

COMPLIANCE CHECKLIST

SUMMARY OF REQUIREMENT		BASIS FOR REQUIREMENT	ANNUAL REPORT PAGE 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	5
Accessibility	<ul style="list-style-type: none"> Table of contents Glossary 	ARRs – section 9.1	3
	<ul style="list-style-type: none"> Public availability 	ARRs – section 9.2	4
	<ul style="list-style-type: none"> Interpreter service statement 	<i>Queensland Government Language Services Policy</i> ARRs – section 9.3	4
	<ul style="list-style-type: none"> Copyright notice 	<i>Copyright Act 1968</i> ARRs – section 9.4	4
	<ul style="list-style-type: none"> Information Licensing 	<i>QGEA – Information Licensing</i> ARRs – section 9.5	4
General information	<ul style="list-style-type: none"> Introductory Information 	ARRs – section 10.1	8
	<ul style="list-style-type: none"> Machinery of Government changes 	ARRs – section 31 and 32	12
	<ul style="list-style-type: none"> Agency role and main functions 	ARRs – section 10.2	20–24
	<ul style="list-style-type: none"> Operating environment 	ARRs – section 10.3	30–32
Non-financial performance	<ul style="list-style-type: none"> Government’s objectives for the community 	ARRs – section 11.1	30
	<ul style="list-style-type: none"> Other whole-of-government plans / specific initiatives 	ARRs – section 11.2	26–27
	<ul style="list-style-type: none"> Agency objectives and performance indicators 	ARRs – section 11.3	34
	<ul style="list-style-type: none"> Agency service areas and service standards 	ARRs – section 11.4	44
Financial performance	<ul style="list-style-type: none"> Summary of financial performance 	ARRs – section 12.1	45

Governance – management and structure	• Organisational structure	ARRs – section 13.1	22
	• Executive management	ARRs – section 13.2	18
	• Government bodies (statutory bodies and other entities)	ARRs – section 13.3	14–16
	• <i>Public Sector Ethics Act 1994</i>	<i>Public Sector Ethics Act 1994</i> ARRs – section 13.4	38
	• Queensland public service values	ARRs – section 13.5	
Governance – risk management and accountability	• Risk management	ARRs – section 14.1	38
	• Audit committee	ARRs – section 14.2	38
	• Internal audit	ARRs – section 14.3	39
	• External scrutiny	ARRs – section 14.4	38–39
	• Information systems and record keeping	ARRs – section 14.5	39
Governance – human resources	• Strategic workforce planning and performance	ARRs – section 15.1	48
	• Early retirement, redundancy and retrenchment	<i>Directive No.11/12 Early Retirement, Redundancy and Retrenchment</i> <i>Directive No.16/16 Early Retirement, Redundancy and Retrenchment (from 20 May 2016)</i> ARRs – section 15.2	49
Open Data	• Statement advising publication of information	ARRs – section 16	45
	• Consultancies	ARRs – section 33.1	https://data.qld.gov.au
	• Overseas travel	ARRs – section 33.2	https://data.qld.gov.au
	• Queensland Language Services Policy	ARRs – section 33.3	https://data.qld.gov.au
Financial statements	• Certification of financial statements	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 17.1	78
	• Independent Auditor’s Report	FAA – section 62 FPMS – section 50 ARRs – section 17.2	79–81