Department Name:_____

WV Division of Justice and Community Services
Secure Holding Log

Month of:_____

Case #	Last name	First name	DOB	Age	Charge (list most serious)	Date	Time IN	Location Held	Officer	Time Out	Officer	Time In	Location Held	Officer	Date out	Time out	Officer

Monthly submit by the 5th via US mail to:

WV DJCS
Attn: Juvenile Justice Compliance Monitor
1124 Smith Street, Suite 3100
Charleston, WV 25301-1323

Any questions contact:
Compliance Monitor
304-558-8814 ext. 53327