



# SPANDANA

Date: 22/06/2025

## **EX-PARTE INQUIRY REPORT**

### **Background:**

This is with reference to the case registered on 15/04/2025, under Financial misconduct, with allegations of Collection Misappropriation against Mr./Ms./Mrs. **Kamlesh Kumar Verma**, bearing the Emp. ID - SF0078333. The employee has not taken due care while discharging his/her duties, and the charges mentioned in: Initial SCN dated 16/04/2025 and Detailed Show Cause Notice (DSCN) issued post Fraud Investigation on 17/04/2025. (Copy of the SCN letter/s is attached as **Annexure - I**)

A Notice of Inquiry was issued to the alleged employee, vide letter dated 10/05/2025, informing that Mr./Ms./Mrs. Kamlesh Kumar Verma, to present him/her self for the Internal Inquiry proceedings which was addressed by the Disciplinary Inquiry committee/Officer, scheduled on 13/05/2025. (Copy of the Notice of Inquiry letter is attached as **Annexure -II**)

On the 13/05/2025 (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 15/04/2025 from Mr./Ms./Mrs. Om Prakash Sharma SF0074401 State Auditor, it was informed to the management that Mr./Ms./Mrs. Kamlesh Kumar Verma SF0078333 Credit Assistant allegedly committed misconduct under Collection Misappropriation on 08/04/2025. The complaint mail is attached as **Annexure -III**.

Also, it has been presented that the Show Cause Notice dated 16/04/2025 was issued to Alleged Employee Kamlesh Kumar Verma against the alleged charges. After that, considering that Mr./Ms./Mrs. Kamlesh Kumar 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 17/04/2025. 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. [1744695516357\\_FW\\_Major Observation RJ\\_Deoli RJ3505\\_.msg](#)

Fraud Investigation Files:

1. [1744867173048\\_Fraud Investigation Report RJ\\_Deoli RJ3505.pdf](#)

1. [1744867173048\\_Fraud Investigation Report RJ\\_Deoli RJ3505.xlsx](#)

1. [1744867173048\\_Evidence RJ\\_Deoli RJ3505.zip](#)

Thereafter, an opportunity was given to Mr./Ms./Mrs. Kamlesh Kumar 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 so termination  
**Conclusion:** Yes
- Member Id:** SF0076555 **Name:** Arvind Kumar Maurya **Department:** Internal Audit  
**Decision:** Termination **Committee type:** CommitteeMembers  
**Observation:** As per the findings of the Internal Audit (IA) Team during the verification conducted in April 2025, it was observed that a fraud amounting to Rs. 115323/- has taken place. Specifically, the Loan Officer, Kamlesh Kumar Verma (SF0078333), collected amounts from borrowers but failed to perform the following actions: The collected amount was not posted in FIMO. The collected amount was not deposited in the branch. Additionally, it was observed that the Loan Officer collected EMI payments from 29 borrowers, amounting to Rs. 1,15,323/-, of Rs.76,730 has been recovered and posted in FIMO, and the rest amount of Rs.38,593 has again failed to record these transactions in FIMO.  
**Conclusion:** Yes
- Member Id:** SF0080719 **Name:** Suresh Kumar Yadav **Department:** Operations  
**Decision:** Termination **Committee type:** CommitteeMembers  
**Observation:** Financial Fraud  
**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. Kamlesh Kumar Verma has violated Company's rules and is guilty of the charges mentioned under the said category in the Show Cause Notice dated 16/04/2025 and the Detailed Show Cause Notice (DSCN) issued post Fraud Investigation dated 17/04/2025.**

Inquiry Committee / Officer

Date: 22/06/2025

### **Annexures**

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