



# *University of Jaffna Alumni Association*

The Constitution

**Founded : Sept. 1999**

**EXTRACTS FROM THE MINUTES OF THE INITIATION MEETING :**

**ESTABLISHMENT OF UNIVERSITY OF JAFFNA ALUMNI ASSOCIATION**

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Prof. P. Balasundarampillai, the Vice Chancellor University of Jaffna initiated the move towards the long felt need of establishing "University of Jaffna Alumni Association". In his introductory speech at the initiation meeting held on 21-03-1999, Prof. P. Balasundarampillai said that :

1. He had been contemplating to form the University of Jaffna ALUMNI ASSOCIATION and that he was very happy that the time had come to fulfill the long felt need of the University.
2. This Association would be ideal to engage in Alma Mater for those 10,040 passed out Graduates of this University, since 1974.
3. This Association gives an excellent opportunity to the Graduates of this University to keep in touch with the University and help the University to grow in the future.
4. In the modern world the prosperity of the country is based mainly on knowledge. In order to help the University to face challenges, we have to look for new resources. In this regard the ALUMINI ASSOCIATION is the vital source that would provide us extended physical, moral, financial and specialist supports.



# THE CONSTITUTION OF THE UNIVERSITY OF JAFFNA ALUMNI ASSOCIATION

## **ARTICLE I : NAME**

The name of the Association shall be **University of Jaffna Alumni Association**, hereinafter referred to as 'The Association'.

## **ARTICLE II : LOCATION OF OFFICE**

The Registered Office of the Association for the transaction of business shall be located in the **University of Jaffna**, hereinafter referred to as 'The University'.

## **ARTICLE III : OBJECTIVES**

The objects of the Association shall be :

- (1) to encourage foster and promote close relations between the University and its alumni and amongst the alumni themselves;
- (2) to promote the interest of the alumni in the affairs of the University.
- (3) to promote the general interest and well-being of the University;
- (4) to ensure that alumni programs are initiated and developed for the benefit of the alumni and the University.
- (5) to assist and support the efforts of the University in its development and to advance the pursuit of academic excellence at the University;
- (6) to provide and disseminate information regarding the University, its graduates, faculties and students, to the alumni.

## **ARTICLE IV : MEMBERSHIP**

There shall be three categories of members: Ordinary - Life, Associate, Honorary

(1) Ordinary/Life Members :

Any person who has one or more of the following qualifications may become an ordinary / a life member of the Association.

- (i) graduate degree of the University
- (ii) postgraduate degree/diploma of the University
- (iii) diploma of the University
- (iv) external graduate degree of the University

(2) Associate Members

Any past student of the University who is not entitled to be an ordinary member, may become an associate member.

(3) Honorary Members

Any person who has rendered distinguished service to the University may be nominated by the Executive Committee and elected by the Association as an Honorary Member.

### **ARTICLE V : SUBSCRIPTION**

- a) The annual subscription for an ordinary member shall be Rs.100/=
- b) The annual subscription for an associate member shall be Rs. 50/=

➤ The annual subscription falls due on 1<sup>st</sup> of April of every year.

Any member who has not paid his subscription by the due date and fails to make such payment on being so informed, within a period of two months, shall cease to be a member.

The subscription for a Life member shall be Rs. 500/=.

### **ARTICLE VI : OFFICE BEARERS**

(1) Patron

The Patron of the Association shall be the Vice Chancellor of the University.



(2) The Office Bearers of the Association shall be:

- i) The President
- ii) The Vice-President
- iii) The Secretary
- iv) The Assistant Secretary
- v) The Treasurer
- vi) The Assistant-Treasurer

### **ARTICLE VII : ELECTION OF OFFICE BEARERS**

- (1) The office bearers of the Association shall be nominated by the Executive Committee and elected at an Annual General Meeting and shall hold office for a period of three years, provided that nominations for any post may be made by any member at the Annual General meeting.
- (2) All office bearers shall hold office until new office bearers are elected for the ensuing term;
- (3) No person shall be qualified to hold office unless he is, at the time of election, a member of the Association.

### **ARTICLE VIII : ALUMNI OFFICER**

The University shall appoint an Alumni Officer who shall be a permanent employee of the University.

