



# SPANDANA

## Detailed Show Cause Notice

Date : 30/4/2025

To,  
**Employee Name** : Satish Singh  
**Employee ID** : SF0088832  
**Designation** : Credit Assistant  
**Branch** : RJ3248-Khajuwala

### Subject : Detailed Show Cause Notice

Dear Satish Singh,

With reference to the complaint number DC-FY-2025-00825 which has been reported on 24/04/2025.

Following your exit on 30/09/2024 by way of resignation/termination from the organization, it has been allegedly reported that you were involved in a Financial Misappropriation. Consequently, the Company initiated an internal investigation. It has been found that

It has been found that "You have collected 01 EMI amount of total Rs.2,780/- on 07th August-2024 from the Borrower- Sarvjeet Kaur for Loan No- 354730576 which were not posted in FIMO nor submitted at the branch.

### IA Observations

Fraud Investigation Required :	Yes
Total Fraud Amount	2780
Amount Recovered as On Date	0
Due Amount	2780

Remarks : Dear Team, As per the findings of the Internal Audit (IA) Team during the verification conducted in April 2025, it was observed that a fraud amounting to Rs. 2780/- has taken place. Specifically, the Loan Officer, Satish Singh(SF0088832), collected amounts from borrowers but failed to perform the following actions: The collected amount was not posted in FIMO. The collected amount was not deposited in the branch. Additionally, it was observed that the Loan Officer collected EMI payments from one borrower, amounting to Rs. 2780/-, and the same amount is pending for recovery.

You are hereby informed that any deviation on the part of any official of the Company while discharging the official responsibilities or any other deviation from the Company policies during the same is serious misconduct as per the policy and procedures of the Company.

The above act of yours if proven will amount to serious misconduct on your part and gross violation of the Company's Disciplinary policy & procedures and attract serious disciplinary actions.

Given the above you are asked to explain/reply through the mail id or the mobile number which was registered as per the company records, if any, within 21 days of receipt of this show cause notice that why disciplinary action should not be taken against you as per the policy of the Company, failing to which the Company will proceed in the matter as per the records available, on the presumption that you have no explanation and have accepted the above alleged charges.

**For Spandana Sphoorty Financial Limited**  
**Authorized Signatory**

**Radhakrishna Eale**  
**Senior Vice President (Human Resources)**