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|  | Compliance checklist  Queensland Curriculum and Assessment Authority Annual report 2014–15 |

| **Summary of requirement** | | **Basis for requirement** | **Annual report reference** |
| --- | --- | --- | --- |
| Letter of compliance | Letter of compliance from the accountable officer or statutory body to the relevant Minister | ARRs *—* section 8 | Page 1 |
| Accessibility | * Table of contents * Glossary | ARRs — section 10.1 | * Page i * inside back cover |
| Public availability | ARRs — section 10.2 | Page 2 |
| Interpreter service statement | Queensland Government Language Services Policy  ARRs — section 10.3 | Page 2 |
| Copyright notice | Copyright Act 1968  ARRs — section 10.4 | Inside front cover |
| Information licensing | Queensland Government Enterprise Architecture — Information licensing  ARRs — section 10.5 | N/A |
| General information | Introductory Information | ARRs — section 11.1 | Pages 4–5, 10 |
| Agency role and main functions | ARRs — section 11.2 | Pages 5, 10 |
| Operating environment | ARRs — section 11.3 | Pages 10–20 |
| Machinery of Government changes | ARRs — section 11.4 | N/A |
| Non-financial performance | Government objectives for the community | ARRs — section 12.1 | Page 11 |
| Other whole-of-government plans / specific initiatives | ARRs — section 12.2 | N/A |
| Agency objectives and performance indicators | ARRs — section 12.3 | Pages 3, 11 |
| Agency service areas, service standards and other measures | ARRs — section 12.4 | Pages 11–20 |
| Financial performance | Summary of financial performance | ARRs — section 13.1 | Page 20 |
| Governance — management and structure | Organisational structure | ARRs — section 14.1 | Page 10 |
| Executive management | ARRs — section 14.2 | Pages 5–6, 33 |
| Government bodies | ARRs — section 14.3 | Pages 5–9 |
| *Public Sector Ethics Act 1994* | *Public Sector Ethics Act 1994* (section 23 and Schedule)  ARRs — section 14.4 | Page 19 |
| Governance — risk management and accountability | Risk management | ARRs — section 15.1 | Pages 7, 18–19 |
| External Scrutiny | ARRs — section 15.2 | N/A |
| Audit committee | ARRs — section 15.3 | Page 7 |
| Internal Audit | ARRs — section 15.4 | Page 18 |
| Information systems and recordkeeping | ARRs — section 15.5 | Page 19 |
| Governance — human resources | Workforce planning, attraction and retention and performance | ARRs — section 16.1 | Page 20 |
| Early retirement, redundancy and retrenchment | Directive No.11/12 *Early Retirement, Redundancy and Retrenchment*  ARRs — section 16.2 | Appendix 3 |
| Open Data | Open Data:   * Overseas travel * Consultancies * Fees paid to board members | ARRs — section 17 | * Appendix 2 * Appendix 2 * Appendix 1 |
| Financial statements | Certification of financial statements | FAA — section 62  FPMS — sections 42, 43 and 50  ARRs — section 18.1 | Page 45 |
| Independent Auditors Report | FAA — section 62  FPMS — section 50  ARRs — section 18.2 | Pages 46–47 |
| Remuneration disclosures | *Financial Reporting Requirements for Queensland Government Agencies*  ARRs — section 18.3 | Page 34 |

#### Key

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| FAA | *Financial Accountability Act 2009* |
| FPMS | Financial and Performance Management Standard 2009 |
| ARRs | Annual report requirements for Queensland Government agencies |