



## SPANDANA

Date: 20/06/2025

### **EX-PARTE INQUIRY REPORT**

#### **Background:**

This is with reference to the case registered on 04/04/2025, under Financial misconduct, with allegations of Pre-closure Misappropriation against Mr./Ms./Mrs. **Mukesh Kumar Chahar**, bearing the Emp. ID - SF0078375. The employee has not taken due care while discharging his/her duties, and the charges mentioned in: Initial SCN dated 09/04/2025 and Detailed Show Cause Notice (DSCN) issued post Fraud Investigation on 14/04/2025. (Copy of the SCN letter/s is attached as **Annexure - I**)

A Notice of Inquiry was issued to the alleged employee, vide letter dated 12/05/2025, informing that Mr./Ms./Mrs. Mukesh Kumar Chahar, to present him/her self for the Internal Inquiry proceedings which was addressed by the Disciplinary Inquiry committee/Officer, scheduled on 14/05/2025. (Copy of the Notice of Inquiry letter is attached as **Annexure -II**)

On the 14/05/2025 (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 02/04/2025 from Mr./Ms./Mrs. Anirudha Pareek SF0085441 Associate Vice President, it was informed to the management that Mr./Ms./Mrs. Mukesh Kumar Chahar SF0078375 Branch Manager allegedly committed misconduct under Pre-closure Misappropriation on 12/02/2025. The complaint mail is attached as **Annexure -III**.

Also, it has been presented that the Show Cause Notice dated 09/04/2025 was issued to Alleged Employee Mukesh Kumar Chahar against the alleged charges. After that, considering that Mr./Ms./Mrs. Mukesh Kumar Chahar's presence in the branch would potentially lead to influencing the evidence specific to the alleged charges, a suspension letter was issued to him on 09/04/2025. A copy of the same is attached as **Annexure -IV**.

Employee has not responded to the Show Cause Notice issued.

Employee has not responded to the Detailed 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. [1743663544984\\_RE\\_Staff Fraud @ Mukesh Chahar \(SF0078375\).msg](#)

Fraud Investigation Files:

1. [1744102972230\\_Evidence RJ\\_Udaipurwati RJ3512.zip](#)
1. [1744102972230\\_Fraud Investigation Report RJ\\_Udaipurwati RJ3512.xlsx](#)

Thereafter, an opportunity was given to Mr./Ms./Mrs. Mukesh Kumar Chahar 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.

- Member Id:** SF0076555 **Name:** Arvind Kumar Maurya **Department:** Internal Audit  
**Decision:** Termination **Committee type:** CommitteeMembers  
**Observation:** Dear Team, Based on Business team information, the internal audit conducted in April 2025 identified a fraudulent activity amounting to Rs. 20,657/-. It was observed that Branch Manager Mukesh Kumar Chahar (Employee ID: SF0078375) collected the pre-closure amount from the borrower but did not update the same in the FIMO system. Consequently, during the CLV process, the amount of Rs. 20,657/- was erroneously posted in FIMO. Additionally, the Branch Manager collected a pre-closure amount of Rs. 20,657/- from one borrower but failed to record this transaction in FIMO  
**Conclusion:** Yes
- Member Id:** SF0080719 **Name:** Suresh Kumar Yadav **Department:** Operations  
**Decision:** Termination **Committee type:** CommitteeMembers  
**Observation:** Financial fraud  
**Conclusion:** Yes
- Member Id:** SF0071589 **Name:** Mohit Kishore Prasad **Department:** Human Resource  
**Decision:** Termination **Committee type:** CommitteeMembers  
**Observation:** L1 level misconduct  
**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. Mukesh Kumar Chahar has violated Company's rules and is guilty of the charges mentioned under the said category in the Show Cause Notice dated 09/04/2025 and the Detailed Show Cause Notice (DSCN) issued post Fraud Investigation dated 14/04/2025.**

Inquiry Committee / Officer

Date: 20/06/2025

## **Annexures**

- [Annexure - 1 \( Show Cause Notice \)](#)
- [Annexure - 1 \( Show Cause Notice \)](#)
- [Annexure - 2 \( Notice of Inquiry \)](#)
- [Annexure - 4 \( Suspension Letter \)](#)