



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: 12/06/2021 Current Slot No.: 0003
 Department Name: County Court-at-Law #9 Current Position Title: Court Coordinator (CC)
 Department No.: 029-001 Requested Position Title: Court Coordinator (CC)

ALLOWANCE REQUEST: Type of Allowance

Position Interpreter Clothing Supplemental Auto

ALLOWANCE AMOUNT:	<u>\$ 3,000.00</u>	<u>\$ 0.00</u>	<u>-\$ 3,000.00</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: -\$ 3,000.00

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 Non-Exempt **FLSA:** Exempt Non-Exempt

JUSTIFICATION / PRIORITY: *(Explain why this allowance request is essential)*
Removing interpreter pay

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

Patricia O'Leary
 Department Head
[Signature]
 Department of Human Resources
[Signature]
 Department of Budget & Management

12/6/2021
 Date
12/9/21
 Date
12/13/2021
 Date



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: 12/06/2021 Current Slot No.: 0005
 Department Name: County Court-at-Law #9 Current Position Title: Bailiff I (CC)
 Department No.: 029-001 Requested Position Title: Bailiff I (CC)

ALLOWANCE REQUEST: Type of Allowance

Position Interpreter Clothing Supplemental Auto

ALLOWANCE AMOUNT:	<u>\$ 3,000.00</u>	<u>\$ 0.00</u>	<u>-\$ 3,000.00</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: -\$ 3,000.00

POSITION TO BE FUNDED FROM ONE OF THE FOLLOWING:

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

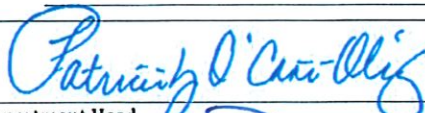


POSITION TYPE: Full Time Regular Object Code 113 Part Time Regular Object Code 114
 Full Time Temporary Object Code 121 Part Time Temporary Object Code 122

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

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

Removing interpreter pay

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

12.10.2021
 Date
12/10/21
 Date
12/13/2021
 Date



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: 12/06/2021 Current Slot No.: 0004
 Department Name: County Court-at-Law #9 Current Position Title: Assistant Court Coordinator (CC)
 Department No.: 029-001 Requested Position Title: Assistant Court Coordinator (CC)

ALLOWANCE REQUEST: Type of Allowance

Position Interpreter Clothing Supplemental Auto

ALLOWANCE AMOUNT:	\$ 0.00	\$ 3,000.00	
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

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

TOTAL BUDGETARY IMPACT: \$ 3,000.00

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 interpreter pay

COMMENTS: (Any comments you wish to make regarding this request, attach additional pages if needed)
Requesting back pay for year 2021

Patricia Olvera-Olivera
 Department Head

12/6/2021
 Date

[Signature]
 Department of Human Resources

12/9/21
 Date

[Signature]
 Department of Budget & Management

12/13/2021
 Date