



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: 10/11/2023 Current Slot No.: 0007
 Department Name: Public Defender Current Position Title: Public Defender II
 Department No.: 085-003 Requested Position Title: Public Defender II

ALLOWANCE REQUEST: Type of Allowance

Position Interpreter Clothing Supplemental Auto

| | | | |
|--------------------------|-------------------------|--------------------------|--------------------|
| ALLOWANCE AMOUNT: | <u>\$ 0.00</u> | <u>\$ 1,500.00</u> | <u>\$ 1,500.00</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: \$ 1,500.00

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)*
Employee is required to travel to the Hidalgo County Jail, the Mario Ramirez Juvenile Detention Center the 449th District Court and other locations within the county to represent his/her clients.

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

Ted Lopez
 Department Head

Date 10-12-23

[Signature]
 Department of Human Resources

Date 10/12/23