



COUNTY OF HIDALGO

Human Resources Department

PERSONNEL ADJUSTMENT REQUEST FORM (ALLOWANCES)

NOTE: COMPLETE MULTIPLE PERSONNEL ACTION FORM IF DEPARTMENT IS REQUESTING MORE THAN (3) PERSONNEL ACTIONS.

DATE: 04/29/2022 CURRENT POSITION TITLE: Accountant III
 DEPARTMENT NAME: Tax Office CURRENT SLOT NO.: 0012 / A007
 DEPARTMENT NO.: 140-001 | 140-003 REQUESTED POSITION TITLE: Accountant III 288

ALLOWANCE REQUEST: Type of Allowance

- | | | |
|--|--------------------------------------|-----------------------------------|
| <input type="checkbox"/> Longevity | <input type="checkbox"/> Interpreter | <input type="checkbox"/> Clothing |
| <input checked="" type="checkbox"/> Supplemental | <input type="checkbox"/> Auto | |

Allowance Amount: <u>140-003</u> Current Budgeted Amount	\$ 0.00 Proposed Budgeted Amount	\$ 3,000.00 Net Change
Allowance Amount: Current Budgeted Amount	Proposed Budgeted Amount	\$ 0.00 Net Change
TOTAL BUDGETARY IMPACT: <u>\$ 3,000.00</u>		

POSITION/ALLOWANCE TO BE FUNDED FROM ONE OF THE FOLLOWING:

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Current Department Budget | <input type="checkbox"/> Annual Budget Cycle | <input checked="" type="checkbox"/> Will Require Additional Funds |
| <input type="checkbox"/> Salary Adjustment | <input type="checkbox"/> 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)
Additional responsibilities, training, and auditing for the Special Inventory Pre-Payment Program.

COMMENTS: (Any comments you wish to make regarding this request, attach additional pages if needed)
Approved by Commissioner's Court on 03/17/2015; Budgeted, unassigned and deleted during the budget process in error
Fund 1246 / Special Inventory

[Signature]
 Department Head

[Signature]
 Department of Human Resources

[Signature]
 Department of Budget & Management

04-29-22
 Date

5/10/22
 Date

5/13/22
 Date