

Compliance checklist

Summary of requirement		Basis for requirement	Annual report reference
Letter of compliance	A letter of compliance from the accountable officer or statutory body to the relevant Minister/s	ARRs – section 7	Page 2
Accessibility	Table of contents	ARRs – section 9.1	Page 3–4
	Glossary	ARRs – section 9.1	Page 117–121
	Public availability	ARRs – section 9.2	Page 1
	Interpreter service statement	Queensland Government Language Services Policy ARRs – section 9.3	Page 1
	Copyright notice	Copyright Act 1968 ARRs – section 9.4	Page 1
	Information Licensing	QGEA – Information Licensing ARRs – section 9.5	Page 1
General information	Introductory Information	ARRs – section 10.1	Page 5–6
	Machinery of Government changes	ARRs – section 10.2, 31 and 32	Not applicable
	Agency role and main functions	ARRs – section 10.2	Page 13–14
	Operating environment	ARRs – section 10.3	Page 13–14
Non-financial performance	Government's objectives for the community	ARRs – section 11.1	Page 14
	Other whole-of-government plans / specific initiatives	ARRs – section 11.2	Page 51–53
	Agency objectives and performance indicators	ARRs – section 11.3	Page 15–34

Summary of requirement		Basis for requirement	Annual report reference
	Agency service areas and service standards	ARRs – section 11.4	Page 80–94
Financial performance	Summary of financial performance	ARRs – section 12.1	Page 9–12
Governance – management and structure	Organisational structure	ARRs – section 13.1	Page 35, 95–101
	Executive management	ARRs – section 13.2	Page 36–39
	Government bodies (statutory bodies and other entities)	ARRs – section 13.3	Page 40–42
	Public Sector Ethics Act 1994	Public Sector Ethics Act 1994 ARRs – section 13.4	Page 46
	Queensland public service values	ARRs – section 13.5	Page 13–14
Governance – risk management and accountability	Risk management	ARRs – section 14.1	Page 54
	Audit committee	ARRs – section 14.2	Page 54
	Internal audit	ARRs – section 14.3	Page 55
	External scrutiny	ARRs – section 14.4	Page 56
	Information systems and recordkeeping	ARRs – section 14.5	Page 57
Governance – human resources	Strategic workforce planning and performance	ARRs – section 15.1	Page 64–67
	Early retirement, redundancy and retrenchment	Directive No.04/18 Early Retirement, Redundancy and Retrenchment ARRs – section 15.2	Page 67
Open Data	Statement advising publication of information	ARRs – section 16	https://data.qld.gov.au

Summary of requirement		Basis for requirement	Annual report reference
	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 and 50 ARRs – section 17.1	Included in financial statements section commencing page 125
	Independent Auditor's Report	FAA – section 62 FPMS – section 50 ARRs – section 17.2	Included in financial statements section commencing page 125

FAA *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2019*

ARRs *Annual report requirements for Queensland Government agencies*