**DRAFT OF SHOW CAUSE**

**AFTER ENQUIRY**

By Hand, Regd. A.d., U.P.C.

 To

Dated:…………

Shri………………..

S/o…………………

Designation………..

Address……………

 **SUBJECT: -SHOWCAUSE**

 You have been served charge sheet dated ………….You had denied the charges & subsequently an enquiry was held. The enquiry officer in its finding has found charges proved against you

 You are hereby  called to show cause why an action  according to rules & regulations of company be taken against you on the basis of enquiry officers finding, which  we also  find true.

 You are given 7 days after the receipt of this show cause for reply.

 (AUTHORISED SIGNATORY)