



## SPANDANA

### Show Cause Notice

Date : 17/12/2025

To,  
**Employee Name :** Dharmraj Kumar Yadav  
**Employee ID :** SF0097596  
**Designation :** Credit Assistant  
**Branch :** BH3956

### Subject : Show Cause Notice

Dear Dharmraj Kumar Yadav,

With reference to the complaint number DC-FY-2025-05714 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

श्री मान HR महोदय Sir

विषय -> LUC जल्द उपरोक्त होने के  
संबंध में.

महोदय सविनय निवेदन यह है कि मैं

Dharmraj Yadav - EMP - H - SF0097596

जो कि Navtar-2 BH(3956) शाखा में  
कार्य कर रहा हूँ।

मैंने द्वारा कुछ LUC जल्द उपरोक्त

हो गया था।

अतः श्री मान से नमू निवेदन है कि ऐसा जल्दी  
फिर से नहीं होगा. मुझे क्षमा किया जाए

उत्तर मेरा Incentive Houd नहीं किया  
जाए

नाम - धर्मराज यादव

EMP -> SF0097596

दिनांक - 19/12/2025

Dharmraj Yadav