

# Compliance checklist

Summary of requirement		Basis for requirement	Annual report reference
<b>Letter of compliance</b>	A letter of compliance from the accountable officer or statutory body to the relevant Minister/s	ARRs – section 7	Page 4
<b>Accessibility</b>	Table of contents	ARRs – section 9.1	Page 3
	Glossary		Page 79
	Public availability	ARRs – section 9.2	Inside front cover
	Interpreter service statement	Queensland Government Language Services Policy ARRs – section 9.3	Inside front cover
	Copyright notice	<i>Copyright Act 1968</i> ARRs – section 9.4	Inside front cover
	Information Licensing	QGEA – Information Licensing ARRs – section 9.5	Inside front cover
<b>General information</b>	Introductory Information	ARRs – section 10.1	Page 6
	Machinery of Government changes	ARRs – section 10.2, 31 and 32	Not applicable
	Agency role and main functions	ARRs – section 10.2	Pages 6-7
	Operating environment	ARRs – section 10.3	Page 6
<b>Non-financial performance</b>	Government's objectives for the community	ARRs – section 11.1	Page 13
	Other whole-of-government plans/specific initiatives	ARRs – section 11.2	Page 50
	Agency objectives and performance indicators	ARRs – section 11.3	Pages 14-49
	Agency service areas and service standards	ARRs – section 11.4	Page 6 Pages 14-49
<b>Financial performance</b>	Summary of financial performance	ARRs – section 12.1	Pages 51-55
<b>Governance – management and structure</b>	Organisational structure	ARRs – section 13.1	Page 10
	Executive management	ARRs – section 13.2	Page 8
	Government bodies (statutory bodies and other entities)	ARRs – section 13.3	<a href="http://www.des.qld.gov.au">www.des.qld.gov.au</a>
	Public Sector Ethics Act 1994	ARRs – section 13.4	Page 56
	Queensland public service values	ARRs – section 13.5	Page 12

Summary of requirement		Basis for requirement	Annual report reference
<b>Governance – risk management and accountability</b>	Risk management	ARRs – section 14.1	Page 62
	Audit committee	ARRs – section 14.2	Page 58
	Internal audit	ARRs – section 14.3	Page 60
	External scrutiny	ARRs – section 14.4	Pages 60
	Information systems and recordkeeping	ARRs – section 14.5	Pages 62
<b>Governance – human resources</b>	Strategic workforce planning and performance	ARRs – section 15.1	Page 64
	Early retirement, redundancy and retrenchment	Directive No.04/18 Early Retirement, Redundancy and Retrenchment ARRs – section 15.2	Page 67
<b>Open Data</b>	Statement advising publication of information	ARRs – section 16	Inside front cover
	Consultancies	ARRs – section 33.1	<a href="https://data.qld.gov.au">https://data.qld.gov.au</a>
	Overseas travel	ARRs – section 33.2	<a href="https://data.qld.gov.au">https://data.qld.gov.au</a>
	Queensland Language Services Policy	ARRs – section 33.3	<a href="https://data.qld.gov.au">https://data.qld.gov.au</a>
<b>Financial statements</b>	Certification of financial statements	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 17.1	Provided electronically
	Independent Auditor's Report	FAA – section 62 FPMS – section 50 ARRs – section 17.2	Provided electronically
FAA	<i>Financial Accountability Act 2009</i>		
FPMS	Financial and Performance Management Standard 2019		
ARRs	Annual report requirements for Queensland Government agencies		