

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	Letter of compliance – page 3
Accessibility	Table of contents Glossary	ARRs – section 9.1	Table of Contents – page 1
	Public availability	ARRs – section 9.2	About our Annual Report – inside front cover
	Interpreter service statement	<i>Queensland Government Language Services Policy</i> ARRs – section 9.3	About this report – inside front cover
	Copyright notice	<i>Copyright Act 1968</i> ARRs – section 9.4	About this report – inside front cover
	Information Licensing	<i>QGEA – Information Licensing</i> ARRs – section 9.5	About this report – inside front cover
General information	Introductory Information	ARRs – section 10.1	Our contribution to Government objectives to the community – page 8
	Agency role and main functions	ARRs – section 10.2	Who we are – page 9
	Machinery of Government changes	ARRs – section 31 and 32	Who we are – page 9
	Operating environment	ARRs – section 10.3	Who we are – page 9
Non-financial performance	Government’s objectives for the community	ARRs – section 11.1	Our contribution to Government objectives to the community – page 8
	Other whole-of-government plans / specific initiatives	ARRs – section 11.2	N/A
	Agency objectives and performance indicators	ARRs – section 11.3	Our Service Performance – Pages 16 - 42
	Agency service areas and service standards	ARRs – section 11.4	Our Service Performance – Pages 16 - 42
Financial performance	Summary of financial performance	ARRs – section 12.1	Our Financial Performance – page 43
Governance – management and structure	Organisational structure	ARRs – section 13.1	Our Governance – page 47
	Executive management	ARRs – section 13.2	Our Governance – page 47
	Government bodies (statutory bodies and other entities)	ARRs – section 13.3	https://publications.qld.gov.au/dataset/government-bodies-report
	Public Sector Ethics Act 1994	<i>Public Sector Ethics Act 1994</i> ARRs – section 13.4	Who we are – page 9
	Queensland public service values	ARRs – section 13.5	Who we are – page 9

Summary of requirement		Basis for requirement	Annual report reference
Governance – risk management and accountability	Risk management	ARRs – section 14.1	Governance and Accountability – page 52
	Audit committee	ARRs – section 14.2	Governance and Accountability – page 52
	Internal audit	ARRs – section 14.3	Governance and Accountability – page 53
	External scrutiny	ARRs – section 14.4	Governance and Accountability – page 53
	Information systems and recordkeeping	ARRs – section 14.5	Governance and Accountability – page 53
Governance – human resources	Strategic workforce planning and performance	ARRs – section 15.1	Governance – Human Resources – page 54
	Early retirement, redundancy and retrenchment	Directive No.11/12 <i>Early Retirement, Redundancy and Retrenchment</i> Directive No.16/16 <i>Early Retirement, Redundancy and Retrenchment (from 20 May 2016)</i> ARRs – section 15.2	Governance – Human Resources – page 56
Open Data	Statement advising publication of information	ARRs – section 16	About our Annual Report – 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 42, 43 and 50 ARRs – section 17.1	Financial Statements – page 57
	Independent Auditor’s Report	FAA – section 62 FPMS – section 50 ARRs – section 17.2	Financial Statements – page 57

