

F. Annual report 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	Inside cover
Accessibility	Table of contents	ARRs – section 9.1	Inside cover – second page
	Glossary		Page 76
	Public availability	ARRs – section 9.2	Inside cover
	Interpreter service statement	<i>Queensland Government Language Services Policy</i> ARRs – section 9.3	Inside cover
	Copyright notice	<i>Copyright Act 1968</i> ARRs – section 9.4	Inside back cover
	Information Licensing	<i>QGEA – Information Licensing</i> ARRs – section 9.5	Inside back cover
General information	Introductory Information	ARRs – section 10	Page 3
Non-financial performance	Government’s objectives for the community and whole-of-government plans/specific initiatives	ARRs – section 11.1	Page 4
	Agency objectives and performance indicators	ARRs – section 11.2	Pages 4–10
	Agency service areas and service standards	ARRs – section 11.3	Pages 11–22
Financial performance	Summary of financial performance	ARRs – section 12.1	Page 39
Governance – management and structure	Organisational structure	ARRs – section 13.1	Page 23
	Executive management	ARRs – section 13.2	Page 23–24
	Government bodies (statutory bodies and other entities)	ARRs – section 13.3	N/A
	Public Sector Ethics	<i>Public Sector Ethics Act 1994</i> ARRs – section 13.4	Page 27
	Human Rights	<i>Human Rights Act 2019</i> ARRs – section 13.5	Page 27
	Queensland public service values	ARRs – section 13.6	Page 4

Governance – risk management and accountability	Risk management	ARRs – section 14.1	Pages 28–31
	Audit committee	ARRs – section 14.2	Page 24
	Internal audit	ARRs – section 14.3	Page 26
	External scrutiny	ARRs – section 14.4	Page 26
	Information systems and recordkeeping	ARRs – section 14.5	Pages 27
	Information Security attestation	ARRs – section 14.6	Page 30
Governance – human resources	Strategic workforce planning and performance	ARRs – section 15.1	Pages 32–38
	Early retirement, redundancy and retrenchment	Directive No.04/18 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 15.2	Page 72
Open Data	Statement advising publication of information	ARRs – section 16	Inside cover
	Consultancies	ARRs – section 31.1	https://data.qld.gov.au
	Overseas travel	ARRs – section 31.2	https://data.qld.gov.au
	Queensland Language Services Policy	ARRs – section 31.3	https://data.qld.gov.au
	Charter of Victims’ Rights	VCSVRB Act 2024 ARRs – section 31.4	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 59
	Independent Auditor’s Report	FAA – section 62 FPMS – section 46 ARRs – section 17.2	Page 60–61

FAA *Financial Accountability Act 2009*

FPMS Financial and Performance Management Standard 2019

ARRs Annual report requirements for Queensland Government agencies

QGEA *Queensland Government Enterprise Architecture*

VCSVRB *Victims’ Commissioner and Sexual Violence Review Board Act 2024*