

# Compliance checklist

## Queensland College of Teachers Annual Report 2014

Summary of requirement		Basis for requirement	Annual report reference
<b>Letter of compliance</b>	<ul style="list-style-type: none"> <li>A letter of compliance from the accountable officer or statutory body to the relevant Minister</li> </ul>	ARRs – section 8	3
<b>Accessibility</b>	<ul style="list-style-type: none"> <li>Table of contents</li> <li>Glossary</li> </ul>	ARRs – section 10.1	4 95
	<ul style="list-style-type: none"> <li>Public availability</li> </ul>	ARRs – section 10.2	2
	<ul style="list-style-type: none"> <li>Interpreter service statement</li> </ul>	<i>Queensland Government Language Services Policy</i> ARRs – section 10.3	2
	<ul style="list-style-type: none"> <li>Copyright notice</li> </ul>	<i>Copyright Act 1968</i> ARRs – section 10.4	2
	<ul style="list-style-type: none"> <li>Information licensing</li> </ul>	<i>Queensland Government Enterprise Architecture – Information licensing</i> ARRs – section 10.5	N/A
<b>General information</b>	<ul style="list-style-type: none"> <li>Introductory Information</li> </ul>	ARRs – section 11.1	5,6
	<ul style="list-style-type: none"> <li>Agency role and main functions</li> </ul>	ARRs – section 11.2	2, 5, 6, 84-87
	<ul style="list-style-type: none"> <li>Operating environment</li> </ul>	ARRs – section 11.3	6-12, 39
	<ul style="list-style-type: none"> <li>Machinery of Government changes</li> </ul>	ARRs – section 11.4	N/A
<b>Non-financial performance</b>	<ul style="list-style-type: none"> <li>Government objectives for the community</li> </ul>	ARRs – section 12.1	10-11
	<ul style="list-style-type: none"> <li>Other whole-of-government plans / specific initiatives</li> </ul>	ARRs – section 12.2	10-11, 47-48
	<ul style="list-style-type: none"> <li>Agency objectives and performance indicators</li> </ul>	ARRs – section 12.3	12-16, 17-50
	<ul style="list-style-type: none"> <li>Agency service areas and service standards</li> </ul>	ARRs – section 12.4	17-50
<b>Financial performance</b>	<ul style="list-style-type: none"> <li>Summary of financial performance</li> </ul>	ARRs – section 13.1	44-45
<b>Governance – management and structure</b>	<ul style="list-style-type: none"> <li>Organisational structure</li> </ul>	ARRs – section 14.1	39-43
	<ul style="list-style-type: none"> <li>Executive management</li> </ul>	ARRs – section 14.2	39-43
	<ul style="list-style-type: none"> <li>Related entities</li> </ul>	ARRs – section 14.3	N/A
	<ul style="list-style-type: none"> <li>Government bodies</li> </ul>	ARRs – section 14.4	39-43, 87-90
	<ul style="list-style-type: none"> <li><i>Public Sector Ethics Act 1994</i></li> </ul>	<i>Public Sector Ethics Act 1994</i> (section 23 and Schedule) ARRs – section 14.5	48

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<b>Governance – risk management and accountability</b>	• Risk management	ARRs – section 15.1	46, 87
	• External Scrutiny	ARRs – section 15.2	N/A
	• Audit committee	ARRs – section 15.3	46, 87
	• Internal Audit	ARRs – section 15.4	N/A
	• Public Sector Renewal Program	ARRs – section 15.5	N/A
	• Information systems and recordkeeping	ARRs – section 15.6	48
<b>Governance – human resources</b>	• Workforce planning, attraction and retention and performance	ARRs – section 16.1	47-48
	• Early retirement, redundancy and retrenchment	Directive No.11/12 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 16.2	47
<b>Open Data</b>	• Open Data: - Consultancies - Overseas travel	ARRs – section 17	<a href="http://www.qld.gov.au/data">www.qld.gov.au/data</a>
<b>Financial statements</b>	• Certification of financial statements	FAA – section 62 FPMS – sections 42, 43 and 50 ARRs – section 18.1	81
	• Independent Auditors Report	FAA – section 62 FPMS – section 50 ARRs – section 18.2	82-83
	• Remuneration disclosures	<i>Financial Reporting Requirements for Queensland Government Agencies</i> ARRs – section 18.3	66-69

Notes:

- **FA ACT:** *Financial Accountability Act 2009.*
- **FPMS:** *Financial and Performance Management Standard 2009.*
- **ARRs:** *Annual report requirements for Queensland Government agencies.*