

FINAL 2020 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	PAGE 3
Accessibility	<ul style="list-style-type: none"> Table of contents Glossary 	ARRs – section 9.1	PAGE 2 PAGE 97
	<ul style="list-style-type: none"> Public availability 	ARRs – section 9.2	PAGE 2 BACK COVER
	<ul style="list-style-type: none"> Interpreter service statement 	Queensland Government Language Services Policy ARRs – section 9.3	PAGE 2
	<ul style="list-style-type: none"> Copyright notice 	Copyright Act 1968 ARRs – section 9.4	BACK COVER
	<ul style="list-style-type: none"> Information Licensing 	QGEA – Information Licensing ARRs – section 9.5	N/A
General information	<ul style="list-style-type: none"> Introductory Information 	ARRs – section 10.1	PAGE 4-8
	<ul style="list-style-type: none"> Machinery of Government changes 	ARRs – section 10.2, 31 and 32	N/A
	<ul style="list-style-type: none"> Agency role and main functions 	ARRs – section 10.2	PAGE 19-31, 90-96
	<ul style="list-style-type: none"> Operating environment 	ARRs – section 10.3	PAGE 21-22, 9-18
Non-financial performance	<ul style="list-style-type: none"> Government's objectives for the community 	ARRs – section 11.1	PAGE 31
	<ul style="list-style-type: none"> Other whole-of-government plans / specific initiatives 	ARRs – section 11.2	PAGE 9-18
	<ul style="list-style-type: none"> Agency objectives and performance indicators 	ARRs – section 11.3	PAGE 90-96
	<ul style="list-style-type: none"> Agency service areas and service standards 	ARRs – section 11.4	PAGE 2
Financial performance	<ul style="list-style-type: none"> Summary of financial performance 	ARRs – section 12.1	PAGE 32-34
Governance – management and structure	<ul style="list-style-type: none"> Organisational structure 	ARRs – section 13.1	PAGE 20
	<ul style="list-style-type: none"> Executive management 	ARRs – section 13.2	PAGE 24-26
	<ul style="list-style-type: none"> Government bodies (statutory bodies and other entities) 	ARRs – section 13.3	PAGE 21-27
	<ul style="list-style-type: none"> Public Sector Ethics Act 1994 	Public Sector Ethics Act 1994 ARRs – section 13.4	PAGE 26
	<ul style="list-style-type: none"> Human rights 	ARRs' – section 13.5	PAGE 26
	<ul style="list-style-type: none"> Queensland public service values 	ARRs – section 13.6	N/A
Governance – risk management	<ul style="list-style-type: none"> Risk management 	ARRs – section 14.1	PAGE 26-27
	<ul style="list-style-type: none"> Audit committee 	ARRs – section 14.2	PAGE 27-28

Summary of requirement		Basis for requirement	Annual report reference
and accountability	• Internal audit	ARRs – section 14.3	PAGE 28-29
	• External scrutiny	ARRs – section 14.4	PAGE 29
	• Information systems and recordkeeping	ARRs – section 14.5	PAGE 29
Governance – human resources	• Strategic workforce planning and performance	ARRs – section 15.1	PAGE 30-31
	• Early retirement, redundancy and retrenchment	Directive No.04/18 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 15.2	PAGE 6
Open Data	• Statement advising publication of information	ARRs – section 16	PAGE 2
	• 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 38, 39 and 46 ARRs – section 17.1	PAGE 84
	• Independent Auditor's Report	FAA – section 62 FPMS – section 46 ARRs – section 17.2	PAGE 85-89

FAA *Financial Accountability Act 2009*
 FPMS *Financial and Performance Management Standard 2019*
 ARRs *Annual report requirements for Queensland Government agencies*