

DEEDI Annual Report 2010–11 compliance checklist

Summary of requirement		Basis for requirement	Annual Report Reference
Accessibility	Table of contents	ARRs – section 8.1	Pages 4 – 5
	Glossary	ARRs – section 8.1	Pages 209 – 211
	Public	ARRs – section 8.2	Inside front cover
	Interpreter service statement	<i>Queensland Government Language Services Policy</i>	Inside front cover
	Copyright notice	<i>Copyright Act 1968</i>	Inside front cover
	Government Information Licensing Framework (GILF) Licence	<i>Government Information Licensing Framework (GILF) QGEA Policy</i>	Inside front cover
Letter of compliance	A letter of compliance from the accountable officer or statutory body to the relevant Minister(s)	ARRs – section 9	Pages 2 and 3
General information	Introductory Information	ARRs – section 10.1	Pages 6 and 7
	Agency role and main functions	ARRs – section 10.2	Pages 9 – 11
	Legislation administered by DEEDI	ARRs – section 10.2	Pages 195 – 198
	Locations & Contacts	ARRs – section 10.2	Page 212
	Operating environment	ARRs – section 10.3	Pages 10 – 27, 32 – 33, 40 – 41
	External scrutiny	ARRs – section 10.4	n/a
	Machinery of government changes	ARRs – section 10.5	Page 11
	Review of proposed forward operations	ARRs – section 10.6	Page 40 – 45
Non-financial performance	Government objectives for the community	ARRs – section 11.1	Pages 46 – 48
	Council of Australian Government initiatives	ARRs – section 11.3	Pages 48 – 49
	Agency objectives and performance indicators	ARRs – section 11.4	Pages 10 – 15 , 32 – 33 and 44 – 45
	Agency services and service delivery statements	ARRs – section 11.5	Pages 199 – 208
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	Executive management	ARRs – section 13.2	Pages 36 and 54 – 56
	Related entities	ARRs – Section 13.3	Pages 108 – 109 and 146
	Schedule of statutory authorities or instrumentalities	ARRs – Section 13.4	Pages 134 – 135
	Boards and committees	ARRs – section 13.5	Pages 136 – 145
	<i>Public Sector Ethics Act 1994</i>	<i>Public Sector Ethics Act 1994</i> (section 23 and Schedule)	Page 60
	<i>Whistleblowers Protection Act 1994</i>	<i>Whistleblowers Protection Act 1994</i> (sections 30 – 31 and Schedule)	Page 61
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	Summary of requirement	Basis for requirement	Annual Report Reference
Governance – human resources	Workforce planning, attraction and retention	ARRs – section 15.1	Pages 57 – 59
	Early retirement, redundancy and retrenchment	Directive No.17/09 <i>Early Retirement, Redundancy and Retrenchment</i>	Page 58
	Initiatives for women	ARRs – sections 15.1 and 15.3	Pages 58 – 59
	<i>Carers (Recognition) Act 2008</i>	<i>Carers (Recognition) Act 2008</i>	Page 60
Governance – operations	Consultancies	ARRs – section 16.1	Page 147
	Overseas travel	ARRs – section 16.2	Pages 148 – 187
	Information systems and recordkeeping	ARRs – section 16.3	Pages 62 – 63
	Waste management	<i>Environmental Protection (Waste Management) Policy 2000, Environmental Protection Act 1994</i>	Pages 63 – 64
Other prescribed requirements	Indigenous matters (The Queensland Government Reconciliation Action Plan 2009-2012)	<i>The Queensland Government Reconciliation Action Plan 2009-2012</i>	Pages 188 – 189
	Shared Services	ARRs – section 17.2	n/a
	Carbon emissions	<i>Premier's Statement</i>	Pages 65 – 66
Financial Statements	Certification of financial statements	FA Act – section 62 FPMS – sections 42, 43 and 50	Page 125
	Independent Auditor's Report	FA Act – section 62 FPMS – sections 50	Pages 126 – 127
	Remuneration disclosures	<i>Financial Reporting Requirements for Queensland Government Agencies</i>	Pages 92 – 93

ARRs – Annual report requirements for Queensland Government agencies

FA Act – Financial Accountability Act 2009

FPMS – Financial and Performance Management Standard 2009