



SPANDANA

Date: 30/05/2025

EX-PARTE INQUIRY REPORT

Background:

This is with reference to the case registered on 22/04/2025, under Non-Financial misconduct, with allegations of Consumption of alcohol on duty/entering office premises in an inebriated state, Abusive behaviour against Mr./Ms./Mrs. **Sahil Sagar Dash**, bearing the Emp. ID - SF0093624. The employee has not taken due care while discharging his/her duties, and the charges mentioned in:
The SCN was issued on 23/04/2025. (Copy of the SCN letter is attached as **Annexure - I**)

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

On the 05/05/2025 (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 22/04/2025 from Mr./Ms./Mrs. Kalandi Charan Maharana SF0093935 Customer Retention Manager, it was informed to the management that Mr./Ms./Mrs. Sahil Sagar Dash SF0093624 Customer Retention Associate allegedly committed misconduct under Consumption of alcohol on duty/entering office premises in an inebriated state, Abusive behaviour on 22/04/2025. 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. [1745321970535_Complaint against SF0093624.msg](#)

Fraud Investigation Files: No Fraud Investigation evidence is presented, as this case may not require such an investigation.

Thereafter, an opportunity was given to Mr./Ms./Mrs. Sahil Sagar Dash 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:** SF0077378 **Name:** Dalpreet Kaur **Department:** Human Resource
Decision: Termination **Committee type:** CommitteeMembers
Observation: Serious allegations against Mr. Sahil Kumar Das regarding consumption of alcohol during working hours was reported. It was reported that Mr. Sahil consumed alcohol, subsequently reported to the branch, and exhibited inappropriate behaviour by using abusive language towards senior staff members. Additionally, he allegedly attempted to physically assault Vice President Biswanath Swain at Berhampur RO . The Committee decided for Termination
Conclusion: Yes
- Member Id:** SF0043187 **Name:** Suryakanta Sathuamahapatra **Department:** Internal Audit
Decision: Termination **Committee type:** CommitteeMembers
Observation: Consumption of alcohol on duty/entering office premises in an inebriated state, Abusive behaviour with senior.
Conclusion: Yes
- Member Id:** SF0070624 **Name:** Sanjaya Kumar Sahoo **Department:** Operations
Decision: Termination **Committee type:** CommitteeMembers
Observation: Violating code of conduct by drinking alcohol.
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. Sahil Sagar Dash has violated Company's rules and is guilty of the charges mentioned under the said category in the Show Cause Notice dated 23/04/2025.

Inquiry Committee / Officer

Date: 30/05/2025

Annexures

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