

Approved by CC:

MAY 09 2014

JOHNSON COUNTY
Cellular Equipment Allowance
Request Form

Select the option that applies: Add Remove Change
 Suspend From _____ To _____

Employee's Full Name: Dedri Hafer

Department: Sheriff's Office Job Title: School Resource Officer

Allowance Justification (Explain)

Deputy Hafer is currently assigned to the Venus ISD as a School Resource Officer. As such she is responsible for coordinating Law Enforcement and School related activities, locating Students for Non Attendance Compliance. And working School Activities after house (football/basketball/Baseball) which requires her to have the ability to contact School Administrative Personnel, and Parents when necessary.

I certify that I have read and understand the County Cellular Equipment Policy. I also certify that the amount of allowance being requested is appropriate for the level of usage for County business.

Dedri Hafer
Signature of Employee

4/22/14
Date

I certify that I have read and understand the County Cellular Equipment Policy. I further certify that use of an employee's personal cellular equipment is a requirement to fulfill this employee's job duties. I affirm that the allowance requested is appropriate for the level of usage for County business.

[Signature]
Signature of Department Head/Elected Official

4/23/2014
Date

Reviewed by Commissioner's Court on: 5/9/14

Approved Declined

Effective Date: _____

Amount of Allowance: 40⁰⁰ mo.

Note: On request to add allowance, please attach documentation validating cellular service prior to submitting to Personnel Department (payroll)

CELL Phone stipend reimbursed by VENUS ISD.