## Compliance Checklist – Queensland College of Teachers 2011 Annual Report

FA ACT - Financial Accountability Act 2009

FPMS - Financial and Performance Management Standard 2009

ARRs - Annual Report Requirements for Queensland Government Agencies

Summary	of Requirement	Reference Basis	Page Reference Number	Notes
Accessibility	<ul> <li>Table of contents</li> </ul>	ARRs - s 8.1	5	
	<ul><li>Glossary</li></ul>		95	
	<ul> <li>Public availability</li> </ul>	ARRs – s 8.2	2	
	<ul> <li>Interpreter service</li> </ul>	APRS - s8.3	2	
	statement	Queensland Government Language Services Policy		
	<ul> <li>Copyright notice</li> </ul>	APRS - s8.4	2	
		Copyright Act 1968		
Letter of Compliance	A letter of compliance from the accountable officer or statutory body to the relevant Minister(s)	ARRs – s 9	3	
Introductory Information	<ul><li>Introductory information</li></ul>	APRs – s10.1		
	Agency role and main functions	APRs – s 10.2	7, Appendix 1	
	Operating environment	ARRs – s 10.3	15	
	<ul> <li>External scrutiny</li> </ul>	ARRs – s 10.4	49	
	<ul> <li>Review of proposed forward operations</li> </ul>	ARRs – s 10.6	13 – 14, 15	
Non-financial Performance	Government objectives for the community	ARRs – s 111	15	
	<ul> <li>Other whole of Government</li> <li>Plans/Specific initiatives</li> </ul>	ARRs – s 11.2	15	
	Council of     Australian     Government     (COAG)Initiatives	ARRs – s 11.3	15, 32	

	<ul> <li>Agency objectives and performance indicators</li> </ul>	ARRs – s 11.4	15 –19	
	<ul> <li>Agency services and service standards</li> </ul>	ARRs – s 11.5	15 – 19, 20 – 52	
Financial Performance	<ul><li>Summary of financial performance</li></ul>	ARRs – s 12.1	47 – 48	
	<ul><li>Chief Finance Officer (CFO) statement</li></ul>	ARRs – s 12.2	N/A	
	<ul><li>Organisational structure</li></ul>	ARRs – s 13.1	42	
	<ul><li>Executive management</li></ul>	ARRs – s 13.2	45	
	<ul> <li>Related entities</li> </ul>	ARRs – s 13.3	N/A	
	<ul> <li>Schedule of statutory authorities or instrumentalities</li> </ul>	ARRs – s 13.4	N/A	
Governance – Management and Structure	<ul> <li>Boards and committees</li> </ul>	ARRs – s 13.5	45	
and Giradians	<ul> <li>Public Sector         Ethics Act 1994         - implementation         statement giving         details of the action         taken during the         reporting period</li> </ul>	Public Sector Ethics Act 1994 S 23 and schedule	52	
	<ul> <li>Public Interest</li> <li>Disclosure Act</li> <li>2010</li> <li>public interest</li> <li>disclosures</li> <li>received</li> </ul>	Public Interest Disclosure Act 2010 Chapter 2 and Schedule 4	52	
Governance – Risk	<ul> <li>Risk management</li> </ul>	ARRs – s 14.1	49	
Management and	<ul> <li>Audit committee</li> </ul>	ARRs – s 14.2	49	
Accountability	<ul> <li>Internal Audit</li> </ul>	ARRs – s 14.3	49	
Governance – Human Resources	<ul> <li>Workforce planning, attraction and retention</li> </ul>	ARRs – s 15.1	49 – 51	
	<ul> <li>Early retirement, redundancy and retrenchment</li> </ul>	Directive No.17/09 Early Retirement, Redundancy and Retrenchment	51	

		T		
	<ul><li>Carers (Recognition) Act 2008</li></ul>	Carers (Recognition) Act 2008	52	
	Initiatives for women	ARRs – s 15.1 & 15.3	N/A	
Governance – Operations	<ul> <li>Consultancies</li> </ul>	ARRs – s 16.1	90	
	<ul> <li>Overseas travel</li> </ul>	ARRs – s 1 6.2	90	
	Information     systems and     recordkeeping	APRs – s 16.3	49 – 51	
	<ul><li>Waste management</li></ul>	Environmental Protection (Waste Management) Policy 2000, Environmental Protection Act 1994	N/A	
Other Prescribed Requirements	Indigenous matters     (Queensland     Government     Reconciliation     Action Plan 2009- 2012)	APRs – s 17.1  Queensland Government Reconciliation Action Plan 2009- 2012	N/A	
	<ul> <li>Shared services</li> </ul>	ARRs – s 17.2	50	
	<ul> <li>Carbon emissions</li> </ul>	APRs – s 17.3	N/A	
Optional Information that may be reported	Corrections to previous annual reports	ARRs – s 18.2	N/A	
	<ul> <li>Right to Information</li> </ul>	Right to Information Act 2009	52	
	<ul> <li>Information Privacy</li> </ul>	Information Privacy Act 2009	52	
	<ul> <li>Native title</li> </ul>	N/A	N/A	
Financial Statements	Annual general purpose financial statements	Financial Reporting Requirements for Queensland Government Agencies	53 – 78	
	Certification of financial statements	FA Act – s 62 FPMS – s 42, 43 & 50	79	
	<ul> <li>Independent</li> </ul>	FA Act – s 62	80 – 81	

	Auditor's Report	FPMS - s 50		
	Remuneration disclosures	Financial Reporting Requirements for Queensland Government Agencies	67 – 69	
		Section 5 Addendum Executive Remuneration Disclosure.		