

Appendix 17 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 | Letter of compliance p 1 | |
| Accessibility <ul style="list-style-type: none"> Table of contents Glossary | ARRs – section 9.1 | Contents p iii-vii Glossary p 99-100 | |
| | <ul style="list-style-type: none"> Public availability | ARRs – section 9.2 | Inside cover p ii About this report p 2 |
| | <ul style="list-style-type: none"> Interpreter service statement | Queensland Government Language Services Policy ARRs – section 9.3 | About this report p 2 |
| | <ul style="list-style-type: none"> Copyright notice | Copyright Act 1968 ARRs – section 9.4 | Inside cover p ii |
| | <ul style="list-style-type: none"> Information Licensing | QGEA – Information Licensing ARRs – section 9.5 | Not applicable |
| General information <ul style="list-style-type: none"> Introductory Information | ARRs – section 10 | Chairperson's message p 4-5 | |
| Non-financial performance <ul style="list-style-type: none"> Government's objectives for the community and whole-of-government plans/specific initiatives Agency objectives and performance indicators Agency service areas and service standards | ARRs – section 11.1 | Performance report p 38-40 | |
| | ARRs – section 11.2 | Business operations p 20-25 Accountabilities p 32-35 Performance report p 38-40 Proposed forward operations p 40 | |
| | ARRs – section 11.3 | Business operations p 21-25 | |
| Financial performance <ul style="list-style-type: none"> Summary of financial performance | ARRs – section 12.1 | Summary of Board's financial performance p 41- 42 | |
| Governance – management and structure <ul style="list-style-type: none"> Organisational structure Executive management | ARRs – section 13.1 | Membership and structure p 8 Membership p 9 | |
| | ARRs – section 13.2 | Member profiles p 10-11 | |

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| | <ul style="list-style-type: none"> Government bodies (statutory bodies and other entities) | ARRs – section 13.3 | Agency role and main functions p 6-7 Membership and structure p 8-12 Accountabilities p 32-35 |
| | <ul style="list-style-type: none"> Public Sector Ethics | <i>Public Sector Ethics Act 1994</i> ARRs – section 13.4 | Policies and procedures p 30-31 |
| | <ul style="list-style-type: none"> Human Rights | <i>Human Rights Act 2019</i> ARRs – section 13.5 | Accountabilities p 34-35 |
| | <ul style="list-style-type: none"> Queensland public service values | ARRs – section 13.6 | Not applicable |
| Governance – risk management and accountability | <ul style="list-style-type: none"> Risk management | ARRs – section 14.1 | Accountabilities p 35 |
| | <ul style="list-style-type: none"> Audit committee | ARRs – section 14.2 | Not applicable |
| | <ul style="list-style-type: none"> Internal audit | ARRs – section 14.3 | Accountabilities p 35 |
| | <ul style="list-style-type: none"> External scrutiny | ARRs – section 14.4 | Accountabilities p 32-33 |
| | <ul style="list-style-type: none"> Information systems and recordkeeping | ARRs – section 14.5 | Information systems and recordkeeping p 36-37 |
| | <ul style="list-style-type: none"> Information Security attestation | ARRs – section 14.6 | Not applicable |
| Governance – human resources | <ul style="list-style-type: none"> Strategic workforce planning and performance | ARRs – section 15.1 | Accountabilities p 35 |
| | <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 | Accountabilities p 35 |
| Open Data | <ul style="list-style-type: none"> Statement advising publication of information | ARRs – section 16 | Open data strategy p 37 |
| | <ul style="list-style-type: none"> Consultancies | ARRs – section 31.1 | https://nssab.qld.edu.au/Publications/opendata.php |
| | <ul style="list-style-type: none"> Overseas travel | ARRs – section 31.2 | Not applicable |
| | <ul style="list-style-type: none"> Queensland Language Services Policy | ARRs – section 31.3 | Not applicable |
| 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 | Independent auditor report p 57-59 |

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| | <ul style="list-style-type: none"> • Independent Auditor's Report | FAA – section 62 FPMS – section 46 ARRs – section 17.2 | Independent auditor report p 57-59 |

FAA *Financial Accountability Act 2009*

FPMS *Financial and Performance Management Standard 2019*

ARRs *Annual report requirements for Queensland Government agencies*