

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
Accessibility	▶ Table of contents	ARRs – section 9.1	▶ Content
	▶ Glossary		▶ Glossary
	▶ Public availability	ARRs – section 9.2	▶ Communication objective
	▶ Interpreter service statement	<i>Queensland Government Language Services Policy</i> ARRs – section 9.3	▶ Communication objective
	▶ Copyright notice	<i>Copyright Act 1968</i> ARRs – section 9.4	▶ Copyright
	▶ Information Licensing	<i>QGEA – Information Licensing</i> ARRs – section 9.5	▶ Communication objective
General information	▶ Introductory Information	ARRs – section 10.1	▶ Director-General's report
	▶ Agency role and main functions	ARRs – section 10.2	▶ About the Department ▶ Government objectives for the Community ▶ List of Legislation
	▶ Machinery of Government changes	ARRs – section 31 and 32	▶ About the Department ▶ Director-General's report
	▶ Operating environment	ARRs – section 10.3	▶ About the department
Non-financial performance	▶ Government's objectives for the community	ARRs – section 11.1	▶ About the department ▶ Government objectives for the Community
	▶ Other whole-of-government plans / specific initiatives	ARRs – section 11.2	▶ About the Department ▶ Our people
	▶ Agency objectives and performance indicators	ARRs – section 11.3	▶ Policy advice, coordination and Cabinet Support ▶ Strategy and Engagement ▶ Government Services ▶ Office of the Queensland Parliamentary Counsel
	▶ Agency service areas and service standards	ARRs – section 11.4	▶ Policy advice, coordination and Cabinet Support ▶ Strategy and Engagement ▶ Government Services ▶ Office of the Queensland Parliamentary Counsel
Financial performance	▶ Summary of financial performance	ARRs – section 12.1	▶ Financial Summary

Governance – management and structure	▶ Organisational structure	ARRs – section 13.1	▶ About the Department
	▶ Executive management	ARRs – section 13.2	▶ Our leaders
	▶ Government bodies (statutory bodies and other entities)	ARRs – section 13.3	▶ Statutory bodies
	▶ Public Sector Ethics Act 1994	<i>Public Sector Ethics Act 1994</i> ARRs – section 13.4	▶ Our people
	▶ Queensland public service values	ARRs – section 13.5	▶ Our people
Governance – risk management and accountability	▶ Risk management	ARRs – section 14.1	▶ Risk management
	▶ Audit committee	ARRs – section 14.2	▶ Audit and Risk Management Committee
	▶ Internal audit	ARRs – section 14.3	▶ Internal audit
	▶ External scrutiny	ARRs – section 14.4	▶ External scrutiny
	▶ Information systems and recordkeeping	ARRs – section 14.5	▶ Corporate Support Functions
Governance – human resources	▶ Strategic workforce planning and performance	ARRs – section 15.1	▶ Our people
	▶ 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</i> (from 20 May 2016) ARRs – section 15.2	▶ Our people
Open Data	▶ Statement advising publication of information	ARRs – section 16	▶ Corporate Support Functions
	▶ 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
	▶ Independent Auditor’s Report	FAA – section 62 FPMS – section 50 ARRs – section 17.2	▶ Financial statements

FAA *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2009*

ARRs *Annual report requirements for Queensland Government agencies*