

From.

Arun Sudhakaran

SFOO 62948.

Udumbanchola Branch

To

Sanjay Dath

AH. Kattappana Area

Sub: explanation Regarding closing cash issue
on 29th April 2026

Dear H.R

I would like to clarify the matter raised in the show cause notice Regarding cash closing on 29th April 2026. which was a Wednesday my branch had heavy demand and collections. we were completed late at night we did not receive any prior notification during the day regarding the requirement to make the closing cash zero.

At 6:30 PM we received an email from the Accounts team instructing us to ensure cash closing is zero before 6:00. I was ready to comply with the instruction. However, shortly after we received another email from the Accounts team asking us to ignore the previous mail.

Due to this conflicting communication the late collection cash was not deposited that night. There was no negligence on the part of the branch team.

I have attached both emails for our reference. kindly review the details and consider this explanation.

Date: 15/05/2026

Sincerely.

Arun Sudhakaran.