



# 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: 06/18/2021 Current Slot No.: Please see attached  
 Department Name: SHERIFF'S OFFICE Current Position Title: Please see attached  
 Department No.: 280-001 Requested Position Title: Please see attached

**ALLOWANCE REQUEST:** *Type of Allowance*

Position     Interpreter     Clothing     Supplemental     Auto

<b>ALLOWANCE AMOUNT:</b> <i>Removing 4 slots</i>	<u>\$ 2,000.00</u> Current Budgeted Amount	<u>\$ 0.00</u> Proposed Budgeted Amount	<u>-\$ 2,000.00</u> Net Change
<b>ALLOWANCE AMOUNT:</b> <i>Adding to 4 slots</i>	<u>\$ 0.00</u> Current Budgeted Amount	<u>\$ 2,000.00</u> Proposed Budgeted Amount	<u>\$ 2,000.00</u> Net Change

**TOTAL BUDGETARY IMPACT:** \$ 0.00

**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/Deleting Clothing Allowances.

**COMMENTS:** *(Any comments you wish to make regarding this request, attach additional pages if needed)*  
Adding to Supervisors that are required to wear a coat and tie throughout the week and are therefore adding the allowances.

\_\_\_\_\_  
 Department Head  
 \_\_\_\_\_  
 Department of Human Resources  
 \_\_\_\_\_  
 Department of Budget & Management

6/20/21  
 Date  
6/23/21  
 Date  
06/24/21  
 Date



# COUNTY OF HIDALGO

## DEPARTMENT OF HUMAN RESOURCES

### MULTIPLE PERSONNEL ACTION FORM (Attachment A)

**NOTE:** Complete this form in addition to your par form if department is requesting more than (3) personnel actions.

Department Name: SHERIFF'S OFFICE

Department No.: 280-001

**Position Information:**

Slot No.	Current Position Title	Proposed Position Title	Current Budgeted Salary	Proposed Budgeted Salary
001-076	DEPUTY SHERIFF	DEPUTY SHERIFF	\$500.00	\$0.00
001-171	DEPUTY SHERIFF	DEPUTY SHERIFF	\$500.00	\$0.00
001-022	<del>DEPUTY SHERIFF</del> <i>Sergeant</i>	<del>DEPUTY SHERIFF</del> <i>SERGEANT</i>	\$500.00	\$0.00
001-011	LIEUTENANT	LIEUTENANT	\$500.00	\$0.00
001-401	SERGEANT	SERGEANT	\$0.00	\$500.00
001-040	SERGEANT	SERGEANT	\$0.00	\$500.00
001-020	LIEUTENANT	LIEUTENANT	\$0.00	\$500.00
001-015	LIEUTENANT	LIEUTENANT	\$0.00	\$500.00