



SPANDANA

Date: 22/06/2025

EX-PARTE INQUIRY REPORT

Background:

This is with reference to the case registered on 24/04/2025, under Financial misconduct, with allegations of Theft against Mr./Ms./Mrs. **Mahesh Kumar Yadav**, bearing the Emp. ID - SF0091792. The employee has not taken due care while discharging his/her duties, and the charges mentioned in: Initial SCN dated 28/04/2025 and Detailed Show Cause Notice (DSCN) issued post Fraud Investigation on 30/04/2025. (Copy of the SCN letter/s is attached as **Annexure - I**)

A Notice of Inquiry was issued to the alleged employee, vide letter dated 09/06/2025, informing that Mr./Ms./Mrs. Mahesh Kumar Yadav, to present him/her self for the Internal Inquiry proceedings which was addressed by the Disciplinary Inquiry committee/Officer, scheduled on 10/06/2025. (Copy of the Notice of Inquiry letter is attached as **Annexure -II**)

On the 10/06/2025 (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 23/04/2025 from Mr./Ms./Mrs. Utkarsh Agarwal SF0072486 Vice President, it was informed to the management that Mr./Ms./Mrs. Mahesh Kumar Yadav SF0091792 Branch Quality Manager allegedly committed misconduct under Theft on 21/04/2025. The complaint mail is attached as **Annexure -III**.

Also, it has been presented that the Show Cause Notice dated 28/04/2025 was issued to Alleged Employee Mahesh Kumar Yadav against the alleged charges. After that, considering that Mr./Ms./Mrs. Mahesh Kumar Yadav'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 05/05/2025. 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. [1745470814937_RE_Opping balance - 67560.msg](#)

Fraud Investigation Files:

1. [1745919932247_Fraud Investigation Report RJ Malpura RJ3504.xlsx](#)

1. [1745919932247_Evidence RJ Malpura RJ3504.zip](#)

Thereafter, an opportunity was given to Mr./Ms./Mrs. Mahesh Kumar Yadav 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.

1. **Member Id:** SF0080719 **Name:** Suresh Kumar Yadav **Department:** Operations
Decision: Termination **Committee type:** CommitteeMembers
Observation: Financial fraud
Conclusion: Yes
2. **Member Id:** SF0071589 **Name:** Mohit Kishore Prasad **Department:** Human Resource
Decision: Termination **Committee type:** CommitteeMembers
Observation: L1 misconduct and staff is involved
Conclusion: Yes
3. **Member Id:** SF0076555 **Name:** Arvind Kumar Maurya **Department:** Internal Audit
Decision: Termination **Committee type:** CommitteeMembers
Observation: L1 as per policy.
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. Mahesh Kumar Yadav has violated Company's rules and is guilty of the charges mentioned under the said category in the Show Cause Notice dated 28/04/2025 and the Detailed Show Cause Notice (DSCN) issued post Fraud Investigation dated 30/04/2025.

Inquiry Committee / Officer

Date: 22/06/2025

Annexures

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