

**ORDER CONSTITUTING INTERNAL COMPLAINT COMMITTEE (ICC) AT THE NEWTOWN
SCHOOL, KOLKATA**

Consequent to the enactment of the Prevention of Sexual Harassment of Women at Workplace (Prevention, Prohibition & Redressal) Act, 2013 ("Act") and in pursuance of the provisions of Section 4 of the Act, an Internal Complaints Committee ("ICC") must be constituted in every establishment/ workplace.

Accordingly, with regard to the above Act and for the effective enforcement of the Act The Newtown School, Kolkata ("NTS"), located at Premises 01-0279, Plot Nos. DD 257 & DB 201, Action Area I, New Town, Kolkata – 700156, West Bengal, India has constituted the ICC for The Newtown School, Kolkata, for the period 1st April 2026 to 31st March, 2029). The ICC shall receive complaints with respect to aforesaid premises.

Composition:

The Internal Complaints Committee consists of a Presiding Officer, Members from amongst the employees and also an external member.

The Presiding Officer and the Members of the ICC shall hold office of the ICC for the period stated above and shall terminate by efflux of time and/or on the resignation/termination as an employee of the organization and/or expiry/resignation of the tenure of the external member, whichever is earlier.

The members of the ICC formed at NTS, Kolkata are:

Sr	Name	Designation	Contact No.	Email Id
1	Mrs. Satabdi Bhattacharjee	Presiding Member	8584036700	satabdi.bhattacharjee@ntskolkata.org
2	Mr. Vineet Kansal	Member	9057642619	vineet.kansal@ntskolkata.org
3	Mrs. Sharmistha Dey	Member	8584036706	sharmistha.dey@ntskolkata.org
4	Mrs. Sonali Chakraborty	Member	9007792003	sonalichakraborty@ntskolkata.org
5	Mrs. Arina Dutta	Member	9830083309	arinadutta@ntskolkata.org
6	Mr. Subrata Roy	Member	7031112101	subrataroy@ntskolkata.org
7	Ms. Vinita Saraf	External Member	9831026200	vinita@ektara.org.in

For The Newtown School,



**SUNIL AGARWAL
FOUNDER DIRECTOR**

Place : Kolkata
Date: 01-04-2026