

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 8	1
Accessibility	<ul style="list-style-type: none"> Table of contents Glossary 	ARRs – section 10.1	2 83
	<ul style="list-style-type: none"> Public availability 	ARRs – section 10.2	inside front cover
	<ul style="list-style-type: none"> Interpreter service statement 	<i>Queensland Government Language Services Policy</i> ARRs – section 10.3	inside front cover
	<ul style="list-style-type: none"> Copyright notice 	<i>Copyright Act 1968</i> ARRs – section 10.4	inside front cover
	<ul style="list-style-type: none"> Information Licensing 	<i>QGEA – Information Licensing</i> ARRs – section 10.5	n/a for agencies
General information	<ul style="list-style-type: none"> Introductory Information 	ARRs – section 11.1	3-9
	<ul style="list-style-type: none"> Agency role and main functions 	ARRs – section 11.2	3,10, 21-22
	<ul style="list-style-type: none"> Operating environment 	ARRs – section 11.3	21
Non-financial performance	<ul style="list-style-type: none"> Government's objectives for the community 	ARRs – section 12.1	22
	<ul style="list-style-type: none"> Other whole-of-government plans / specific initiatives 	ARRs – section 12.2	n/a for QIMR Berghofer
	<ul style="list-style-type: none"> Agency objectives and performance indicators 	ARRs – section 12.3	23-32
	<ul style="list-style-type: none"> Agency service areas and service standards 	ARRs – section 12.4	34
Financial performance	<ul style="list-style-type: none"> Summary of financial performance 	ARRs – section 13.1	36
Governance – management and structure	<ul style="list-style-type: none"> Organisational structure 	ARRs – section 14.1	19-20
	<ul style="list-style-type: none"> Executive management 	ARRs – section 14.2	10-18
	<ul style="list-style-type: none"> Government bodies (statutory bodies and other entities) 	ARRs – section 14.3	n/a for QIMR Berghofer
	<ul style="list-style-type: none"> <i>Public Sector Ethics Act 1994</i> 	<i>Public Sector Ethics Act 1994</i> ARRs – section 14.4	33
	<ul style="list-style-type: none"> Queensland public service values 	ARRs – section 14.5	33

Summary of requirement	Basis for requirement	Annual report reference	
Governance – risk management and accountability	<ul style="list-style-type: none"> • Risk management 	ARRs – section 15.1	33
	<ul style="list-style-type: none"> • Audit committee 	ARRs – section 15.2	15-16
	<ul style="list-style-type: none"> • Internal audit 	ARRs – section 15.3	33-34
	<ul style="list-style-type: none"> • External scrutiny 	ARRs – section 15.4	n/a
	<ul style="list-style-type: none"> • Information systems and recordkeeping 	ARRs – section 15.5	35
Governance – human resources	<ul style="list-style-type: none"> • Workforce planning and performance 	ARRs – section 16.1	34
	<ul style="list-style-type: none"> • Early retirement, redundancy and retrenchment 	Directive No.11/12 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 16.2	n/a for agencies
Open Data	<ul style="list-style-type: none"> • Consultancies 	ARRs – section 17 ARRs – section 34.1	n/a
	<ul style="list-style-type: none"> • Overseas travel 	ARRs – section 17 ARRs – section 34.2	35
	<ul style="list-style-type: none"> • Queensland Language Services Policy 	ARRs – section 17 ARRs – section 34.3	n/a for agencies
Financial statements	<ul style="list-style-type: none"> • Certification of financial statements 	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 18.1	78
	<ul style="list-style-type: none"> • Independent Auditor's Report 	FAA – section 62 FPMS – section 50 ARRs – section 18.2	79-80

FAA *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2009*

ARRs *Annual report requirements for Queensland Government agencies*