

Task 2

SB

*Instructions: Use the Edit Checklist to help you identify and correct the errors in the following absentee report.*

ABSENTEE REPORT: OCDT BILARDEAU

6 June

On Sunday 10 May I return to the Military base at St. Jean at around 2100 HRS. A few minutes later, around 2130 HRS I went at OCDT Bilardeau room to see if he is there. I notice that the door is open so I went and I was able to see that his bed is not made and some of his military things (ID card, ration card) are left on the pillow. On closer inspection I became aware that none of his personal things were there. Lt Brown will be able to confirm these observations as he was there when I went into OCDT Bilardeau room.

Monday morning the 11 May I went to see Capt Arthur for to inform him that OCDT Bilardeau had not returned. It was approximately 0800-HRS.