## Appendix F – Compliance checklist

### Family Responsibilities Commission 2023-24 annual report

| **Summary of requirement** | **Basis for requirement** | **Annual report reference** |
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| **Letter of compliance** | * **A letter of compliance from the accountable officer or statutory body to the relevant Minister/s**
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* **Glossary**
 | ARRs – section 9.1 | Page 5Page 137 |
| * **Public availability**
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| * **Interpreter service statement**
 | *Queensland Government Language Services Policy*ARRs – section 9.3 | Page 2 |
| * **Copyright notice**
 | *Copyright Act 1968*ARRs – section 9.4 | Page 2 |
| * **Information licensing**
 | *QGEA – Information Licensing*ARRs – section 9.5 | N/A |
| **General information** | * **Introductory Information**
 | ARRs – section 10 | Pages 8-41, 70-77, 112-113 |
| **Non-financial performance** | * **Government’s objectives for the community and whole-of-government plans/specific initiatives**
 | ARRs – section 11.1 | Pages 42-43, 114-115 |
| * **Agency objectives and performance indicators**
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| * **Agency service areas and service standards**
 | ARRs – section 11.3 | Pages 16-69 |
| **Financial performance** | * **Summary of financial performance**
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| **Governance – management and structure** | * **Organisational structure**
 | ARRs – section 13.1 | Pages 12-13, 28-31, 78-79 |
| * **Executive management**
 | ARRs – section 13.2 | Pages 28-29, 79-80 |
| * **Government bodies (statutory bodies and other entities)**
 | ARRs – section 13.3 | N/A |
| * **Public Sector Ethics**
 | *Public Sector Ethics Act 1994*ARRs – section 13.4 | Page 81 |
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 | *Human Rights Act 2019*ARRs – section 13.5 | Pages 81-82 |
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| **Summary of requirement** | **Basis for requirement** | **Annual report reference** |
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| * **Audit committee**
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| * **Information systems and record keeping**
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| * **Information security attestation**
 | ARRs – section 14.6 | N/A |
| **Governance – human resources** | * **Strategic workforce planning and performance**
 | ARRs – section 15.1 | Pages 84-88 |
| * **Early retirement, redundancy and retrenchment**
 | Directive No. 04/18 *Early Retirement, Redundancy and Retrenchment*ARRs – section 15.2 | Page 85 |
| **Open Data** | * **Statement advising publication of information**
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| * **Consultancies**
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| * **Overseas travel**
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| * **Queensland Language Services Policy**
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| **Financial statements** | * **Certification of financial statements**
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| * **Independent Auditor’s Report**
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