

# Glossary

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<b>APM</b>	Australian Police Medal
<b>ARCC</b>	Audit, Risk and Compliance Committee
<b>BA</b>	Bachelor of Arts
<b>BEd</b>	Bachelor of Education
<b>BJourn</b>	Bachelor of Journalism
<b>BJus</b>	Bachelor of Justice
<b>BoM</b>	Board of Management
<b>DM Act</b>	Disaster Management Act 2003
<b>DMO</b>	Disaster Management Officer
<b>ELT</b>	Executive Leadership Team – Board of Management
<b>EMC</b>	Executive Management Committee
<b>EMPA</b>	Executive Master of Public Administration
<b>FTE</b>	Full-Time Equivalent
<b>FRGS</b>	Fellow of the Royal Geographical Society
<b>GAICD</b>	Graduate Member Australian Institute of Company Directors
<b>GST</b>	Good and Services Tax
<b>IGEM</b>	Office of the Inspector-General of Emergency Management
<b>IGEM (the)</b>	The Inspector-General of Emergency Management
<b>LGAQ</b>	Local Government Association of Queensland
<b>LLB</b>	Bachelor of Laws
<b>MBA</b>	Master of Business Administration
<b>MBE</b>	Member of the Order of the British Empire
<b>MP</b>	Member of Parliament

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<b>MPsychOrg</b>	Master of Organisational Psychology
<b>MSc</b>	Master of Science
<b>PSA</b>	Public Safety Agencies
<b>PSBA</b>	Public Safety Business Agency
<b>QAO</b>	Queensland Audit Office
<b>QFES</b>	Queensland Fire and Emergency Services
<b>QPS</b>	Queensland Police Service
<b>QRA</b>	Queensland Reconstruction Authority
<b>SDCG</b>	State Disaster Coordination Group
<b>SDS</b>	Service Delivery Statement
<b>The Standard</b>	Standard for disaster management in Queensland

# Compliance checklist

Summary of requirement		Basis for requirement	Annual report reference
Letter of compliance	<ul style="list-style-type: none"> <li>A letter of compliance from the accountable officer or statutory body to the relevant Minister/s</li> </ul>	ARRs – section 7	3
Accessibility	<ul style="list-style-type: none"> <li>Table of contents</li> <li>Glossary</li> </ul>	ARRs – section 9.1	4 44-45
	<ul style="list-style-type: none"> <li>Public availability</li> </ul>	ARRs – section 9.2	2
	<ul style="list-style-type: none"> <li>Interpreter service statement</li> </ul>	Queensland Government Language Services Policy ARRs – section 9.3	2
	<ul style="list-style-type: none"> <li>Copyright notice</li> </ul>	Copyright Act 1968 ARRs – section 9.4	2
	<ul style="list-style-type: none"> <li>Information Licensing</li> </ul>	QGEA – Information Licensing ARRs – section 9.5	2
General information	<ul style="list-style-type: none"> <li>Introductory Information</li> </ul>	ARRs – section 10	5
Non-financial performance	<ul style="list-style-type: none"> <li>Government's objectives for the community and whole-of-government plans/specific initiatives</li> </ul>	ARRs – section 11.1	9
	<ul style="list-style-type: none"> <li>Agency objectives and performance indicators</li> </ul>	ARRs – section 11.2	9-11
	<ul style="list-style-type: none"> <li>Agency service areas and service standards</li> </ul>	ARRs – section 11.3	12
Financial performance	<ul style="list-style-type: none"> <li>Summary of financial performance</li> </ul>	ARRs – section 12.1	13-14
Governance – management and structure	<ul style="list-style-type: none"> <li>Organisational structure</li> </ul>	ARRs – section 13.1	15
	<ul style="list-style-type: none"> <li>Executive management</li> </ul>	ARRs – section 13.2	15-17
	<ul style="list-style-type: none"> <li>Government bodies (statutory bodies and other entities)</li> </ul>	ARRs – section 13.3	Not Applicable
	<ul style="list-style-type: none"> <li>Public Sector Ethics</li> </ul>	Public Sector Ethics Act 1994 ARRs – section 13.4	18
	<ul style="list-style-type: none"> <li>Human Rights</li> </ul>	Human Rights Act 2019 ARRs – section 13.5	18
	<ul style="list-style-type: none"> <li>Queensland public service values</li> </ul>	ARRs – section 13.6	17
Governance – risk management and accountability	<ul style="list-style-type: none"> <li>Risk management</li> </ul>	ARRs – section 14.1	19
	<ul style="list-style-type: none"> <li>Audit committee</li> </ul>	ARRs – section 14.2	19–20
	<ul style="list-style-type: none"> <li>Internal audit</li> </ul>	ARRs – section 14.3	20
	<ul style="list-style-type: none"> <li>External scrutiny</li> </ul>	ARRs – section 14.4	20–22
	<ul style="list-style-type: none"> <li>Information systems and recordkeeping</li> </ul>	ARRs – section 14.5	22
	<ul style="list-style-type: none"> <li>Information Security attestation</li> </ul>	ARRs – section 14.6	Not Applicable

Summary of requirement	Basis for requirement	Annual report reference	
<b>Governance – human resources</b>	<ul style="list-style-type: none"> <li>• <b>Strategic workforce planning and performance</b></li> </ul>	ARRs – section 15.1	23
	<ul style="list-style-type: none"> <li>• <b>Early retirement, redundancy and retrenchment</b></li> </ul>	Directive No.04/18 <i>Early Retirement, Redundancy and Retrenchment</i> ARRs – section 15.2	24
<b>Open Data</b>	<ul style="list-style-type: none"> <li>• <b>Statement advising publication of information</b></li> </ul>	ARRs – section 16	Not Applicable
	<ul style="list-style-type: none"> <li>• <b>Consultancies</b></li> </ul>	ARRs – section 33.1	22
	<ul style="list-style-type: none"> <li>• <b>Overseas travel</b></li> </ul>	ARRs – section 33.2	22
	<ul style="list-style-type: none"> <li>• <b>Queensland Language Services Policy</b></li> </ul>	ARRs – section 33.3	Not Applicable
<b>Financial statements</b>	<ul style="list-style-type: none"> <li>• <b>Certification of financial statements</b></li> </ul>	FAA – section 62 FPMS – sections 38, 39 and 46 ARRs – section 17.1	40
	<ul style="list-style-type: none"> <li>• <b>Independent Auditor’s Report</b></li> </ul>	FAA – section 62 FPMS – section 46 ARRs – section 17.2	41-43