

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	Cover page
Accessibility	<ul style="list-style-type: none"> Table of contents Glossary 	ARRs – section 10.1	1
	<ul style="list-style-type: none"> Public availability 	ARRs – section 10.2	Cover page
	<ul style="list-style-type: none"> Interpreter service statement 	<i>Queensland Government Language Services Policy</i> ARRs – section 10.3	Cover page
	<ul style="list-style-type: none"> Copyright notice 	<i>Copyright Act 1968</i> ARRs – section 10.4	Cover page
	<ul style="list-style-type: none"> Information Licensing 	<i>QGEA – Information Licensing</i> ARRs – section 10.5	N/A
General information	<ul style="list-style-type: none"> Introductory Information 	ARRs – section 11.1	3
	<ul style="list-style-type: none"> Agency role and main functions 	ARRs – section 11.2	6
	<ul style="list-style-type: none"> Operating environment 	ARRs – section 11.3	7
	<ul style="list-style-type: none"> Machinery of government changes 	ARRs – section 11.4	N/A
Non-financial performance	<ul style="list-style-type: none"> Government's objectives for the community 	ARRs – section 12.1	6
	<ul style="list-style-type: none"> Other whole-of-government plans / specific initiatives 	ARRs – section 12.2	N/A
	<ul style="list-style-type: none"> Agency objectives and performance indicators 	ARRs – section 12.3	12-20
	<ul style="list-style-type: none"> Agency service areas and service standards 	ARRs – section 12.4	N/A
Financial performance	<ul style="list-style-type: none"> Summary of financial performance 	ARRs – section 13.1	15-17
Governance – management and structure	<ul style="list-style-type: none"> Organisational structure 	ARRs – section 14.1	23
	<ul style="list-style-type: none"> Executive management 	ARRs – section 14.2	8
	<ul style="list-style-type: none"> Government bodies (statutory bodies and other entities) 	ARRs – section 14.3	N/A
	<ul style="list-style-type: none"> <i>Public Sector Ethics Act 1994</i> 	<i>Public Sector Ethics Act 1994</i> ARRs – section 14.4	9
Governance – risk management	<ul style="list-style-type: none"> Risk management 	ARRs – section 15.1	9
	<ul style="list-style-type: none"> External scrutiny 	ARRs – section 15.2	N/A

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and accountability	• Audit committee	ARRs – section 15.3	8-9
	• Internal audit	ARRs – section 15.4	9
	• Information systems and recordkeeping	ARRs – section 15.5	10
Governance – human resources	• Workforce planning and performance	ARRs – section 16.1	19-20
	• Early retirement, redundancy and retrenchment	Directive No.11/12 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 16.2	N/A
Open Data	• Consultancies	ARRs – section 17 ARRs – section 34.1	Website
	• Overseas travel	ARRs – section 17 ARRs – section 34.2	Website
	• Queensland Language Services Policy	ARRs – section 17 ARRs – section 34.3	N/A
	• Government bodies	ARRs – section 17 ARRs – section 34.4	N/A
Financial statements	• Certification of financial statements	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 18.1	40
	• Independent Auditors Report	FAA – section 62 FPMS – section 50 ARRs – section 18.2	41-42
	• Remuneration disclosures	Financial Reporting Requirements for Queensland Government Agencies ARRs – section 18.3	39

FAA *Financial Accountability Act 2009* FPMS *Financial and Performance Management Standard 2009*

ARRs *Annual report requirements for Queensland Government agencies*