



SPANDANA

Date: 11/10/2025

INQUIRY REPORT

Background:

This is with reference to the case registered on 22/04/2025, under Financial misconduct, with allegations of Pre-closure Misappropriation against Mr./Ms./Mrs. **Jaideep Jaideep**, bearing the Emp. ID - SF0080576. The employee has not taken due care while discharging his/her duties, and the charges mentioned in:

Initial SCN dated 23/04/2025 and Detailed Show Cause Notice (DSCN) issued post Fraud Investigation on 19/05/2025. (Copy of the SCN letter/s is attached as **Annexure - I**)

A Notice of Inquiry was issued to the alleged employee, vide letter dated 03/06/2025, informing that Mr./Ms./Mrs. Jaideep Jaideep, to present him/her self for the Internal Inquiry proceedings which was addressed by the Disciplinary Inquiry committee/Officer, scheduled on 03/06/2025. (Copy of the Notice of Inquiry letter is attached as **Annexure -II**)

On the 03/06/2025 (Inquiry date), the following parties were present for Inquiry proceedings:

1. Alleged Employee - Mr./Ms./Mrs. Jaideep Jaideep (SF0080576 , Credit Assistant)
2. Mr./Ms./Mrs. Mohit Kishore Prasad (SF0071589 , Deputy Vice President)
3. Mr./Ms./Mrs. Vipin Yadav (SF0071928 , Senior Vice President)
4. Mr./Ms./Mrs. Arvind Kumar Maurya (SF0076555 , Associate Vice President)

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 21/04/2025 from Mr./Ms./Mrs. Amit Kumar Chaudhry SF0072408 Cluster Manager, it was informed to the management that Mr./Ms./Mrs. Jaideep Jaideep SF0080576 Credit Assistant allegedly committed misconduct under Pre-closure Misappropriation on 08/04/2025. The complaint mail is attached as **Annexure -III**.

Also, it has been presented that the Show Cause Notice dated 23/04/2025 was issued to Alleged Employee Jaideep Jaideep against the alleged charges. After that, considering that Mr./Ms./Mrs. Jaideep Jaideep'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 23/04/2025. A copy of the same is attached as **Annexure -IV**.

And also then presented the alleged employee's reply to the Show Cause Notice via letter dated 28/04/2025, which is attached as **Annexure - V**.

And then presented the alleged employee's reply to the Detailed Show Cause Notice via letter dated 26/05/2025, which is attached as **Annexure - V**.

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: No evidence files found.

Fraud Investigation Files:

1. [1747380980731_Evidence.zip](#)
1. [1747380980731_Fraud Investigation Report UP Bahraich UP3443.xlsx](#)

Thereafter, an opportunity was given to Mr./Ms./Mrs. Jaideep Jaideep to verify/examine the witness/evidence in their defense.

Submissions from Alleged Employee:

Mr./Ms./Mrs. Jaideep Jaideep presented their defense statement and evidence as follows:

Mr./Ms./Mrs. Jaideep Jaideep stated : " **the branch was aware of this and the employee had no intention of any kind of fraud and during the audit no issue was found during the entire job tenure, so The decision of the ZDAC is closed with warning**"

Where applicable, the statement/evidence/witness of Mr./Ms./Mrs. Jaideep Jaideep during the proceedings is included as **Annexure -VI**.

The inquiry was closed after confirming with all parties that they had full opportunity to present witnesses and evidence, and to examine and cross-examine, with nothing else to be presented in the Inquiry.

Observations:

Observations of the inquiry committee/officers based on the evidence produced/submitted by the alleged employee and/or complainant.

- Member Id:** SF0071589 **Name:** Mohit Kishore Prasad **Department:** Human Resource
Decision: Warning letter **Committee type:** CommitteeMembers
Observation: Based on all the facts, money has been taken on field, the client money had with Jaideep, the branch was aware of this and the employee had no intention of any kind of fraud and during the audit no issue was found during the entire job tenure, so The decision of the ZDAC is closed with warning
Conclusion: Yes
- Member Id:** SF0071928 **Name:** Vipin Yadav **Department:** Operations
Decision: Warning letter **Committee type:** CommitteeMembers
Observation: ok as per the enquiry done
Conclusion: No
- Member Id:** SF0076555 **Name:** Arvind Kumar Maurya **Department:** Internal Audit
Decision: Warning letter **Committee type:** CommitteeMembers
Observation: As per DAC, he had taken a preclose amount from a client named Sheela, but due short amount, BQM was not able to close in the system. In between, he was transferred to the Ayodhya branch the same day, and he could not deposit that money nor return it to the client. It was already communicated to BM/BQM. Once the rest amount was paid by the borrowers. He deposited an amount at the branch. The mistake is that money is kept by himself while BQM can keep it at the branch with a note. He apologized for this mistake; hence, we are closing this case with a warning letter.
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 while there is no adequate evidence to support that Mr./Ms./Mrs. Jaideep Jaideep violated Company's rules and is not guilty of the charges mentioned under the said category in the Show Cause Notice dated 23/04/2025 and the Detailed Show Cause Notice (DSCN) issued post Fraud Investigation dated 19/05/2025, there was a process deviation in the case.

Inquiry Committee / Officer

Date: 11/10/2025

Annexures

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