accounts) on the names of 05 borrowers for the amounting to Rs. 31,160/- based on the evidence available. Total Fraud Amount = Rs. 31,160/- Amount Recovered and Accounted in FIMO = Rs. 20,494/- Net Fraud Amount to be recovered = Rs. 10,666/-
Conclusion: Yes
- Member Id:** SF0071928 **Name:** Vipin Yadav **Department:** Operations
Decision: Termination **Committee type:** CommitteeMembers
Observation: ok as per the enquiry conducted by audit and HR team
Conclusion: Yes
- Member Id:** SF0076226 **Name:** Saptarshi Sankar Bose **Department:** Internal Audit
Decision: Termination **Committee type:** CommitteeMembers
Observation: Fraud Identified and reported, whereas staff already exit.
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. Gopal ji Verma has violated Company's rules and is guilty of the charges mentioned under the said category in the Show Cause Notice dated 29/07/2025 and the Detailed Show Cause Notice (DSCN) issued post Fraud Investigation dated 14/08/2025.

Inquiry Committee / Officer

Date: 25/09/2025

Annexures

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