



Case Id: DC-FY-2025-05789

Date: 22/07/2026

EX-PARTE INQUIRY REPORT

Background:

This is with reference to the case registered on 22/12/2025, under Financial misconduct, with allegations of Collection Misappropriation against Mr./Ms./Mrs. **Jagabandhu Jena**, bearing the Emp. ID - SF0069953. 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 26/12/2025. (Copy of the SCN letter is attached as **Annexure - I**)

A Notice of Inquiry was issued to the alleged employee, vide letter dated 23/01/2026, informing that Mr./Ms./Mrs. Jagabandhu Jena, to present him/her self for the Internal Inquiry proceedings which was addressed by the Disciplinary Inquiry committee/Officer, scheduled on 27/01/2026. (Copy of the Notice of Inquiry letter is attached as **Annexure -II**)

On the 27/01/2026 (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 22/12/2025 from Mr./Ms./Mrs. Suryakanta Sathuamahapatra SF0043187 Senior Manager, it was informed to the management that Mr./Ms./Mrs. Jagabandhu Jena SF0069953 Senior Credit Assistant allegedly committed misconduct under Collection Misappropriation on 10/02/2025. 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. [1769599372111_Jajpur Road-FN25-26-03287.pdf](#)

Fraud Investigation Files:

1. [1766470426524_SSFL Fraud Investigation Report -Jajpur Road ORGL0463-FN25-26-03287.xlsx](#)

1. [1766470426524_Evidence-Jajpur Road ORGL0463-FN25-26-03287.zip](#)

Thereafter, an opportunity was given to Mr./Ms./Mrs. Jagabandhu Jena to verify/examine the witness/evidence in their defence.

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:** SF0077378 **Name:** Dalpreet Kaur **Department:** Human Resource
Decision: Termination **Committee type:** CommitteeMembers
Observation: Financial Fraud
Conclusion: Yes
2. **Member Id:** SF0070624 **Name:** Sanjaya Kumar Sahoo **Department:** Operations
Decision: Termination **Committee type:** CommitteeMembers
Observation: Already Termination
Conclusion: Yes
3. **Member Id:** SF0043187 **Name:** Suryakanta Sathuamahapatra **Department:** Internal Audit
Decision: Termination **Committee type:** CommitteeMembers
Observation: 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. Jagabandhu Jena 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 26/12/2025.

Inquiry Committee / Officer

Date: 22/07/2026

Annexures

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