



# 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: 05/18/2023 Current Slot No.: 0125  
 Department Name: Precinct 3 Current Position Title: Assistant Chief Administrator  
 Department No.: 123-05005 Requested Position Title: \_\_\_\_\_

**ALLOWANCE REQUEST: Type of Allowance**

Position  Interpreter  Clothing  Supplemental  Auto

<b>ALLOWANCE AMOUNT:</b>	<del>\$0.00</del> \$3,000.00	\$ 3,000.00	<del>\$0.00</del> \$3,000.00
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change
<b>ALLOWANCE AMOUNT:</b>	<del>\$0.00</del> \$10,000.00	\$ 10,000.00	<del>\$0.00</del> \$10,000.00
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

**TOTAL BUDGETARY IMPACT:** ~~\$0.00~~ \$3,000.00

**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)

Departure of the Director of Internal Operations continues and duties are still assigned to Assistant Chief Administrator.

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

  
 \_\_\_\_\_  
 Department Head  
  
 \_\_\_\_\_  
 Department of Human Resources

05/18/2023  
 Date  
5/24/23  
 Date