

Compliance Checklist

Queensland College of Teachers – Annual Report for 2015

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	3
Accessibility	<ul style="list-style-type: none"> Table of contents Glossary 	ARRs – section 10.1	4 97
	<ul style="list-style-type: none"> Public availability 	ARRs – section 10.2	2
	<ul style="list-style-type: none"> Interpreter service statement 	<i>Queensland Government Language Services Policy</i> ARRs – section 10.3	2
	<ul style="list-style-type: none"> Copyright notice 	<i>Copyright Act 1968</i> ARRs – section 10.4	2
	<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	5, 6-7
	<ul style="list-style-type: none"> Agency role and main functions 	ARRs – section 11.2	5, 6-7, 86-89
	<ul style="list-style-type: none"> Operating environment 	ARRs – section 11.3	11-12
	<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	11
	<ul style="list-style-type: none"> Other whole-of-government plans / specific initiatives 	ARRs – section 12.2	11-12
	<ul style="list-style-type: none"> Agency objectives and performance indicators 	ARRs – section 12.3	13-18
	<ul style="list-style-type: none"> Agency service areas and service standards 	ARRs – section 12.4	13-18
Financial performance	<ul style="list-style-type: none"> Summary of financial performance 	ARRs – section 13.1	46-47
Governance – management and structure	<ul style="list-style-type: none"> Organisational structure 	ARRs – section 14.1	40, 45
	<ul style="list-style-type: none"> Executive management 	ARRs – section 14.2	44
	<ul style="list-style-type: none"> Government bodies (statutory bodies and other entities) 	ARRs – section 14.3	41-44
	<ul style="list-style-type: none"> <i>Public Sector Ethics Act 1994</i> 	<i>Public Sector Ethics Act 1994</i> ARRs – section 14.4	50
Governance –	<ul style="list-style-type: none"> Risk management 	ARRs – section 15.1	48

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risk management and accountability	• External scrutiny	ARRs – section 15.2	48
	• Audit committee	ARRs – section 15.3	48, 89-90
	• Internal audit	ARRs – section 15.4	48
	• Information systems and recordkeeping	ARRs – section 15.5	50
Governance – human resources	• Workforce planning and performance	ARRs – section 16.1	49-50
	• Early retirement, redundancy and retrenchment	Directive No.11/12 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 16.2	49
Open Data	• Consultancies	ARRs – section 17 ARRs – section 34.1	49
	• Overseas travel	ARRs – section 17 ARRs – section 34.2	49
	• Queensland Language Services Policy	ARRs – section 17 ARRs – section 34.3	N/A
	• Government bodies	ARRs – section 17 ARRs – section 34.4	41-42
Financial statements	• Certification of financial statements	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 18.1	83
	• Independent Auditors Report	FAA – section 62 FPMS – section 50 ARRs – section 18.2	84-85
	• Remuneration disclosures	Financial Reporting Requirements for Queensland Government Agencies ARRs – section 18.3	42

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

ARRs *Annual report requirements for Queensland Government agencies*