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|  <p>INTERSTATE COMMISSION FOR JUVENILES Juvenile Interstate Data System (JIDS)</p> | <p>Guideline 01-2013</p> | <p>Page Number: 1</p> |
| <p>JIDS Technical Guidelines Expunging Juvenile Records</p> | <p>Dated: April 1, 2013 Updated February 1, 2016</p> | |

The following guidelines outline the procedure for removing juvenile records entirely from JIDS.

1. One year after closure, the adjudicating state may request to expunge a juvenile's record from JIDS.
2. In writing, the requesting state provides the ICJ National Office the following information for the record they wish to expunge:
 - a. Juvenile's full name; and
 - b. Applicable JIDS file number(s)
3. An ICJ National Office Administrator then permanently deletes the juvenile's file and any associated documents from JIDS.