

Compliance Checklist			
Summary of requirement		Basis for requirement	Annual report reference
Letter of compliance	<ul style="list-style-type: none"> A letter of compliance from the accountable officer or statutory body to the relevant Minister/s 	ARRs – section 7	Letter of compliance
Accessibility	<ul style="list-style-type: none"> Table of contents Glossary 	ARRs – section 9.1	Contents Glossary of terms
	<ul style="list-style-type: none"> Public availability 	ARRs – section 9.2	Communication objective
	<ul style="list-style-type: none"> Interpreter service statement 	<i>Queensland Government Language Services Policy</i> ARRs – section 9.3	Communication objective
	<ul style="list-style-type: none"> Copyright notice 	<i>Copyright Act 1968</i> ARRs – section 9.4	Copyright
	<ul style="list-style-type: none"> Information Licensing 	<i>QGEA – Information Licensing</i> ARRs – section 9.5	Licence
General information	<ul style="list-style-type: none"> Introductory Information Agency role and main functions 	ARRs – section 10.1 ARRs – section 10.2	Director-General's report About the Department Government's objectives for the community List of Legislation
	<ul style="list-style-type: none"> Machinery of Government changes 	ARRs – section 10.2, 31 and 32	(not applicable)
	<ul style="list-style-type: none"> Operating environment 	ARRs – section 10.3	About the Department
Non-financial performance	<ul style="list-style-type: none"> Government's objectives for the community 	ARRs – section 11.1	About the Department Government's objectives for the Community
	<ul style="list-style-type: none"> Other whole-of-government plans / specific initiatives 	ARRs – section 11.2	About the Department Our people
	<ul style="list-style-type: none"> Agency objectives and performance indicators 	ARRs – section 11.3	Policy Advice, and Coordination and Cabinet Support Strategy and Engagement Government Services Office of the Queensland Parliamentary Counsel
	<ul style="list-style-type: none"> Agency service areas and service standards 	ARRs – section 11.4	Policy Advice, and Coordination and Cabinet Support Strategy and Engagement Government Services Office of the Queensland Parliamentary Counsel
Financial performance	<ul style="list-style-type: none"> Summary of financial performance 	ARRs – section 12.1	Financial Summary 2018–19
Governance – management and structure	<ul style="list-style-type: none"> Organisational structure 	ARRs – section 13.1	About the Department
	<ul style="list-style-type: none"> Executive management 	ARRs – section 13.2	Our leaders Corporate Support Functions
	<ul style="list-style-type: none"> Government bodies (statutory bodies and other entities) 	ARRs – section 13.3	Statutory reports

Compliance Checklist			
Summary of requirement		Basis for requirement	Annual report reference
	<ul style="list-style-type: none"> • Public Sector Ethics Act 1994 	Public Sector Ethics Act 1994 ARRs – section 13.4	Our people
	<ul style="list-style-type: none"> • Queensland public service values 	ARRs – section 13.5	Our people
Governance – risk management and accountability	<ul style="list-style-type: none"> • Risk management 	ARRs – section 14.1	Corporate Support Functions Risk management Audit and Risk Management Committee
	<ul style="list-style-type: none"> • Audit committee 	ARRs – section 14.2	Corporate Support Functions Audit and Risk Management Committee
	<ul style="list-style-type: none"> • Internal audit 	ARRs – section 14.3	Corporate Support Functions Internal audit
	<ul style="list-style-type: none"> • External scrutiny 	ARRs – section 14.4	Corporate Support Functions External scrutiny
	<ul style="list-style-type: none"> • Information systems and recordkeeping 	ARRs – section 14.5	Corporate Support Functions
Governance – human resources	<ul style="list-style-type: none"> • Strategic workforce planning and performance 	ARRs – section 15.1	Our people
	<ul style="list-style-type: none"> • Early retirement, redundancy and retrenchment 	Directive No.04/18 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 15.2	Our people
Open Data	<ul style="list-style-type: none"> • Statement advising publication of information 	ARRs – section 16	Corporate Support Functions Open data
	<ul style="list-style-type: none"> • Consultancies 	ARRs – section 33.1	https://data.qld.gov.au
	<ul style="list-style-type: none"> • Overseas travel 	ARRs – section 33.2	https://data.qld.gov.au
	<ul style="list-style-type: none"> • Queensland Language Services Policy 	ARRs – section 33.3	https://data.qld.gov.au
Financial statements	<ul style="list-style-type: none"> • Certification of financial statements 	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 17.1	Financial statements 2018–19
	<ul style="list-style-type: none"> • Independent Auditor's Report 	FAA – section 62 FPMS – section 50 ARRs – section 17.2	Financial statements 2018–19

FAA *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2019*

ARRs *Annual report requirements for Queensland Government agencies*