

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 	Queensland Government Language Services Policy ARRs – section 9.3 Communication objective
	<ul style="list-style-type: none"> Copyright notice 	Copyright Act 1968 ARRs – section 9.4 Copyright
	<ul style="list-style-type: none"> Information Licensing 	QGEA – Information Licensing 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 objective 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 2019–20
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
	<ul style="list-style-type: none"> Public Sector Ethics 	Public Sector Ethics Act 1994 ARRs – section 13.4 Our people

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	<ul style="list-style-type: none"> Human Rights 	Human Rights Act 2019 ARRs – section 13.5	Our people
	<ul style="list-style-type: none"> Queensland public service values 	ARRs – section 13.6	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 Early Retirement, Redundancy and Retrenchment 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 38, 39 and 46 ARRs – section 17.1	Financial statements 2019–20
	<ul style="list-style-type: none"> Independent Auditor's Report 	FAA – section 62 FPMS – section 46 ARRs – section 17.2	Financial statements 2019–20

FAA Financial Accountability Act 2009

FPMS Financial and Performance Management Standard 2019

ARRs Annual report requirements for Queensland Government agencies