



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: 03/03/2025 Current Slot No.: see attached
 Department Name: SHERIFF'S OFFICE Current Position Title: Please see attached
 Department No.: 280-001 Requested Position Title: Please see attached.

ALLOWANCE REQUEST: Type of Allowance

Position Interpreter Clothing Supplemental Auto

ALLOWANCE AMOUNT:	<u>\$ 0.00</u>	<u>\$ 1,500.00</u>	
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

ALLOWANCE AMOUNT:	<u>\$ 0.00</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 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)

Add clothing allowances to Crime Scene Specialist and Evidence Tech.

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

Please see attached.

Department Head

Department of Human Resources

Date

Date

3.3.25

3/12/25



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 28

Position Information:

Slot No.	Current Position Title	Proposed Position Title	Current Budgeted Salary	Proposed Budgeted Salary
0043	Crime Prevention Specialist	Crime Prevention Specialist	\$0.00	\$500.00
0044	Crime Prevention Specialist	Crime Prevention Specialist	\$0.00	\$500.00
0242	Evidence Technician	Evidence Technician	\$0.00	\$500.00