



Compliance checklist

	Summary of requirement	Basis for requirement	Annual report reference (pp)
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	3
Accessibility	<ul style="list-style-type: none"> Table of contents Glossary 	ARRs—section 9.1	4 85
	<ul style="list-style-type: none"> Public availability 	ARRs—section 9.2	2
	<ul style="list-style-type: none"> Interpreter service statement 	Queensland Government Language Services Policy ARRs—section 9.3	2
	<ul style="list-style-type: none"> Copyright notice 	Copyright Act 1968 ARRs—section 9.4	2
	<ul style="list-style-type: none"> Information Licensing 	QGEA – Information Licensing ARRs—section 9.5	2
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 10.2, 31 and 32	N/A
	<ul style="list-style-type: none"> Agency role and main functions 	ARRs—section 10.2	8,11,12
	<ul style="list-style-type: none"> Operating environment 	ARRs—section 10.3	8
Non-financial performance	<ul style="list-style-type: none"> Government’s objectives for the community 	ARRs—section 11.1	5
	<ul style="list-style-type: none"> Other whole-of-government plans / specific initiatives 	ARRs—section 11.2	5,10
	<ul style="list-style-type: none"> Agency objectives and performance indicators 	ARRs—section 11.3	9,10
	<ul style="list-style-type: none"> Agency service areas and service standards 	ARRs—section 11.4	28
Financial performance	<ul style="list-style-type: none"> Summary of financial performance 	ARRs—section 12.1	30
Governance—management and structure	<ul style="list-style-type: none"> Organisational structure 	ARRs—section 13.1	22
	<ul style="list-style-type: none"> Executive management 	ARRs—section 13.2	20,21
	<ul style="list-style-type: none"> Government bodies (statutory bodies and other entities) 	ARRs—section 13.3	14-19
	<ul style="list-style-type: none"> Public Sector Ethics 	<i>Public Sector Ethics Act 1994</i> ARRs—section 13.4	27
	<ul style="list-style-type: none"> Human Rights 	<i>Human Rights Act 2019</i> ARRs—section 13.5	27
	<ul style="list-style-type: none"> Queensland public service values 	ARRs—section 13.6	8

	Summary of requirement	Basis for requirement	Annual report reference (pp)
Governance— risk management and accountability	• Risk management	ARRs – section 14.1	26
	• Audit committee	ARRs – section 14.2	18
	• Internal audit	ARRs – section 14.3	26
	• External scrutiny	ARRs – section 14.4	26
	• Information systems and recordkeeping	ARRs – section 14.5	26
Governance— human resources	• Strategic workforce planning and performance	ARRs – section 15.1	23
	• Early retirement, redundancy and retrenchment	<i>Directive No.04/18 Early Retirement, Redundancy and Retrenchment</i> ARRs – section 15.2	23
Open data	• Statement advising publication of information	ARRs – section 16	2
	• 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 38, 39 and 46 ARRs – section 17.1	79
	• Independent Auditor’s Report	FAA – section 62 FPMS – section 46 ARRs – section 17.2	80-84

FAA *Financial Accountability Act 2009*
 FPMS *Financial and Performance Management Standard 2019*
 ARR *Annual report requirements for Queensland Government agencies*

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