

Dear Sir...

Sub → Clarification on Allegation of Supervisory Failure - Chandbali Branch

I am Ranjan Kumar Khanda (SF00521308), currently working as Branch manager at Basudevpara Branch. I am writing this mail in reference to the complaint registered against me regarding alleged Supervisory failure under Non-Financial misconduct.

I would like to submit my clarification related to the said allegation during my tenure as Branch manager at Chandbali Branch. In the same month, three employees were involved in fraudulent activities.

One employee absconded during the demand date after collecting EMIS, which were not deposited at the Bank. He was also involved in pre-closure of Member Loans, and the collected amounts were not deposited.

The other two employees absconded on non-demand date. They collected EMIS from Standard bucket Members who had provided PTP dates, but failed to deposit the amounts at the branch. They were also involved in pre-closure of Member Loans, and the amounts were not deposited.

As soon as I became aware of these fraudulent activities, I immediately informed the cluster manager with supporting evidence and requested for case load verification through audit.

I acknowledge that there were gaps in my supervision of employees during that period. I sincerely regret the same, and assure you that I am taking this as a serious learning. I commit to improving my supervisory skills and implementing improved tracking and monitoring mechanisms to ensure such incidents do not recur and to maintain a fraud-free branch.

I request you to kindly consider my explanation.

Yours Sincerely,  
Ranjan Kumar Khanda  
SP0054308  
Branch Manager,  
Basuderpet Branch.