

ALPINE ESTATES

103, First Floor, Hariganga Complex, Ranigunj, Secunderabad - 500 003.
Phone : +91-40-66335551, Fax :

SHOWCAUSE NOTICE

To,
Mr. Jagdish Babu,,
R/o. 63/2RT, MCH Colony,
Malakpet,
Hyderabad – 500 036.

Date: 11.07.2009

Mr. Jagdish Babu,

Sub.: Show cause notice pertaining to misappropriation official funds – absconding from duties without prior intimation or prior sanction of leave - Reg.

You have been appointed as an Admin Officer for Alpine Estates to take care of all admin activities at our site.

You have not been reporting the duties with effect from 15th June 09 without any intimation or prior sanction of leave and this situation has led to lot of dislocation of work at site.

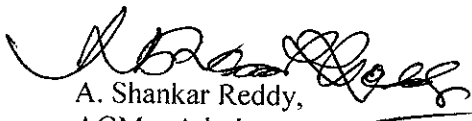
You have not handed the keys, books and misc. works to any one of the staff at the site and this has caused a lot of damage to our daily activities at site.

You were responsible at site for payments of certain misc. bills like water bill, midday meals bill for school going children and paper, etc. You had collected cash from the HO to clear the above bills, but you have not made payments to any one of above which amounts to Rs. 7,500/-

You sold some scrap at site worth of Rs. 19,500/- and the same was to be deposited at HO, but you neither deposited with HO nor handed over the money to any of our staff.

All above acts construdes deceit, cheating and dishonesty on your part. Hence show cause within 48 hours as to why legal action should not be taken against you. Any delay in this regard will be viewed seriously and a complaint against you shall be filed with the police or in the court of law.

For ALPINE ESTATES


A. Shankar Reddy,
AGM – Admin.

NOTE:- Send letter through Registrar
M.S.
AOR.