



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: 03/02/2022 Current Slot No.: 0110
 Department Name: SHERIFF'S OFFICE Current Position Title: Senior Deputy Sheriff
 Department No.: 280-001 Requested Position Title: Senior Deputy Sheriff

ALLOWANCE REQUEST: Type of Allowance

Position Interpreter Clothing Supplemental Auto

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

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

TOTAL BUDGETARY IMPACT: \$ 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)*
To add clothing allowances to a new CID investigator.

COMMENTS: *(Any comments you wish to make regarding this request, attach additional pages if needed)*
During 2020 two (2) additional crime prevention were created but only added one clothing allowance. One employee that was assigned to CID took his clothing allowance leaving \$500.00 short for CID slot

 Department Head

 Department of Human Resources

 Department of Budget & Management

3-2-22
 Date
3/1/22
 Date
3/2/22
 Date