### **ARTICLE IX : DUTIES OF OFFICE BEARERS**

1. The President shall exercise the powers associated with that position. He shall have responsibility for the interpretation and clarification of all procedural questions which may arise. He shall preside at all meetings of the Association.
2. The Vice-President shall assume the duties delegated to him/her and preside at meetings in the absence of the President.

3. With the Official Assistance of the Alumni Officer, the Secretary shall be responsible for :-

- a) recording minutes of all meetings,
- b) keeping all records of the Association and of the Executive Committee,
- c) circulating the minutes of the meetings of the Executive Committee and of the Association not less than seven days prior to each meeting,
- d) providing written notice of all meetings of the Association and the Executive Committee to all members as the case may be,
- e) convening special meetings of the Association or of the Executive Committee in accordance with Article XV (2) (c)
- f) preparing and presenting an annual Report to the Annual General Meetings, as approved by the Executive Committee.
- g) supervising and controlling the work of the employees of the Association.

#### **Assistant Secretary**

Shall assist the Secretary in his/her duties.

#### **The Treasurer**

- a) Shall be responsible for the financial control and accountability of the Association.
- b) shall prepare and present an annual audited statement of accounts to the Annual General Meeting as approved by the Executive Committee.
- c) shall assist the Executive Committee and any other committees referred to in Article XI (c) in financial planning connected with their areas of work.

#### **Assistant Treasurer**

shall assist the treasurer in his/her duties.



## **ARTICLE X : EXECUTIVE COMMITTEE**

- a) There shall be an Executive Committee which shall manage the affairs of the Association and shall consist of the following members :
  - i) Office bearers of the Association,
  - ii) Ten alumni duly elected by the Association,
  - iii) One member nominated annually by each affiliated Branch.
  - iv) The immediate past President of the Association.
- b) The ten Executive Committee members shall be elected at an Annual General Meeting and shall hold office for a period of one year.
- c) Nominations for the posts of the ten Executive Committee members shall be made by any member from the floor of the Annual General Meeting;
- d) Outgoing members of the Executive Committee shall be eligible for re-election.

## **ARTICLE XI : POWERS AND DUTIES OF THE EXECUTIVE COMMITTEE**

- a) To act for and to transact any business on behalf of the Association and to handle such other business as may be referred to it by the Association.
- b) To approve the Secretary's annual report and the Treasurer's audited annual statement of accounts to the Annual General Meeting;
- c) To appoint Standing Committee, Special Committees and such other committees and define their duties. Such committees may be appointed for periods determined by the Executive Committee.

## **ARTICLE XII : VACATION OF OFFICE**

For the purpose of these rules, the office of an office bearer of the Association or of any committee member becomes vacant if the office bearer or committee member :

- a) resigns his office by writing under his hand addressed to the Secretary
- b) ceases to be a permanent resident in the Island,
- c) fails without excuse acceptable to the Executive Committee to attend three consecutive meetings of the Executive Committee Members nominated by the Overseas affiliated Branches to the Executive Committee are exempted from this clause.
- d) ceases to be a member of the Association through death or any other clause.

### **ARTICLE XIII : VACANCIES**

Vacancies occurring in the Executive Committee or amongst the Office Bearers caused by death or any other reason what ever shall be filled by the Executive Committee on a majority vote. The newly elected office Bearers or members of the Executive Committee shall serve for the remainder of office of the term of those replaced.

### **ARTICLE XIV : AFFILIATED BRANCHES**

- (1) Alumni Branches comprising the alumni may be formed by making an application in writing to the Executive Committee requesting approval for the inauguration of the proposed Branch, endorsed by the signatures of not less than 25 graduates of the University. On receiving the approval of the Executive Committee for the establishment of the Branch the signatories may proceed with its inauguration. Such Branches shall seek to further the educational, social and other interests of their alumni and the University and shall assist the Association in furthering its objects.
- (2) Powers
  - a) The Affiliated Branches may establish programmes and activities and may adopt constitutions and rules which are not repugnant to the constitution of the Alumni Association.



- b) No Affiliated Branches shall, without the prior approval of the Executive Committee, enter into activities for which the Association may become liable. Such approval shall be reflected in the minutes of the Executive Committee.

