



# COUNTY OF HIDALGO

## 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: 6-10-2020 Current Slot No.: 0373/0124 / 0372 / 0097  
 Department Name: SHERIFF'S OFFICE Current Position Title: Deputy Sheriff / Senior Deputy Sheriff  
 Department No.: 280-001 Requested Position Title: Deputy Sheriff

**ALLOWANCE REQUEST: Type of Allowance**

<input type="checkbox"/> Position	<input type="checkbox"/> Interpreter	<input checked="" type="checkbox"/> Clothing	<input type="checkbox"/> Supplemental	<input type="checkbox"/> Auto
<b>ALLOWANCE AMOUNT:</b>	\$ 0.00	2,000.00 - \$ 500.00	2,000.00 \$ 500.00	2,000.00 \$ 500.00
	Current Budgeted Amount	Proposed Budgeted Amount	Proposed Budgeted Amount	Net Change
<b>ALLOWANCE AMOUNT:</b>	\$ 0.00	\$ 500.00	\$ 500.00	- \$ 500.00
	Current Budgeted Amount	Proposed Budgeted Amount	Proposed Budgeted Amount	Net Change
<b>TOTAL BUDGETARY IMPACT:</b>	\$ 1,000.00	2,000.00	2,000.00	2,000.00

**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)  
Adding Clothing allowances for four (4) Deputy Sheriff assigned to Criminal Investigations  
(Please see attached for two (2) Additional clothing allowances request)

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

Department Head: [Signature]  
 Department of Human Resources: [Signature]  
 Department of Budget & Management: [Signature]

Date: 6/10/20  
 Date: 6/01/2020  
 Date: 06/09/2020



