



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: 04/06/2026 Current Slot No.: 0040/0031
 Department Name: DISTRICT ATTORNEY'S Current Position Title: ASSIST. DISTRICT ATTORNEY III
 Department No.: 080 Requested Position Title: N/A

ALLOWANCE REQUEST: Type of Allowance

Position Interpreter Clothing Supplemental Auto

ALLOWANCE AMOUNT:	<u>\$ 9,690.00</u>	<u>0</u>	<u>-\$ 9,690.00</u>
	Current Budgeted Amount	Proposed Budgeted Amount	Net Change

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

TOTAL BUDGETARY IMPACT: -\$ 9,690.00

POSITION TO BE FUNDED FROM ONE OF THE FOLLOWING:

Current Department Budget Annual Budget Cycle Will Require Additional Funds
 Salary Adjustment Other TRANSFERRING SUPP. ALLOW

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 #240702 RECENTLY PROMOTED TO ADA IV WILL REMAIN TASKED WITH
CURRENT DUTIES & RESPONSIBILITIES ALONG W/ NEW TASKS IN SPECIAL CRIMES.

COMMENTS: (Any comments you wish to make regarding this request, attach additional pages if needed)
TRANSFERRING SUPP. ALLOWANCE TO ADA IV SLOT #0009.

Rosalinda Cruz
 Department Head
[Signature]
 Department of Human Resources

04/07/2026
 Date
4/8/26
 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: 04/06/2026 Current Slot No.: 0009
 Department Name: DISTRICT ATTORNEY'S Current Position Title: ASSIST. DISTRICT ATTORNEY IV
 Department No.: 080 ~~002~~ 78/ Requested Position Title: N/A

ALLOWANCE REQUEST: Type of Allowance

Position
 Interpreter
 Clothing
 Supplemental
 Auto

ALLOWANCE AMOUNT:	<u>\$ 0.00</u>	<u>\$ 9,690.00</u>	<u>\$ 9,690.00</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: \$ 9,690.00

POSITION TO BE FUNDED FROM ONE OF THE FOLLOWING:

Current Department Budget
 Annual Budget Cycle
 Will Require Additional Funds
 Salary Adjustment
 Other TRANSFERRING SUPP. ALLOW

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 #240702 RECENTLY PROMOTED TO ADA IV WILL REMAIN TASKED WITH CURRENT DUTIES & RESPONSIBILITIES ALONG W/ NEW TASKS IN SPECIAL CRIMES.

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

RANSFERRING SUPP. ALLOWANCE FROM ADA III SLOT #0040/.

Rosalinda Cepki
Department Head

04/07/2026
Date

[Signature]
Department of Human Resources

4/6/26
Date