## **ARTICLE XV : MEETINGS**

- (1) An Annual General Meeting of the Association shall be held in March of every year at a time and place decided on by the Executive Committee. Where it is deemed by the Executive Committee in any year that the Annual General Meeting cannot be held in March, due notice shall be given of the new date of the Annual General Meeting and the reasons for the delay.
- (2) Special Meetings of the Association or the Executive Committee shall be held :
  - a) on the direction of the President ;  
or
  - b) on a decision of the Executive Committee  
or
  - c) On the written requisition of not less than fifty or one-tenth of the total number of members whichever is less, a special meeting of the Association shall be held within 30 days of the receipt of such requisition. On a written requisition of not less than six members a special meeting of the Executive Committee, shall be held within fourteen days of the receipt of such requisition.  
The members requisitioning the meeting shall state the purpose for which they wish a meeting to convened, stating clearly the purpose of the meeting.
- (3) The Executive Committee shall meet at least four times a year.
- (4) Notice of Meetings:

- a) Notice of the Annual General Meeting or any special meeting of the membership shall be in writing. The membership shall be notified at least three weeks prior to the date of the meeting.
  - b) Ten days' notice of an Executive Committee meeting shall be given to the members.
- (5) The Agenda of the meeting, whatever it be, shall be circulated to the members along with the Notice of the meeting by the Secretary. The President shall approve the agenda.
- (6) The quorum at an annual General or at a Special meeting of the Association shall be thirty. The quorum at a meeting of the Executive committee shall be eight. The quorum at a special General meeting and an Executive Committee meeting convened on written requisition as referred to in section (2) (c) of Article XV shall be 50 and 10 respectively.

### **ARTICLE XVI : INVALIDATION OF PROCEEDINGS**

No proceedings of the Association, the Executive Committee or any committee of the Association shall be invalidated merely by reason of the existence of a vacancy or of vacancies.

### **ARTICLE XVII : INCOME, PROPERTY AND FUNDS**

1. The income and property of the Association, shall be applied solely towards the promotion of the objects and purposes of the Association and no portion thereof shall be paid or transferred, directly or indirectly by dividend, bonus or otherwise, to any member of the Association except as provided for in Article XXI.

Funds of the Association for the maintenance and operation of the affairs of the Association shall be derived from :

- a) subscription from members,
- b) voluntary contributions from alumni, friends and well-wishers,
- c) contributions from the University and other organisations,
- d) other sources,



2. (i) The Executive committee may authorize in writing any officer or officers, agent or agents of the Association to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Association.
- (ii) All cheques, drafts or orders for the payment of money, notes or other evidence of indebtedness issued in the name of the Association shall be signed by the President or Vice President and the Treasurer or in his/her absence by the Assist. Treasurer.
- (iii) All funds of the Association shall be deposited to the credit of the Association in such Bank or other Depositories as the Executive committee may decide.
- (iv) The Association may open and operate one or more bank accounts in such banks as the Executive Committee may authorize.
- (v) The Association may borrow such funds as authorized by the Executive Committee as are necessary for the pursuance of its objectives but not exceeding the tangible assets of the Association.
- (vi) The Executive Committee may accept on behalf of the Association any gift for a general purpose or any special purpose of the Association.

## **ARTICLE XVIII : FISCAL YEAR**

1. The Fiscal Year of the Association shall be from the 1st of January to the 31st of December.
2. The accounts of the Treasurer shall be in accordance with the Fiscal year and shall be audited at the end of each Fiscal Year by a registered Firm of Accountants approved by the Executive Committee.

### **ARTICLE XIX : SEAL**

1. The Executive Committee shall provide a Corporate with the words "University of Jaffna Alumni Association" around the outer edge with a suitable logo decided on by the Executive Committee in the centre. This seal shall be in the custody of the Secretary.

### **ARTICLE XX : PUBLICATIONS**

The Executive Committee shall have the power to publish and distribute to the Alumni and the public, such magazines, journals, reports and other publications as the Executive Committee may deem necessary or desirable in furthering and promoting the objects of the Association.

### **ARTICLE XXI : COMPENSATION AND EMOLUMENTS**

- (1) No member of the Association other than a regular employee of the Association shall receive any emoluments or compensation for services rendered to the Executive Committee or the Association.
- (2) Nothing in the fore-going provisions of this rule prevents the payment in good faith to a servant or a member of the Association:-
  - a) remuneration in return for services actually rendered to the Association by the servant or the member, or goods supplied to the Association by the servant or member in the ordinary course of business;
  - b) a reasonable and proper sum by way of rent for premises let to the Association by the servant or member.

