

Appendix

Annual report compliance

The following annual report checklist outlines the governance, performance, reporting compliance and procedural requirements applicable to the Queensland Parliament from the *Financial Accountability Act 2009* (FAA), the *Financial Performance and Management Standard 2009* (FPMS) as well as the *Annual report requirements for Queensland Government agencies* (ARRs).

Summary of requirement	Basis for requirement	Page
Letter of compliance		
A letter of compliance from the accountable officer or statutory body to the relevant Minister	ARRs – section 7	iv
Accessibility		
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Glossary	ARRs – section 9.1	85
Public availability	ARRs – section 9.2	Inside front cover
Interpreter service statement	<i>Queensland Government Language Services Policy</i> ARRs – section 9.3	Inside front cover
Copyright notice	<i>Copyright Act 1968</i> ARRs – section 9.4	Inside front cover

Summary of requirement	Basis for requirement	Page
General information		
Introductory Information	ARRs – section 10.1	1
Agency role and main functions	ARRs – section 10.2	1
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Summary of financial performance	ARRs – section 12.1	3

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Governance – management and structure		
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Executive management	ARRs – section 13.2	43-45
<i>Public Sector Ethics Act 1994</i>	<i>Public Sector Ethics Act 1994</i>	24-25
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Governance – risk management and accountability		
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Internal audit	ARRs – section 14.3	42
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Governance – human resources		
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Certification of financial statements	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 17.1	81
Independent Auditors Report	FAA – section 62 FPMS – section 50 ARRs – section 17.2	82-84

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