

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 vi
Accessibility	<ul style="list-style-type: none"> Table of contents Glossary 	ARRs – section 9.1 ii - v 76
	<ul style="list-style-type: none"> Public availability 	ARRs – section 9.2 i
	<ul style="list-style-type: none"> Interpreter service statement 	Queensland Government Language Services Policy ARRs – section 9.3 i
	<ul style="list-style-type: none"> Copyright notice 	<i>Copyright Act 1968</i> ARRs – section 9.4 i
	<ul style="list-style-type: none"> Information Licensing 	<i>QGEA – Information Licensing</i> ARRs – section 9.5 i
General information	<ul style="list-style-type: none"> Introductory Information 	ARRs – section 10.1 1 - 2
	<ul style="list-style-type: none"> Agency role and main functions 	ARRs – section 10.2 4
	<ul style="list-style-type: none"> Operating environment 	ARRs – section 10.3 5 - 6
Non-financial performance	<ul style="list-style-type: none"> Government’s objectives for the community 	ARRs – section 11.1 4
	<ul style="list-style-type: none"> Other whole-of-Government plans/ specific initiatives 	ARRs – section 11.2 24
	<ul style="list-style-type: none"> Agency objectives and performance indicators 	ARRs – section 11.3 10 - 24
	<ul style="list-style-type: none"> Agency service areas and service standards 	ARRs – section 11.4 8 - 9

Summary of requirement	Basis for requirement	Annual report reference
Financial performance	<ul style="list-style-type: none"> Summary of financial performance 	ARRs – section 12.1 28 - 29
Governance – management and structure	<ul style="list-style-type: none"> Organisational structure 	ARRs – section 13.1 88
	<ul style="list-style-type: none"> Executive management 	ARRs – section 13.2 30 - 31
	<ul style="list-style-type: none"> Government bodies (statutory bodies and other entities) 	ARRs – section 13.3 13 - 14
	<ul style="list-style-type: none"> <i>Public Sector Ethics Act 1994</i> 	<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 4
Governance – risk management and accountability	<ul style="list-style-type: none"> Risk management 	ARRs – section 14.1 33 - 34
	<ul style="list-style-type: none"> Audit committee 	ARRs – section 14.2 32
	<ul style="list-style-type: none"> Internal audit 	ARRs – section 14.3 34
	<ul style="list-style-type: none"> External scrutiny 	ARRs – section 14.4 34 - 35
	<ul style="list-style-type: none"> Information systems and recordkeeping 	ARRs – section 14.5 36
Governance – human resources	<ul style="list-style-type: none"> Workforce planning and performance 	ARRs – section 15.1 37 - 38
	<ul style="list-style-type: none"> Early retirement, redundancy and retrenchment 	Directive No.11/12 <i>Early Retirement, Redundancy and Retrenchment</i> Directive No.16/16 <i>Early Retirement, Redundancy and Retrenchment</i> (from 20 May 2016) ARRs – section 15.2 39

Summary of requirement		Basis for requirement	Annual report reference
Open Data	<ul style="list-style-type: none"> • Statement advising publication of information 	ARRs – section 16	39
	<ul style="list-style-type: none"> • Consultancies 	ARRs – section 33.1	39
	<ul style="list-style-type: none"> • Overseas travel 	ARRs – section 33.2	39
	<ul style="list-style-type: none"> • Queensland Language Services Policy 	ARRs – section 33.3	39
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	73
	<ul style="list-style-type: none"> • Independent Auditor’s Report 	FAA – section 62 FPMS – section 50 ARRs – section 17.2	74 - 75