

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 7	iv
Accessibility	<ul style="list-style-type: none"> Table of contents Glossary 	ARRs – section 9.1	iii 45
	<ul style="list-style-type: none"> Public availability 	ARRs – section 9.2	ii
	<ul style="list-style-type: none"> Interpreter service statement 	<i>Queensland Government Language Services Policy.</i> ARRs – section 9.3	li
	<ul style="list-style-type: none"> Copyright notice 	<i>Copyright Act 1968</i> ARRs – section 9.4	ii
	<ul style="list-style-type: none"> Information Licensing 	<i>QGEA – Information Licensing.</i> ARRs – section 9.5	ii
	General information	<ul style="list-style-type: none"> Introductory Information 	ARRs – section 10.1
<ul style="list-style-type: none"> Agency role and main functions 		ARRs – section 10.2	4-5
<ul style="list-style-type: none"> Machinery of Government changes 		ARRs – section 31 and 32	N/A
<ul style="list-style-type: none"> Operating environment 		ARRs – section 10.3	10-13
Non-financial performance	<ul style="list-style-type: none"> Government's objectives for the community 	ARRs – section 11.1	14
	<ul style="list-style-type: none"> Other whole-of-government plans / specific initiatives 	ARRs – section 11.2	N/A
	<ul style="list-style-type: none"> Agency objectives and performance indicators 	ARRs – section 11.3	11
	<ul style="list-style-type: none"> Agency service areas and service standards 	ARRs – section 11.4	16
Financial performance	<ul style="list-style-type: none"> Summary of financial performance 	ARRs – section 12.1	19-21
Governance – management and structure	<ul style="list-style-type: none"> Organisational structure 	ARRs – section 13.1	26
	<ul style="list-style-type: none"> Executive management 	ARRs – section 13.2	23-25

	<ul style="list-style-type: none"> • Government bodies (statutory bodies and other entities) 	ARRs – section 13.3	30-31
	<ul style="list-style-type: none"> • Public Sector Ethics Act 1994 	<i>Public Sector Ethics Act 1994</i> . ARRs – section 13.4	33
	<ul style="list-style-type: none"> • Queensland public service values 	ARRs – section 13.5	34-35
Governance – risk management and accountability	<ul style="list-style-type: none"> • Risk management 	ARRs – section 14.1	37
	<ul style="list-style-type: none"> • Audit committee 	ARRs – section 14.2	31-32
	<ul style="list-style-type: none"> • Internal audit 	ARRs – section 14.3	38
	<ul style="list-style-type: none"> • External scrutiny 	ARRs – section 14.4	38
	<ul style="list-style-type: none"> • Information systems and recordkeeping 	ARRs – section 14.5	439
Governance – human resources	<ul style="list-style-type: none"> • Strategic workforce planning and performance 	ARRs – section 15.1	40-41
	<ul style="list-style-type: none"> • Early retirement, redundancy and retrenchment 	Directive No.11/12 <i>Early Retirement, Redundancy and Retrenchment</i> and Directive No.16/16 <i>Early Retirement, Redundancy and Retrenchment</i> (from 20 May 2016) ARRs – section 15.2	41
Open Data	<ul style="list-style-type: none"> • Statement advising publication of information 	ARRs – section 16	ii
	<ul style="list-style-type: none"> • Consultancies 	ARRs – section 33.1	https://data.qld.gov.au
	<ul style="list-style-type: none"> • Overseas travel 	ARRs – section 33.2	https://data.qld.gov.au
	<ul style="list-style-type: none"> • Queensland Language Services Policy 	ARRs – section 33.3	https://data.qld.gov.au
Financial statements	<ul style="list-style-type: none"> • Certification of financial statements 	FAA – section 62. FPMS – sections 42, 43 and 50. ARRs – section 17.1	92, 116
	<ul style="list-style-type: none"> • Independent Auditor’s Report 	FAA – section 62 FPMS – section 50 ARRs – section 17.2	93-95, 117-119

FAA *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2009*

ARRs *Annual report requirements for Queensland Government agencies*

