



SPANDANA

Date: 24/06/2025

EX-PARTE INQUIRY REPORT

Background:

This is with reference to the case registered on 17/04/2025, under Financial misconduct, with allegations of Pre-closure Misappropriation against Mr./Ms./Mrs. **Mansoor Khan**, bearing the Emp. ID - SF0049652. The employee has not taken due care while discharging his/her duties, and the charges mentioned in: The Detailed Show Cause Notice (DSCN) was issued on 06/05/2025. (Copy of the SCN letter is attached as **Annexure - I**)

A Notice of Inquiry was issued to the alleged employee, vide letter dated 18/06/2025, informing that Mr./Ms./Mrs. Mansoor Khan, to present him/her self for the Internal Inquiry proceedings which was addressed by the Disciplinary Inquiry committee/Officer, scheduled on 18/06/2025. (Copy of the Notice of Inquiry letter is attached as **Annexure -II**)

On the 18/06/2025 (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 16/04/2025 from Mr./Ms./Mrs. Manjunatha A SF0031364 Associate Vice President, it was informed to the management that Mr./Ms./Mrs. Mansoor Khan SF0049652 Branch Manager allegedly committed misconduct under Pre-closure Misappropriation on 01/08/2024. The complaint mail is attached as **Annexure -III**.

Employee has not responded to the 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. [1744794366301_Sanjeev murthy & Mansoor Khan Parclose Froud Find out .msg](#)

Fraud Investigation Files:

1. [1746258043401_Fraud Investigation Report - KA Sira - KAGL0185 Complaint No FN25-26-00233.msg](#)

Thereafter, an opportunity was given to Mr./Ms./Mrs. Mansoor Khan 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.

1. **Member Id:** SF0083293 **Name:** Gowrishankar D B **Department:** Internal Audit
Decision: Termination **Committee type:** CommitteeMembers
Observation: Agree with DAC members decision.
Conclusion: Yes
2. **Member Id:** SF0091077 **Name:** Shivaraj MH **Department:** Human Resource
Decision: Termination **Committee type:** CommitteeMembers
Observation: Discussed with Operations and Audit team during ZDAC meeting. Employee did not attend meeting and not responded SCN/DSCN too. It has been observed and concluded that employee was involved in financial misappropriation. Hence recommending for Termination.
Conclusion: Yes
3. **Member Id:** SF0067849 **Name:** Mahesh Halemane **Department:** Operations
Decision: Termination **Committee type:** CommitteeMembers
Observation: Emp not attended the meeting so, concluded as 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. Mansoor Khan has violated Company's rules and is guilty of the charges mentioned under the said category in the Detailed Show Cause Notice (DSCN) issued on 06/05/2025.

Inquiry Committee / Officer

Date: 24/06/2025

Annexures

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