

## Glossary of terms

AIC	Australian Institute for Commercialisation	Consolidation Program	
AMIS	Asset Management Inspection Services	IDES	Identity, Directory and Email Services
ANZSOG	Australia and New Zealand School of Government	ISO	International Standard Organisation
APEC	Asia-Pacific Economic Corporation	IT	Information technology
AS/NZS	Australia/New Zealand Standard	kWh	kilowatt hours
ATSIP	Australian Tropical Science and Innovation Precinct	LPG	Liquefied petroleum gas
BOM	Board of Management	MOHRI FTE	Minimum Obligatory Human Resources Information Full Time Equivalent
BOS	Business Online Services	MP	Member of Parliament
CBD	Central business district	NAIDOC	National Aborigines and Islanders Day Observance Committee
CEO	Chief Executive Officer	NATA	National Association of Testing Authorities
CFO	Chief Finance Officer	NLOS	National Occupational Licensing System
CIO	Chief Information Officer	QAO	Queensland Audit Office
CITEC	Centre for Information Technology and Communication	QAS	Queensland Academy of Sport
CLF	Capability leadership framework	QGAP	Queensland Government Agency Program
COAG	Council of Australian Governments	QGCI0	Queensland Government Chief Information Office
CO2	Carbon dioxide	QGCN	Queensland Government Consolidated Network
CO2-e	Carbon dioxide equivalent	QGCP0	Queensland Government Chief Procurement Office
CPA	Certified practicing accountant	QGCTO	Queensland Government Chief Technology Office
CSIRO	Commonwealth Science and Industrial Research Organisation	QGICT	Queensland Government Information and Communication Technology
DCCSDS	Department of Communities, Child Safety and Disability Services	QGOV	Queensland Government
DEEDI	Department of Employment, Economic Development and Innovation	QGSC	Queensland Government Service Centre
DEHP	Department of Environment and Heritage Protection	QH	Queensland Health
DERM	Department of Environment and Resource Management	QIF	Queensland International Fellowships
DETE	Department of Education, Training and Employment	QM	Queensland Museum
DFAT	Department of Foreign Affairs and Trade	QMI	Queensland Manufacturing Institute
DHPW	Department of Housing and Public Works	QSA	Queensland State Archives
DNRM	Department of Natural Resources and Mines	QSS	Queensland Shared Services
DPC	Department of the Premier and Cabinet	QUT	Queensland University of Technology
DPW	Department of Public Works	QWIN	Queensland Wide Innovation Network
DSITIA	Department of Science, Information Technology, Innovation and the Arts	R&D	Research and development
EBIT	Earnings Before Interest and Tax	REVS	Register of Encumbered Vehicles
EHMP	Ecosystem Health Monitoring Program	SDS	Service delivery statement
ECQ	Electoral Commission Queensland	SES	Senior executive service
FMPM	Financial Management Practice Manual	SET	Science, Engineering and Technology
FTE	Full time equivalent	SFIA	Skills Framework for the Information Age
GPO	General Post Office	SME	Small to medium enterprise
GST	Goods and services tax	SMS	Safety Management System
HR	Human resources	SMS	Short message service
ICAA	Institute of Chartered Accountants Australia	SO	Senior officer
ICT	Information and communication technology	SSQ	Smart Service Queensland
ICTC	Information and Communication Technology	STEM	Science, Technology, Engineering, Mathematics
		USA	United States of America
		VSP	Voluntary Separation Program

## 7. Glossary of terms

<b>Annual report compliance checklist</b>			
<b>Summary of requirement</b>		<b>Basis for requirement</b>	<b>Annual report reference</b>
Letter of compliance	A letter of compliance from the accountable officer or statutory body to the relevant Minister	ARRs – section 8	3
Accessibility	Table of contents	ARRs – section 10.1	4
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	Public availability	ARRs – section 10.2	6
	Interpreter service statement	Queensland Government Language Services Policy ARRs – section 10.3	2
	Copyright notice	<i>Copyright Act 1968</i> ARRs – section 10.4	2
Information licensing		Queensland Government Enterprise Architecture – Information licensing ARRs – section 10.5	2
General information	Introductory information	ARRs – section 11.1	10
	Agency role and main functions	ARRs – section 11.2	10
	Operating environment	ARRs – section 11.3	13
	Machinery-of-government changes	ARRs – section 11.4	10
Non-financial performance	Government objectives for the community	ARRs – section 12.1	8
	Other whole-of-government plans/specific initiatives	ARRs – section 12.2	17, 18, 20, 27, 30, 33, 35, 49
	Agency objectives and performance indicators	ARRs – section 12.3	8, 12
	Agency service areas, service standards and other measures	ARRs – section 12.4	17, 19, 21, 23, 27, 31, 32, 34
Financial performance	Summary of financial performance	ARRs – section 13.1	64
	Chief Finance Officer (CFO) statement	ARRs – section 13.2	64
Governance – management and structure	Organisational structure	ARRs – section 14.1	38
	Executive management	ARRs – section 14.2	36
	Related entities	ARRs – section 14.3	50
	Boards and committees	ARRs – section 14.4	55
	<i>Public Sector Ethics Act 1994</i>	<i>Public Sector Ethics Act 1994</i> (section 23 and Schedule) ARRs – section 14.5	43
Governance – risk management and accountability	Risk management	ARRs – section 15.1	42
	External Scrutiny	ARRs – section 15.2	51
	Audit committee	ARRs – section 15.3	42
	Internal Audit	ARRs – section 15.4	42
	Public Sector Renewal Program	ARRs – section 15.5	7, 8
	Information systems and recordkeeping	ARRs – section 15.7	43
Governance – human resources	Workforce planning, attraction and retention and performance	ARRs – section 16.1	46
	Early retirement, redundancy and retrenchment	Directive No. 11/12 Early Retirement, Redundancy and Retrenchment ARRs – section 16.2	46
	Voluntary Separation Program	ARRs – section 16.3	46
Open Data	Open Data	ARRs – section 17	6
Financial statements	Certification of financial statements	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 18.1	PART B - 71
	Independent Auditors Report	FAA – section 62 FPMS – section 50 ARRs – section 18.2	PART B - 72
	Remuneration disclosures	<i>Financial Reporting Requirements for Queensland Government Agencies</i> ARR – section 18.3	PART B - 36