### **ARTICLE XXII : STAFF**

1. The Executive Committee may appoint such staff as necessary
2. The appointed staff shall be responsible to the Secretary for the discharge of their duties.



## ARTICLE XXIII: INTERPRETATION OF RULES

If a dispute arises as to the proper meaning or interpretation of a particular Article or Articles of the Constitution the matter shall be referred to the President for his ruling.

## ARTICLE XXIV: AMENDMENTS

This constitution shall not be amended except with the approval of at least two-third of the members present and voting at the Annual General meeting or at a general meeting, provided however that notice shall be given to each voting member of the Association at least three weeks in advance of the meeting. Such notice shall include the suggested recommendations and /or amendments.

29<sup>th</sup> September 1999

# University of Jaffna Alumini Association

## Life Membership Records

1. Mr. Balasubramaniam - Rajeswaran \*
2. Mr. Sengarpillai - Arivalzahan
3. Mr. Theivendram - Vigneswaran
4. Mr. Theivendran - Prapakaran
5. Mr. Thuraikily - Ramajeyam
6. Mr. Pathmanathan - Raghavan \*
7. Miss. Sivasakthy - Nadarajah
8. Miss. Nalini - Mahalingam
9. Miss. Vickneswary - Pathmanathan
10. Miss. Mathivathani - Amarasingam
11. Miss. Silogini - Somasundaram
12. Mr. Andijayah - Gnaneshwaran \*
13. Mrs. Saravanapavaiyer - Jeyananthakumary \*
14. Mr. Maheswara Kurukkal - Saravanapavaiyer \*
15. Mr. Sambasivamoorthy - Sivayokan \*
16. Mrs. Sivarani - Srisatkunarajah \*
17. Dr. Sivakolundu - Srisatkunarajah \*
18. Dr. Manonmani - Sanmugadas \*
19. Miss. Mathavy - Sundarampillai \*
20. Mr. Karthigesu - Kugabalan \*
21. Prof. Samathilingam - Sathiaseelan \*
22. Miss. Jeyaranjeni - Rajadurai \*
23. Mr. Manikkavasagar - Elampirayan \*
24. Miss. Selvaranjitham - Sivasubramaniam
25. Dr. Nagalingam - Shanmugalingam
26. Mr. Sabaratnam - Jayarasah \*
27. Mr. Kandiah - Rajendram \*
28. Mr. Nagarasa iyer - Subramaniam \*



29. Mr. Anumugam - Sathiyamoorthy \*
30. Mr. Jesuthasan - Matthias \*
31. Mr. Dharmalingam - Tharmaseelan \*
32. Miss. Nithiyaluxmy - Shanmugam \*
33. Mr. Kandasamy - Antondias \*
34. Mrs. Selvamalar - Sivapatham \*
35. Mr. Punniamoorthy - Ravirajan
36. Mr. Ketharanathan - Sutharsan
37. Mr. Mylvaganam - Gobikrishna
38. Mrs. Thusheeta - Sivayogan
39. Miss. Kandasamy - Shanthini \*
40. Ms. Jeyarani - Nandakumar
41. Mrs. Nirmala - Ravimannan
42. Mrs. Kularajany - Niranjan
43. Mr. Wanniasingham - Venkatesh
44. Mrs. Rajendramani - Gnaneswaran
45. Mrs. Sivashanthini - Kuganathan
46. Miss. Rajini - Balasegaram
47. Dr. Padmini - Krishnarajah
48. Miss. Gnanagowry - Ramachandran
49. Miss. Pathmalosany - Sriharan
50. Ms. Kanagasingham - Manorangini
51. Mr. Subramaniam - Konesan
52. Mr. Subramaniam - Prabaagar
53. Mr. Kailasapillai - Seevaratnam
54. Mr. Nagalingam - Sriharan
55. Mr. Somasundaram - Srikathirgamanathan
56. Mr. Gobal Daniel - Mathiyalagan
57. Miss. Theva - Sinnathamby
58. Mr. Arulampalam - Erathai
59. Ms. Selvambikai - Veerasingam
60. Miss. Jeyaratnadevi - Sabaratnam

