

Compliance Checklist

Summary of requirement	Basis for requirement	Annual report reference	
Letter of compliance	<ul style="list-style-type: none"> • A letter of compliance from the accountable officer or statutory body to the relevant Minister/s 	ARRs – section 8	Page 5
Accessibility	<ul style="list-style-type: none"> • Table of contents • Glossary 	ARRs – section 10.1	Page 3 Page 121
	<ul style="list-style-type: none"> • Public availability 	ARRs – section 10.2	Page 2
	<ul style="list-style-type: none"> • Interpreter service statement 	<i>Queensland Government Language Services Policy</i> ARRs – section 10.3	Page 2
	<ul style="list-style-type: none"> • Copyright notice 	<i>Copyright Act 1968</i> ARRs – section 10.4	Page 2
	<ul style="list-style-type: none"> • Information Licensing 	<i>QGEA – Information Licensing</i> ARRs – section 10.5	Page 2
General information	<ul style="list-style-type: none"> • Introductory Information 	ARRs – section 11.1	Page 9
	<ul style="list-style-type: none"> • Agency role and main functions 	ARRs – section 11.2	Page 10-11
	<ul style="list-style-type: none"> • Operating environment 	ARRs – section 11.3	Page 14
	<ul style="list-style-type: none"> • Machinery of government changes 	ARRs – section 11.4	Page 87-88
Non-financial performance	<ul style="list-style-type: none"> • Government's objectives for the community 	ARRs – section 12.1	Page 13
	<ul style="list-style-type: none"> • Other whole-of-government plans / specific initiatives 	ARRs – section 12.2	Page 15-86
	<ul style="list-style-type: none"> • Agency objectives and performance indicators 	ARRs – section 12.3	Pages 15, 35, 55, 61, 71
	<ul style="list-style-type: none"> • Agency service areas and service standards 	ARRs – section 12.4	Page 91-104
Financial performance	<ul style="list-style-type: none"> • Summary of financial performance 	ARRs – section 13.1	Page 87-90
Governance – management and structure	<ul style="list-style-type: none"> • Organisational structure 	ARRs – section 14.1	Page 12
	<ul style="list-style-type: none"> • Executive management 	ARRs – section 14.2	Page 74-76
	<ul style="list-style-type: none"> • Government bodies (statutory bodies and other entities) 	ARRs – section 14.3	Appendices
	<ul style="list-style-type: none"> • <i>Public Sector Ethics Act 1994</i> 	<i>Public Sector Ethics Act 1994</i> ARRs – section 14.4	Page 79
Governance – risk management and accountability	<ul style="list-style-type: none"> • Risk management 	ARRs – section 15.1	Page 77-78
	<ul style="list-style-type: none"> • External scrutiny 	ARRs – section 15.2	Page 81-82
	<ul style="list-style-type: none"> • Audit committee 	ARRs – section 15.3	Page 77
	<ul style="list-style-type: none"> • Internal audit 	ARRs – section 15.4	Page 78

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Summary of requirement		Basis for requirement	Annual report reference
	<ul style="list-style-type: none"> • Information systems and recordkeeping 	ARRs – section 15.5	Page 80-81
Governance – human resources	<ul style="list-style-type: none"> • Workforce planning and performance 	ARRs – section 16.1	Page 83-85
	<ul style="list-style-type: none"> • Early retirement, redundancy and retrenchment 	Directive No.11/12 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 16.2	Page 83
Open Data	<ul style="list-style-type: none"> • Consultancies 	ARRs – section 17 ARRs – section 34.1	Online
	<ul style="list-style-type: none"> • Overseas travel 	ARRs – section 17 ARRs – section 34.2	Online
	<ul style="list-style-type: none"> • Queensland Language Services Policy 	ARRs – section 17 ARRs – section 34.3	Online
	<ul style="list-style-type: none"> • Government bodies 	ARRs – section 17 ARRs – section 34.4	Online
Financial statements	<ul style="list-style-type: none"> • Certification of financial statements 	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 18.1	CD-ROM in back cover
	<ul style="list-style-type: none"> • Independent Auditors Report 	FAA – section 62 FPMS – section 50 ARRs – section 18.2	CD-ROM in back cover
	<ul style="list-style-type: none"> • Remuneration disclosures 	Financial Reporting Requirements for Queensland Government Agencies ARRs – section 18.3	Page 139 Appendix 6

FAA *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2009*

ARRs Annual report requirements for Queensland Government agencies