

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 1
	Glossary	Page 51
	Public availability	ARRs – section 9.2 Inside front cover
	Interpreter service statement	<i>Queensland Government Language Services Policy</i> ARRs – section 9.3 Inside front cover
	Copyright notice	<i>Copyright Act 1968</i> ARRs – section 9.4 Inside front cover
	Information Licensing	<i>QGEA – Information Licensing</i> ARRs – section 9.5 Inside front cover
General information	Introductory Information	ARRs – section 10.1 Page 4
	Machinery of Government changes	ARRs – section 10.2, 31 and 32 Not applicable
	Agency role and main functions	ARRs – section 10.2 Pages 4-5
	Operating environment	ARRs – section 10.3 Page 4
Non-financial performance	Government's objectives for the community	ARRs – section 11.1 Page 5
	Other whole-of-government plans / specific initiatives	ARRs – section 11.2 Page 32
	Agency objectives and performance indicators	ARRs – section 11.3 Pages 9-32
	Agency service areas and service standards	ARRs – section 11.4 Page 4 Pages 26-31
Financial performance	Summary of financial performance	ARRs – section 12.1 Pages 33-35
Governance – management and structure	Organisational structure	ARRs – section 13.1 Page 8
	Executive management	ARRs – section 13.2 Page 6
	Government bodies (statutory bodies and other entities)	ARRs – section 13.3 www.des.qld.gov.au
	Public Sector Ethics	<i>Public Sector Ethics Act 1994</i> ARRs – section 13.4 Page 45
	Human Rights	<i>Human Rights Act 2019</i> ARRs – section 13.5 Page 46
	Queensland public service values	ARRs – section 13.6 Page 6
	Governance – risk management and accountability	Risk management
Audit committee		ARRs – section 14.2 Page 38
Internal audit		ARRs – section 14.3 Page 39

Summary of requirement	Basis for requirement	Annual report reference
	External scrutiny	ARRs – section 14.4 Page 39
	Information systems and recordkeeping	ARRs – section 14.5 Pages 40-41
Governance – human resources	Strategic workforce planning and performance	ARRs – section 15.1 Page 42
	Early retirement, redundancy and retrenchment	Directive No.04/18 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 15.2 Page 45
Open Data	Statement advising publication of information	ARRs – section 16 Inside front cover
	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 Provided electronically
	Independent Auditor's Report	FAA – section 62 FPMS – section 46 ARRs – section 17.2 Provided electronically

FAA	<i>Financial Accountability Act 2009</i>
FPMS	<i>Financial and Performance Management Standard 2019</i>
ARRs	<i>Annual report requirements for Queensland Government agencies</i>