



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: 07/01/2020 Current Slot No.: 0233 0403 zg
 Department Name: SHERIFF'S OFFICE Current Position Title: Senior Deputy Sheriff / Deputy Sheriff
 Department No.: 280-001 Requested Position Title: Senior Deputy Sheriff / Deputy Sheriff zg

ALLOWANCE REQUEST: Type of Allowance

Position Interpreter Clothing Supplemental Auto

ALLOWANCE AMOUNT:	\$ 500.00	\$ 0.00	-\$ 500.00
<u>Slot 0403</u>	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

ALLOWANCE AMOUNT:	\$ 0.00	\$ 0.00	-\$ 500.00
<u>Slot 0233</u>	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

TOTAL BUDGETARY IMPACT: -\$1,000.00
-\$500.00

POSITION TO BE FUNDED FROM ONE OF THE FOLLOWING:

Current Department Budget Annual Budget Cycle Will Require Additional Funds
 Salary Adjustment Other Deleting Clothing Allowances

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)
Deleting Clothing Allowances from employee resigning.

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 7-30-20
 Date 7/31/2020
 Date 08/04/2020





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: 07/01/2020 Current Slot No.: 0334/0128
 Department Name: SHERIFF'S OFFICE Current Position Title: Deputy Sheriff
 Department No.: 280-001 Requested Position Title: Deputy Sheriff

ALLOWANCE REQUEST: Type of Allowance

Position
 Interpreter
 Clothing
 Supplemental
 Auto

ALLOWANCE AMOUNT:	\$ 0.00	\$ 500.00	\$ 500.00
Slot 0334	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

ALLOWANCE AMOUNT:	\$ 0.00	\$ 500.00	\$ 500.00
Slot 0128	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

TOTAL BUDGETARY IMPACT: \$ 1,000.00

POSITION TO BE FUNDED FROM ONE OF THE FOLLOWING:

Current Department Budget
 Annual Budget Cycle
 Will Require Additional Funds
 Salary Adjustment
 Other -Adding Clothing Allowances-

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 to two (2) Deputy Sheriff Transferred to Criminal Investigations

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: 7/29/20
 Date: 7/31/2020
 Date: 08/04/20

