



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: 04/12/2023 Current Slot No.: 0125
 Department Name: DA'S OFFICE Current Position Title: Assistant Criminal ASST. CHIEF CRIM. INVESTIGATOR
 Department No.: 080-002 Requested Position Title: Assistant Chief Criminal Investigator

ALLOWANCE REQUEST: Type of Allowance

Position Interpreter Clothing Supplemental Auto

ALLOWANCE AMOUNT:	<u>\$ 0.00</u>	<u>\$ 5,000.00</u>	<u>\$ 5,000.00</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: \$ 5,000.00

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)

PLEASE SEE ATTACHED JUSTIFICATION.

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

Rosalinda Cantu
 Department Head
[Signature]
 Department of Human Resources

04/13/2023
 Date
4/14/23
 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: 04/12/2023 Current Slot No.: 0201
 Department Name: DA'S OFFICE Current Position Title: CRIMINAL INVESTIGATOR II
 Department No.: 080-002 Requested Position Title: Criminal Investigator II 28

ALLOWANCE REQUEST: Type of Allowance

Position Interpreter Clothing Supplemental Auto

ALLOWANCE AMOUNT:	<u>\$ 3,600.00</u>	<u>\$ 1,100.00</u>	<u>-\$ 2,500.00</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: -\$ 2,500.00

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)

TRANSFERRING PARTIAL AUTO ALLOWANCE TO SLOT NO. 0125.

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

Rosalia Cantin
 Department Head

04/12/2023
 Date

[Signature]
 Department of Human Resources

4/14/23
 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: 04/12/2023 Current Slot No.: 0144
 Department Name: DA'S OFFICE Current Position Title: CRIMINAL INVESTIGATOR II
 Department No.: 080-002 Requested Position Title: Criminal Investigator II

28

ALLOWANCE REQUEST: Type of Allowance

Position Interpreter Clothing Supplemental Auto

ALLOWANCE AMOUNT:	<u>\$ 3,600.00</u>	<u>\$ 1,100.00</u>	<u>-\$ 2,500.00</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: -\$ 2,500.00

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)

TRANSFERRING PARTIAL AUTO ALLOWANCE TO SLOT NO. 0125.

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

Rosalinda Cortez
 Department Head

04/12/2023
 Date

[Signature]
 Department of Human Resources

4/14/23
 Date

PERSONNEL ADJUSTMENT REQUEST FORM (ALLOWANCES)

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

As part of the job duties, the Assistant Chief Criminal Investigator will be assigned to: attend meetings with police departments, victims, witnesses, pathologists, doctors as well as any other individual or institute/ entity who may be a part of a criminal/civil case, serve subpoenas and perform other similar law enforcement duties and responsibilities.