

Appendices

Acronyms

AEDP	Assurance and Excellence Development Program	EAP	Employee Assistance Program
AFAC	Australasian Fire and Emergency Services Authorities Council	EMAF	Emergency Management Assurance Framework
AFSM	Australian Fire Service Medal	EMC	Executive Management Committee
APM	Australian Police Medal	FTE	Full Time Equivalent
ARC	Audit and Risk Committee	FPMS	<i>Financial and Performance Management Standard 2009</i>
ARRs	Annual report requirements for Queensland Government agencies	HR	Human Resources
BNHCRC	Bushfire and Natural Hazards Cooperative Research Centre	IGEM	Inspector-General Emergency Management
CaPE	Conduct and Performance Excellence	IWD	International Womens Day
CCC	Crime and Corruption Commission	LGAQ	Local Government Association of Queensland
COTA	Council on the Ageing	MBE	Member of the British Empire
DATSIP	Department of Aboriginal and Torres Strait Islander Partnerships	MOU	Memorandum of Understanding
DCDSS	Department of Communities, Disability Services and Seniors	PDP	Performance and Development Planning
DFV	Domestic and Family Violence	PSBA	Public Safety Business Agency
DHPW	Department of Housing and Public Works	QAO	Queensland Audit Office
DLGRMA	Department of Local Government, Racing and Multicultural Affairs	QDMC	Queensland Disaster Management Committee
DMO	Disaster Management Officer	QFES	Queensland Fire and Emergency Services
DPC	Department of the Premier and Cabinet	QH	Queensland Health
DTMR	Department of Transport and Main Roads	QPS	Queensland Police Service

QRA	Queensland Reconstruction Authority	SDCG	State Disaster Coordination Group
QUT	Queensland University of Technology	TWiG	Testing Within Government

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	ii
Accessibility	<ul style="list-style-type: none"> Table of contents Acronyms 	ARRs – section 9.1	1 55-56
	<ul style="list-style-type: none"> Public availability 	ARRs – section 9.2	i
	<ul style="list-style-type: none"> Interpreter service statement 	<i>Queensland Government Language Services Policy</i> ARRs – section 9.3	i
	<ul style="list-style-type: none"> Copyright notice 	<i>Copyright Act 1968</i> ARRs – section 9.4	i
	<ul style="list-style-type: none"> Information Licensing 	<i>Queensland Government Enterprise Architecture – Information Licensing</i> ARRs – section 9.5	i
General information	<ul style="list-style-type: none"> Introductory information 	ARRs – section 10.1	4-9
	<ul style="list-style-type: none"> Machinery-of-government changes 	ARRs – section 31 and 32	Not applicable
	<ul style="list-style-type: none"> Agency role and main functions 	ARRs – section 10.2	4-9
	<ul style="list-style-type: none"> Operating environment 	ARRs – section 10.3	5-8
Non-financial performance	<ul style="list-style-type: none"> Government's objectives for the community 	ARRs – section 11.1	5
	<ul style="list-style-type: none"> Other whole-of-government plans/specific initiatives 	ARRs – section 11.2	14-23
	<ul style="list-style-type: none"> Agency objectives and performance indicators 	ARRs – section 11.3	14-23
	<ul style="list-style-type: none"> Agency service areas and service standards 	ARRs – section 11.4	12-13
Financial performance	<ul style="list-style-type: none"> Summary of financial performance 	ARRs – section 12.1	10-11
Governance – management and structure	<ul style="list-style-type: none"> Organisational structure 	ARRs – section 13.1	9
	<ul style="list-style-type: none"> Executive management 	ARRs – section 13.2	26-27
	<ul style="list-style-type: none"> Government bodies (statutory bodies and other entities) 	ARRs – section 13.3	Not applicable
	<ul style="list-style-type: none"> <i>Public Sector Ethics Act 1994</i> 	<i>Public Sector Ethics Act 1994</i> ARRs – section 13.4	28
	<ul style="list-style-type: none"> Queensland public service values 	ARRs – section 13.5	6
Governance – risk management and accountability	<ul style="list-style-type: none"> Risk management 	ARRs – section 14.1	27, 29-31
	<ul style="list-style-type: none"> Audit committee 	ARRs – section 14.2	27
	<ul style="list-style-type: none"> Internal audit 	ARRs – section 14.3	30-31
	<ul style="list-style-type: none"> External scrutiny 	ARRs – section 14.4	29-30
	<ul style="list-style-type: none"> Information systems and recordkeeping 	ARRs – section 14.5	31

Summary of requirement	Basis for requirement	Annual report reference	
Governance – human resources	<ul style="list-style-type: none"> Strategic workforce planning and performance 	ARRs – section 15.1	32-34
	<ul style="list-style-type: none"> Early retirement, redundancy and retrenchment 	Directive No.16/16 <i>Early Retirement, Redundancy and Retrenchment</i> (from 20 May 2016 – 10 May 2018) Directive No.4/18 <i>Early Retirement, Redundancy and Retrenchment</i> (from 11 May 2018) ARRs – section 15.2	34
Open Data	<ul style="list-style-type: none"> Statement advising publication of information 	ARRs – section 16	i
	<ul style="list-style-type: none"> Consultancies 	ARRs – section 33.1	i
	<ul style="list-style-type: none"> Overseas travel 	ARRs – section 33.2	i
	<ul style="list-style-type: none"> Queensland Language Services Policy 	ARRs – section 33.3	i
Financial statements	<ul style="list-style-type: none"> Certification of financial statements 	<i>Financial Accountability Act 2009</i> – section 62 <i>Financial and Performance Management Standard 2009</i> – sections 42, 43 and 50 ARRs – section 17.1	51
	<ul style="list-style-type: none"> Independent Auditor's Report 	<i>Financial Accountability Act 2009</i> – section 62 <i>Financial and Performance Management Standard 2009</i> – section 50 ARRs – section 17.2	52-54

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