61. Mr. Thevasenathipathy - Ravichandran
62. Mr. Maheswarakurukkal - Balakailasanathasarma \*
63. Mr. Nagamuthu - Thanihasalampillai \*
64. Mr. Ponniah - Aravinthan
65. Miss. Vigneswary - Sivasambu
66. Ms. Thayawathy - Ponniah
67. Ms. Pushpathevi - Ponniah
68. Ms. Bavani - Sathananthan
69. Mr. Packiyannathan - Ahilan
70. Mr. Santanpillai - Sahayaseelan
71. Ms. Kalawathy - Ponnu
72. Mr. Rasaratnam - Saiesan
73. Prof. Vasanthy - Arasaratnam
74. Mrs. Kalpana - Chandrasekar
75. Mr. Vellupillai - Chandrasekar
76. Mr. Sarasanandarajah - Sivanathan \*
77. Mr. Nagamany - Yoganayagam
78. Mrs. Suganthini - Srimuralitharan
79. Ms. Kumuthini - Selvavinayagam
80. Mrs. Vijitha - Ravishankar
81. Mr. Ponnuthurai - Ainkaran
82. Mrs. Thayananthi - Sritharan
83. Mr. Siripathysarma - Krishnanandasarma
84. Mr. Velayutham - Eswaran
85. Mr. Thirunavukkarasu - Velnamby
86. Ms. Vasuki - Sockalingam
87. Rev. Fr. Manuelpillai Jero - Selvanayagam
88. Mr. Narayanasamykurukkal - Somaskandasarma
89. Ms. Vimala - Ponnu
90. Ms. Yarlini - Thirunavukarasu
91. Miss. Sakunthaladevi - Ambikaipakan
92. Mr. Malaiairacy - Sivarajah



93. Mr. Veeragathipillai - Senthana
94. Mr. Rajunubeni - Thiagarajah
95. Mr. Karunakaran - Suthakar
96. Ms. Saijanani - Suthakar
97. Mr. Augustine Sosai - Siluvaithasan
98. Miss. Sivachithira - Palani
99. Miss. Susaritha - Gnanapragasam
100. Mrs. Kalaivani - Vimalanathan
101. Miss. Wimalalosani - Rajadurai
102. Mr. Rasathurai - Jeyamuhananthan
103. Ms. Vijayarany - Pasupathipillai
104. Mrs. Venuka - Shanmugaratnam
105. Mr. Balasingam - Shanmuganathan
106. Miss. Parameswary - Nagaratnam
107. Mr. Thambipillai - Vasantharajah
108. Mr. Subramaniam - Pathmaraj
109. Mr. Nagamany - Rasanayagam
110. Mr. Kaneshalingam - Arulraj
111. Mr. Thamarajah - Manoranjan
112. Miss. Selvaluxmy - Kathirgamanathan
113. Mr. Arumugam - Rajaaravindthan
114. N.V. Murukesu - Navaratnam
115. Rev.Fr. Gnanamuthu - Pilendran \*
116. Mr. Ganeshapillai - Sivagurunathan \*
117. Mrs. Saroja - Sivachandran
118. Dr. K. Kunarasa \*
119. Mr. Kandasamy - Arulvel
120. Mr. Kandiah - Thevarajah \*
121. Miss. Suseeladevi - Arulanantham
122. Mrs. Kalaivani - Ramanathan
123. Mrs. Jeyaluxmy - Rasanayagam
124. Mr. Jeyaratnam - Prince - Jeyadevan

