



## SPANDANA

Date: 21/08/2025

### EX-PARTE INQUIRY REPORT

#### **Background:**

This is with reference to the case registered on 04/04/2025, under Financial misconduct, with allegations of Collection Misappropriation against Mr./Ms./Mrs. **Battula Suresh**, bearing the Emp. ID - SF0096903. The employee has not taken due care while discharging his/her duties, and the charges mentioned in: Initial SCN dated 15/04/2025 and Detailed Show Cause Notice (DSCN) issued post Fraud Investigation on 21/07/2025. (Copy of the SCN letter/s is attached as **Annexure - I**)

A Notice of Inquiry was issued to the alleged employee, vide letter dated 12/08/2025, informing that Mr./Ms./Mrs. Battula Suresh, to present him/her self for the Internal Inquiry proceedings which was addressed by the Disciplinary Inquiry committee/Officer, scheduled on 14/08/2025. (Copy of the Notice of Inquiry letter is attached as **Annexure -II**)

On the 14/08/2025 (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 01/04/2025 from Mr./Ms./Mrs. Ashwin Kumar Nanduri SF0072406 State Auditor, it was informed to the management that Mr./Ms./Mrs. Battula Suresh SF0096903 Credit Assistant allegedly committed misconduct under Collection Misappropriation on 19/02/2025. The complaint mail is attached as **Annexure -III**.

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. [1743663544984\\_RE\\_Staff Fraud Observation - Karlapalem Branch - AP3269.msg](#)

Fraud Investigation Files:

1. [1753097092120\\_AP Karlapalem Suresh bathula.xlsx](#)

1. [1753097092120\\_B.Suresh Loan Cards.zip](#)

1. [1753097092120\\_B.Suresh Sub Ledgers.zip](#)

Thereafter, an opportunity was given to Mr./Ms./Mrs. Battula Suresh 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:** SF0091077 **Name:** Shivaraj MH **Department:** Human Resource  
**Decision:** Termination **Committee type:** CommitteeMembers  
**Observation:** Employee collected collection amount from borrowers which were not posted in FIMO nor submitted at the branch.  
**Conclusion:** Yes
- Member Id:** SF0084396 **Name:** Narayana Reddy Pullalacheruvu **Department:** Operations  
**Decision:** Termination **Committee type:** CommitteeMembers  
**Observation:** Employee collected collection amount from borrowers which were not posted in FIMO nor submitted at the branch.  
**Conclusion:** Yes
- Member Id:** SF0072406 **Name:** Ashwin Kumar Nanduri **Department:** Internal Audit  
**Decision:** Termination **Committee type:** CommitteeMembers  
**Observation:** A detailed report on the fraud has been sent. The action decided by the committee members in the ZDAC is Termination.  
**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. Battula Suresh has violated Company's rules and is guilty of the charges mentioned under the said category in the Show Cause Notice dated 15/04/2025 and the Detailed Show Cause Notice (DSCN) issued post Fraud Investigation dated 21/07/2025.**

Inquiry Committee / Officer

Date: 21/08/2025

### **Annexures**

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