



COUNTY OF HIDALGO

DEPARTMENT OF HUMAN RESOURCES

RECEIVED

FEB 04 2020

SH
DEPARTMENT OF
HUMAN RESOURCES

PERSONNEL ADJUSTMENT REQUEST FORM (ALLOWANCES)

NOTE: Complete multiple personnel action form if department is requesting more than (3) personnel actions.

Date: 02/03/2020 Current Slot No.: 0002
 Department Name: 332nd District Court Current Position Title: Court Coordinator (DC)
 Department No.: 006-001 Requested Position Title: Court Coordinator (DC)

ALLOWANCE REQUEST: Type of Allowance

Position
 Interpreter
 Clothing
 Supplemental
 Auto

ALLOWANCE AMOUNT:	<u>\$ 1,500.00</u>	<u>\$ 0.00</u>	<u>-\$ 1,500.00</u>
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

ALLOWANCE AMOUNT:	<u> </u>	<u> </u>	<u>\$ 0.00</u>
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

TOTAL BUDGETARY IMPACT: -\$ 1,500.00

POSITION TO BE FUNDED FROM ONE OF THE FOLLOWING:

Current Department Budget
 Annual Budget Cycle
 Will Require Additional Funds
 Salary Adjustment
 Other _____

POSITION TYPE:
 Full Time Regular Object Code 113
 Part Time Regular Object Code 114
 Full Time Temporary Object Code 121
 Part Time Temporary Object Code 122

CIVIL SERVICE:
 Exempt
FLSA: Exempt
 Non-Exempt
 Non-Exempt

RCV'D DEPT BDGT & MGMT
FEB 4 '20 AM 10:22

JUSTIFICATION / PRIORITY: (Explain why this allowance request is essential)

Judge Ramirez is no longer the presiding judge. Supplemental pay will be assigned to the 370th District Court.

COMMENTS: (Any comments you wish to make regarding this request; attach additional pages if needed)

Department Head:
 Department of Human Resources:
 Department of Budget & Management:

FEB -- 3 2020

Date: 2/04/2020
 Date: 02/04/2020



COUNTY OF HIDALGO

DEPARTMENT OF HUMAN RESOURCES

RECEIVED

FEB 04 2020

SH
DEPARTMENT OF
HUMAN RESOURCES

PERSONNEL ADJUSTMENT REQUEST FORM (ALLOWANCES)

NOTE: Complete multiple personnel action form if department is requesting more than (3) personnel.

Date: 02/03/2020 Current Slot No.: 0004
 Department Name: 332nd District Court Current Position Title: Assistant Court Coordinator (DC)
 Department No.: 006-001 Requested Position Title: Assistant Court Coordinator (DC)

ALLOWANCE REQUEST: Type of Allowance

Position
 Interpreter
 Clothing
 Supplemental
 Auto

ALLOWANCE AMOUNT:	\$ 1,500.00	\$ 0.00	-\$ 1,500.00
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

ALLOWANCE AMOUNT:	\$ 0.00	\$ 0.00	\$ 0.00
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

TOTAL BUDGETARY IMPACT: -\$ 1,500.00

POSITION TO BE FUNDED FROM ONE OF THE FOLLOWING:

Current Department Budget
 Annual Budget Cycle
 Will Require Additional Funds
 Salary Adjustment
 Other _____

POSITION TYPE: Full Time Regular Object Code 113
 Part Time Regular Object Code 114
 Full Time Temporary Object Code 121
 Part Time Temporary Object Code 122

CIVIL SERVICE: Exempt
FLSA: Exempt
 Non-Exempt
 Non-Exempt

JUSTIFICATION / PRIORITY: (Explain why this allowance request is essential)

Judge Ramirez is no longer the presiding judge. Supplemental pay will be assigned to the 370th District Court.

COMMENTS: (Any comments you wish to make regarding this request, attach additional pages if needed)

Department Head

 Department of Human Resources

 Department of Budget & Management

FEB - 3 2020
 Date
2/04/2020
 Date
02/04/2020
 Date