



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: 02/08/2023 Current Slot No.: 0394, 0396
Department Name: SHERIFF'S OFFICE Current Position Title: SERGEANT
Department No.: 280-001 Requested Position Title: SERGEANT

ALLOWANCE REQUEST: Type of Allowance

☐ Position ☐ Interpreter ☒ Clothing ☐ Supplemental ☐ Auto

280-001-0394
ALLOWANCE AMOUNT: \$ 500.00 \$ 0.00 -\$ 500.00
Current Budgeted Amount Proposed Budgeted Amount Net Change

280-001-0396
ALLOWANCE AMOUNT: \$ 0.00 \$ 500.00 \$ 500.00
Current Budgeted Amount Proposed Budgeted Amount 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 Deleting/Adding Clothing Allowances

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 clothing allowances to a sergent assigned to CID and removing from Sergeant that was transferred from CID to another Division

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

Department Head

Department of Human Resources

02/08/2023

Date

2/9/23
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
0394	SERGEANT	SERGEANT	\$500.00	\$0.00
0396	SERGEANT	SERGEANT	\$0.00	\$500.00
				\$0.00