

Compliance Checklist

FA ACT *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2009*

ARRs *Annual Report Requirements for Queensland Government Agencies*

Summary of requirement	Basis for requirement	Annual report reference	
Accessibility	Table of contents	ARRs – section 8.1	1
	Glossary	ARRs – section 8.1	142–144
	Public availability	ARRs – section 8.2	1
	Interpreter service statement	Queensland Government Language Services Policy	inside back cover
	Copyright notice	<i>Copyright Act 1968</i>	inside back cover
Letter of Compliance	A letter of compliance from the accountable officer or statutory body to the relevant Minister(s)	ARRs – section 9	inside front cover
Introductory Information	Agency role and main functions	ARRs – section 10.3	11–15, 74
	Operating environment	ARRs – section 10.3	2–11
	External scrutiny	ARRs – section 10.3	N/A
	Machinery of Government changes	ARRs – section 10.3	N/A
	Review of proposed forward operations	ARRs – section 10.3	13–15, 84
Non-Financial Performance	Government objectives for the community	ARRs – section 11.2	14
	Agency objectives and performance indicators	ARRs – section 11.5	2–10, 13–15
	Agency outputs and output performance measures	ARRs – section 11.6	139
Financial Performance	Summary of financial performance	ARRs – section 12.1	85–86
	Disclosure of budget v actual results	ARRs – section 12.2	–
	Chief Finance Officer (CFO) Statement	ARRs – section 12.3	–
Governance – Management and Structure	Organisational structure	ARRs – section 13.1	72
	Executive management	ARRs – section 13.2	69–73
	Related entities	ARRs – section 13.3	N/A
	Schedule of statutory authorities or instrumentalities	ARRs – section 13.4	N/A
	Boards and committees	ARRs – section 13.5	69–70, 73, 110
	<i>Public Sector Ethics Act 1994</i> - implementation statement giving details of the action taken during the reporting period	<i>Public Sector Ethics Act 1994</i> (section 23 and Schedule)	81
	<i>Whistleblowers Protection Act 1994</i> - public interest disclosures received	<i>Whistleblowers Protection Act 1994</i> (sections 30 – 31 and Schedule)	83

Summary of requirement		Basis for requirement	Annual report reference
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	Internal audit	ARRs – section 14.3	81
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	Initiatives for women	ARRs – section 15.1 and 15.3	–
Governance - Operations	Consultancies	ARRs – section 16.1	83
	Overseas travel	ARRs – section 16.2	83
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	Waste management	Environmental Protection (Waste Management) Policy 2000, <i>Environmental Protection Act 1994</i>	66–67
Other Prescribed Requirements	Indigenous matters (Queensland Government Reconciliation Action Plan 2009–2012)	Queensland Government Reconciliation Action Plan 2009–2012	–
	Shared services	ARRs – section 17.1	–
	Carbon emissions	Premier's Statement	–
Optional Information that may be Reported	Corrections to previous annual reports	ARRs – section 18.2	–
	Right to Information	<i>Right to Information Act 2009</i>	82–83
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	Native Title	N/A	–
Financial Statements	Annual general purpose financial statements	Financial Reporting Requirements for Queensland Government Agencies	87–116, 121–134
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