

E. Annual report 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	Inside cover
Accessibility	<ul style="list-style-type: none"> Table of contents Glossary 	ARRs – section 9.1	Contents page Page 59
	<ul style="list-style-type: none"> Public availability 	ARRs – section 9.2	Inside cover
	<ul style="list-style-type: none"> Interpreter service statement 	<i>Queensland Government Language Services Policy</i> ARRs – section 9.3	Inside cover
	<ul style="list-style-type: none"> Copyright notice 	<i>Copyright Act 1968</i> ARRs – section 9.4	Back cover
	<ul style="list-style-type: none"> Information Licensing 	<i>QGEA – Information Licensing</i> ARRs – section 9.5	Back cover
General information	<ul style="list-style-type: none"> Introductory Information 	ARRs – section 10	Pages 1–2
Non-financial performance	<ul style="list-style-type: none"> Government’s objectives for the community and whole-of-government plans/specific initiatives 	ARRs – section 11.1	N/A
	<ul style="list-style-type: none"> Agency objectives and performance indicators 	ARRs – section 11.2	Page 3
	<ul style="list-style-type: none"> Agency service areas and service standards 	ARRs – section 11.3	Pages 3, 15–32
Financial performance	<ul style="list-style-type: none"> Summary of financial performance 	ARRs – section 12.1	Page 33
Governance – management and structure	<ul style="list-style-type: none"> Organisational structure 	ARRs – section 13.1	Pages 12–13
	<ul style="list-style-type: none"> Executive management 	ARRs – section 13.2	Pages 12–13
	<ul style="list-style-type: none"> Government bodies (statutory bodies and other entities) 	ARRs – section 13.3	N/A
	<ul style="list-style-type: none"> Public Sector Ethics 	<i>Public Sector Ethics Act 1994</i> ARRs – section 13.4	Page 6
	<ul style="list-style-type: none"> Human Rights 	<i>Human Rights Act 2019</i> ARRs – section 13.5	Page 5
	<ul style="list-style-type: none"> Queensland public service values 	ARRs – section 13.6	Page 5
Governance – risk management and accountability	<ul style="list-style-type: none"> Risk management 	ARRs – section 14.1	Page 14
	<ul style="list-style-type: none"> Audit committee 	ARRs – section 14.2	Pages 14, 57
	<ul style="list-style-type: none"> Internal audit 	ARRs – section 14.3	Page 14
	<ul style="list-style-type: none"> External scrutiny 	ARRs – section 14.4	Pages 4, 14–15
	<ul style="list-style-type: none"> Information systems and recordkeeping 	ARRs – section 14.5	Page 31

Summary of requirement	Basis for requirement	Annual report reference
	<ul style="list-style-type: none"> Information Security attestation 	ARRs – section 14.6 N/A
Governance – human resources	<ul style="list-style-type: none"> Strategic workforce planning and performance 	ARRs – section 15.1 Pages 5, 58
	<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 Page 58
Open Data	<ul style="list-style-type: none"> Statement advising publication of information 	ARRs – section 16 Back cover
	<ul style="list-style-type: none"> Consultancies 	ARRs – section 31.1 Back cover https://data.qld.gov.au
	<ul style="list-style-type: none"> Overseas travel 	ARRs – section 31.2 Back cover https://data.qld.gov.au
	<ul style="list-style-type: none"> Queensland Language Services Policy 	ARRs – section 31.3 Back cover 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 Page 53
	<ul style="list-style-type: none"> Independent Auditor's Report 	FAA – section 62 FPMS – section 46 ARRs – section 17.2 Pages 54 – 56

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