125. Mr. Selvarajah - Ramesh
126. Mr. Vythilingam - Sivasithamparam
127. Mrs. Sathiakala - Arunakirinathan
128. Mr. Karthigesu - Kesavan
129. Mr. Tharmalingam - Nanthakumaran
130. Mr. Manickan - Premachandran
131. Mr. Kathirgamanathan - Ganeshanathan
132. Dr. Shanthini - Saminathan
133. Prof. Naganathan - Gnanakumaran
134. Dr. Nagalingam - Sivapalan
135. Mrs. Gnanasakthy - Ganeshanathan
136. Mrs. Saraswathy - Jeyarajah
137. Mrs. Srikala - Jeganathan
138. Ms. Thayamathy - Kannan
139. Mr. Kathiravelu - Thabotharan
140. Mr. Sithamparanathan - Uthayakumar
141. Mr. Nalliah - Vijayasuntharam
142. Mr. Paramanathar - Thirugnanasambanthan
143. Mr. Velautham - Karunaharan
144. Mr. Kathiravelu - Ketheeswaran
145. Mr. Sivanathan - Thilakrajkumar
146. Mrs. Sasikala - Sivanathan
147. Mr. Pasupathy - Sivanathan
148. Miss. Suthathmiha - Parameswara iyer
149. Mr. Kanagiah - Ragunathan
150. Mr. Thalayasingam - Thavasekar
151. Mr. Aiyarurai - Thavendran
152. Mrs. Ariasihamany - Thambiah
153. Mr. Nadarajah - Sivānarulselvan
154. Miss. Chandraleela - Kulasegaram
155. Mrs. Sarathadevi - Krishnathas
156. Mr. Sivagnanan - Maheswaran



157. Ms. Yogaluxmy - Thiraviyanathan
158. Mr. Somasundaram - Thillainathan
159. Mr. Rajendran - Kanesananthan
160. Ms. Sarathambal - Veerasingam
161. Mr. Kanthasamy - Suthaharan
162. Mr. Kuleendram - Raveendran
163. Mr. Vairamuthu - Jeyarasan
164. Dr. Kanagaratnam - Selvanathan
165. Miss. Kirubadevi - Veerasinham
166. Mr. Navaratnam - Senthilkumar
167. Mr. Shanmuganathan - Kugathas
168. Mr. Jacob Hillward - Kunam
169. Mr. N. S. Ramanathan - Sivaruban
170. Mr. Sivasupiramaniam - Pradeepan
171. Mr. Veluppillai - Jeyakumar
172. Mr. Ananththavadevel - Makeetharan
173. Mr. Rajagopal - Nanthakumaran
174. Miss. Chandrika - Navaratnam
175. Mrs. Sukanthini - Senthilkumaran
176. Mr. Kanagarajasingam - Akilan
177. Miss. Eesvary - Krishnan
178. Ms. Suganthi - Paramanathapillai
179. Miss. Yogeswary - Kandiah
180. Mr. Sornalingam - Pakeerathan
181. Ms. Naguleswary - Achchalingam
182. Mr. Velauthapilli - Thaneswaran
183. Miss. Sivalosani - Sivasubramaniyam
184. Miss. Lathamany - Sinnakkandan
185. Mr. Aloysius Jeyamanan Gregory Jeyachandra
186. Mrs. Alli - Thillainadarajah
187. Mr. Pararasasingam - Kaneshalingam
188. Mr. Ulaganathapillai - Sivanathan

189. Mr. Francis - Stroeche
190. Miss. Balasasikala - Balasubramaniam
191. Ms. Shiyamala - Sellathurai
192. Miss. Sribavani - Thirunavukkarasu
193. Ms. Uma - Thanabalasingam
194. Miss. Pushpathivi - Rajah
195. Miss. Jesmy - Kirupairajah
196. Mr. Sivasithamparam - Kugan
197. Mr. Antony Edmond - Richard \*
198. Mr. Jegathev - Ravirajaputhiran
199. Mr. Balasubramaniya iyer Sarveswara Sarma

\* Star denotes founder life members

28<sup>th</sup> January 2000



# *Founder Executive Committee*

## **Patron**

Prof. P. Balasundarampillai  
*The Vice Chancellor*  
*University of Jaffna*

## **President**

Dr. S. Srisatkunarajah

## **Vice President**

Dr. S. Sivayokan

## **Secretary**

Mr. K. Rajendram

## **Treasurer**

Mr. K. K. Arulvel

## **Asst. Secretary**

Ms. S. Arulanantham

## **Asst. Treasurer**

Mr. K. Ganeshanathan

## **Committee Members**

- 1) Ms. K. Chandrasekar
- 2) Mr. V. Karunaharan
- 3) Rev. Fr. G. Pilendran
- 4) Mr. S. Ramesh
- 5) Dr. Saba Jayarasha
- 6) Dr. S. Saminathan
- 7) Ms. J. Saravanapava Iyar
- 8) Mr. A. Sathiyamoorthy
- 9) Mr. V. Senthana
- 10) Mr. N. Vijayasuntharam

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