



SPANDANA

Show Cause Notice

Date : 17/12/2025

To,
Employee Name : Aman Kumar
Employee ID : SF0085233
Designation : Credit Assistant
Branch : BH3022

Subject : Show Cause Notice

Dear Aman Kumar,

With reference to the complaint number DC-FY-2025-05722 which has been reported on 17/12/2025.

It has been reported that due care is not taken by you while discharging your job responsibilities. An allegation of Process lapse under Non-Financial misconduct has been made against you. It has been found that

An allegation for negligence in LUC process violating the Code of conduct" has been made against you. Such practices lead to the departmental integrity issue and against the company policy.

You are hereby informed that any deviation on the part of any official of the Company while discharging the official responsibilities or any other deviation from the Company policies during the same is serious misconduct as per the policy and procedures of the Company.

The above act of yours if proven will amount to serious misconduct on your part and gross violation of the Company's Disciplinary policy & procedures and attract serious disciplinary actions.

Given the above you are asked to explain/reply through the mail id or the mobile number which was registered as per the company records, if any, within 48 hours from day of receipt of this show cause notice that why disciplinary action should not be taken against you as per the policy of the Company, failing to which the Company will proceed in the matter as per the records available, on the presumption that you have no explanation and have accepted the above alleged charges.

For Spandana Sphoorty Financial Limited
Authorized Signatory

Ranjeeta Gupta
Vice President (Human Resources)

सेवा में

श्रीमान H.R महोदय

विषय - SCN आने के संबंध में
महोदय - संवेनय निवेदन यह है कि मैं अमन कुमार
EMPLY ID - SF0085233 जो कि BRANCH
गजदीशपुर BH में कार्यरत हूँ जो कि LUC
मुखससे गलत अपलोड हो गया जिसके
कारण SCN LETTER आ गया

अब! - श्रीमान से निवेदन है कि मुखससे जो LUC सम्बंधित
गलती हुई है उसे दृमा किया जाये दूसरी बार
ऐसी गलती नहीं होगी और मेरा INCENTIVE HOLD
नहीं किया जाये

दिनांक - 18/12/25

आफका विवेकासी EMPLOY
नाम - अमन कुमार
BRANCH - गजदीशपुर BH (3022)
EMPLY ID - SF0085233 - Aman Kumar