

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 79
	<ul style="list-style-type: none"> • Public availability 	ARRs - section 9.2	i
	<ul style="list-style-type: none"> • Interpreter service statement 	<i>Queensland Government Language Services Policy</i> 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	6 - 7

Summary of requirement		Basis for requirement	Annual report reference
Non-financial performance	• Government's objectives for the community	ARRs - section 11.1	5
	• Other whole-of-Government plans/specific initiatives	ARRs - section 11.2	31
	• Agency objectives and performance indicators	ARRs - section 11.3	10 - 31
	• Agency service areas and service standards	ARRs - section 11.4	8 - 9
Financial performance	• Summary of financial performance	ARRs - section 12.1	34 - 35
Governance - management and structure	• Organisational structure	ARRs - section 13.1	86
	• Executive management	ARRs - section 13.2	36 - 37
	• Government bodies (statutory bodies and other entities)	ARRs - section 13.3	17 - 18
	• <i>Public Sector Ethics Act 1994</i>	<i>Public Sector Ethics Act 1994</i> ARRs - section 13.4	39
	• Queensland public service values	ARRs - section 13.5	4
Governance - risk management and accountability	• Risk management	ARRs - section 14.1	40
	• Audit committee	ARRs - section 14.2	39
	• Internal audit	ARRs - section 14.3	40
	• External scrutiny	ARRs - section 14.4	41
	• Information systems and recordkeeping	ARRs - section 14.5	42

Summary of requirement		Basis for requirement	Annual report reference
Governance - human resources	<ul style="list-style-type: none"> Strategic workforce planning and performance 	ARRs - section 15.1	22
	<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 (from 20 May 2016)</i> ARRs - section 15.2	24
Open Data	<ul style="list-style-type: none"> Statement advising publication of information 	ARRs - section 16	42
	<ul style="list-style-type: none"> Consultancies 	ARRs - section 33.1	42
	<ul style="list-style-type: none"> Overseas travel 	ARRs - section 33.2	42
	<ul style="list-style-type: none"> Queensland Language Services Policy 	ARRs - section 33.3	42
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	74
	<ul style="list-style-type: none"> Independent Auditor's Report 	FAA - section 62 FPMS - section 50 ARRs - section 17.2	75 - 77

FAA *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2009*

ARRs *Annual report requirements for Queensland Government agencies*