

Compliance Checklist — CMC Annual Report 2013–14

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 	ARRs – section 8 Inside front cover
Accessibility	<ul style="list-style-type: none"> Table of contents Glossary 	ARRs – section 10.1 Inside front cover Inside back cover
	<ul style="list-style-type: none"> Public availability 	ARRs – section 10.2 Inside back 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 back cover
	<ul style="list-style-type: none"> Information Licensing 	<i>QGEA – Information Licensing</i> ARRs – section 10.5 n/a
General information	<ul style="list-style-type: none"> Introductory Information 	ARRs – section 11.1 Pages 1–6
	<ul style="list-style-type: none"> Agency role and main functions 	ARRs – section 11.2 Pages 2–3, 5, 7, 16, 31
	<ul style="list-style-type: none"> Operating environment 	ARRs – section 11.3 Pages 1, 3–4, 6, 7, 15, 16, 30, 31, 33, 34, 37, 46–47
	<ul style="list-style-type: none"> Machinery of government changes 	ARRs – section 11.4 n/a
Non-financial performance	<ul style="list-style-type: none"> Government's objectives for the community 	ARRs – section 12.1 Pages 2, 42
	<ul style="list-style-type: none"> Other whole-of-government plans / specific initiatives 	ARRs – section 12.2 n/a
	<ul style="list-style-type: none"> Agency objectives and performance indicators 	ARRs – section 12.3 Pages 5, 7–8, 16–17, 31–32, 34, 65, 99
	<ul style="list-style-type: none"> Agency service areas, and service standards 	ARRs – section 12.4 Pages 8, 17, 32, 99
Financial performance	<ul style="list-style-type: none"> Summary of financial performance 	ARRs – section 13.1 Pages 51–56
Governance – management and structure	<ul style="list-style-type: none"> Organisational structure 	ARRs – section 14.1 Pages 35–38
	<ul style="list-style-type: none"> Executive management 	ARRs – section 14.2 Pages 35–38
	<ul style="list-style-type: none"> Related entities 	ARRs – section 14.3 n/a
	<ul style="list-style-type: none"> Government bodies 	ARRs – section 14.4 n/a
	<ul style="list-style-type: none"> <i>Public Sector Ethics Act 1994</i> 	<i>Public Sector Ethics Act 1994</i> (section 23 and Schedule) ARRs – section 14.5 Pages 40, 41

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Governance – risk management and accountability	• Risk management	ARRs – section 15.1	Pages 43, 44
	• External scrutiny	ARRs – section 15.2	Pages 46–47
	• Audit committee	ARRs – section 15.3	Page 44
	• Internal audit	ARRs – section 15.4	Page 43
	• Public Sector Renewal	ARRs – section 15.5	n/a
	• Information systems and recordkeeping	ARRs – section 15.6	Page 45
Governance – human resources	• Workforce planning, attraction and retention, and performance	ARRs – section 16.1	Pages 39–41
	• Early retirement, redundancy and retrenchment	Directive No.11/12 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 16.2	Page 40
Open Data	• Open Data	ARRs – section 17	Inside front cover
Financial statements	• Certification of financial statements	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 18.1	Page 96
	• Independent Auditors Report	FAA – section 62 FPMS – section 50 ARRs – section 18.2	Pages 97–98
	• Remuneration disclosures	<i>Financial Reporting Requirements for Queensland Government Agencies</i> ARRs – section 18.3	Pages 77–81

FAA *Financial Accountability Act 2009* FPMS *Financial and Performance Management Standard 2009*

ARRs *Annual report requirements for Queensland Government agencies*