

Jasthi Venkata Rama Krishna Chowdary

From: Arif Anwar
Sent: Wednesday, November 19, 2025 4:40 PM
To: DAPS Admin
Cc: Dibyendu Bhattacharyaya; Dalpreet Kaur; Palanisamy Annamalai; arifshr@gmail.com
Subject: RE: Detailed Show Cause Notice DC-FY-2025-05181
Attachments: Gmail - Invoice for your Outstation Ride CRN9828142274.pdf; 1757955773 - 5020.00 To VARUNENDRA SINGH on Google Pay.png; TA/DA -15th Sep - 30th Sep 2025_Arif Anwar; RE: Settlement - Arif Anwar

Dear Sir / Mam,

Greetings!

Apologies for the delay in response as I was on leave. Below are my responses to the charges put on me

1. You had misused of advances taken from the organization for the training purpose, where you have not intimated about the cancelled training sessions for which you have taken the advances and not refunded to the company in time as per the process

Response – **Sir, this is to update everyone that all advances taken by me which were not utilised in training has been returned to the organisation. Yes , I agree that the TAT was not followed to return the advance amount to the organisation but as there was an advance which was showing against my name and records hence I was actively in contact with Mr. Naresh P from finance team and was also updating him regularly as soon as a portion of the amount was deposited in the company's account.**

During the last phase , I had also interacted with Subhranshu Sir on this to allow me to pay the remaining amount that is pending from my salary by deducting it from the there. During several intervals , I was asked to pay back specific amount that was pending from my end by Mr. Naresh P and I had done that , also confirmed that with screenshots to him. In no case , I had not responded to him rather actively interacted and returned the due amount as it was my responsibility.

Sir, to clarify there was no intention from my end to do any fraudulent activity or to impact the company's finance directly or indirectly. Yes I agree that the TAT was not followed but I was very clear from day 1 to Mr Naresh P that the entire amount will be deposited back to the company's account and the same was done.

2. You had submitted the inappropriate values of TA DA while claiming the same and submitted suspicious bills.

Response – Please allow me to clarify the point in detail as was escalated by Mr Azeem from TA team. The points raised by him and the responses were following

- 1- CAB fare pertains to dated 15th Sep 2025, From Jabalpur to Sagar distance ~ 194 km, as there is a feasibility to take public transport or shared transport you have opted for private Taxi, let us know the exigency in opting private taxi and we are not able to see service provider/ Source of booking details in the bills. Request you to share service provider details & source of Taxi booking – I had travelled to 4 regions in 4 days to conduct the JLG training for CM and AVP's hence it was mandatory for me to leave the city in the evening for the other city in the evening itself as soon as the training would have got over.

The public transport system is not very strong between Jabalpur and Sagar , the time in which in which I had to leave for Sagar (in the evening) did not have a proper public transport availability and the available transport would have reached me midnight to a new city. Ravi (TM – Sagar) also travelled with me to Sagar and that time the only option that I had was a hire a cab as I had to reach Sagar any how that night, in actuals I had booked an OLA outstation which charged me RS 5020 (4778 + 242 additional taxes).

The cab charges came up to be higher than what it was actually shown initially as there was a route change done due to road blockage. Hence, I decided to claim a portion of the bill which is 3600 instead of 5020. Eventually for this cab travel my actual claim was much lesser than the original bill amount.

I got the billing done by a local agency of car travels as I was claiming the portion of the entire amount which was much lesser than the actual amount. The original bill together with the payment slip is attached with this mail for your reference and validation.

- 2- Bus ticket pertains to 16th Sep 2025 from Sagar to Bhopal, the travel departure time 18.30 and dropping time 21.40 the distance of travel is ~ 170 Km and we would like to know the reason for booking a sleeper with huge cost of Rs:1400/- for 3 hrs travel. However, travel on 24th Sep 2025 from Deoghar to Kolkata distance ~ 320km charged @ 1500/- The bus taken from Sagar to Bhopal was a last minute decision as I had complete the session and immediately I had to leave for the next city as told earlier hence I had to take a running bus which charged exorbitantly high and I had no train options for that day left.

Cab charges were too high again hence I had to pay a higher amount and the local communication system in such cities makes it difficult to travel in the evening and getting a proper bus bill is also another challenge. The above issues in communication can be checked through travel portals hence I had to go for an option which was locally managed.

There is only 1 NON AC SEATER bus that is registered under red bus for Deoghar to Kolkata and that too has dynamic charges with prices starting from 700 and above .

But there are numbers of AC buses both government and private (sleeper / semi sleeper / seater) which are not registered under any portals for booking and people avail them. I availed that type of a bus too .

During this travel of Deoghar I was also accompanied by the SVP – WB/JH as this training was for CM and above for JLG hence the genuineness of the travel might also be validated.

During the above three cases as I did not have any bill with me hence, I has contacted a local travel agency who could get me these bills, and I got those bills. This I had also mentioned during my last explanation for the TD/DA.

Again, in the above case , I want to state that there was completely no intention to hurt the company's finances directly or indirectly. I tried to claim the amount that was genuinely spent on the travel without which I would have lost a good sum of money which was spent on travel.

Also with this , I want to highlight few issues pertaining to TA/DA claim from the employee point of view

- For every regular claim which are under the eligibility of an employee then also the TA teams ask for multiple approval from L1 on same subject.
- TA amount being deducted even after proper justification and approvals.
- If by any chance, there are bus bills and cab bills those are missing then rather than escalating the TA team gives the reimbursement in terms of amount per KM travelled and this results in deduction in huge amount from bills.
- TA team asks for Auto bills whereas we do not get bills in auto and this is being escalated a lot of times from my end.
- TA team questions genuine cab bills of OLA and Uber , saying that “high amount paid and less kms travelled”. How will am employee control price points of Uber and OLA.

Finally , I want to reiterate that yes , I understand there has been lapses and also I have not maintained the TAT in few cases but in no case it was intentional and it intended to impact the company's finances.

When it comes to reduce the expenses then I would say that East + MP is the only zone where we have negotiated and reduced the per day per person training cost (including fooding and lodging) to Rs 390 and this the lowest that we have spent till now. I have extremely cautious of the cost and have always worked towards reducing it.

I want to request the forum to consider the lapses from my end as unintentional and also request the forum to take a decision which does not impact my career. I ensure that this will not be repeated in future.

Thank you.

Regards,

Arif Anwar

Associate Vice-President | Training and Development | East Zone

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From: DAPS Admin <dapsadmin@spandanasphoorty.com>

Sent: 12 November 2025 12:03

To: Arifshr@gmail.com; Arif Anwar <arif.anwar@spandanasphoorty.com>

Cc: Dibyendu Bhattacharyaya <dibyendu.bhattacharyaya@spandanasphoorty.com>; Dalpreet Kaur <dalpreet.kaur@spandanasphoorty.com>

Subject: Detailed Show Cause Notice DC-FY-2025-05181

Dear Arif Anwar,

This is to inform you that a detailed Show Cause Notice (SCN) has been issued in relation to Case DC-FY-2025-05181, which was registered on 12/11/2025 concerning the charges of Financial.

The SCN provides a comprehensive overview of the allegations, along with supporting evidence and relevant findings. You are requested to review the document thoroughly and provide your formal written response within 3 weeks from the receipt of this notice.

Failure to submit your response within the stipulated timeframe will lead to the company initiating further actions as per its policies and procedures, which may include disciplinary measures.

Please refer to the attached detailed SCN for full information and proceed accordingly.

Best regards

To reply regarding this case, please [click here](#).