



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: 12/06/2022 Current Slot No.: 0125
 Department Name: Precinct 3 Current Position Title: Assistant Chief Administrator
 Department No.: 123-05005 Requested Position Title: Assistant Chief Administrator

ALLOWANCE REQUEST: Type of Allowance

<input type="checkbox"/> Position	<input type="checkbox"/> Interpreter	<input type="checkbox"/> Clothing	<input checked="" type="checkbox"/> Supplemental	<input checked="" type="checkbox"/> Auto
<i>(Auto)</i> ALLOWANCE AMOUNT:			\$3,000.00 \$6,000.00	\$3,000.00 \$6,000.00
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change	
<i>(supplemental)</i> ALLOWANCE AMOUNT:		\$10,000.00	\$10,000.00	
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change	

TOTAL BUDGETARY IMPACT: \$16,000.00 - \$13,000.00

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)*

Due to the departure of the Director of Internal Operations duties have been assigned to the Assistant Chief Administrator.

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

[Signature]
Department Head

12/06/2022
Date

[Signature]
Department of Human Resources

12/7/22
Date