

Annual Reporting Framework 2012 - 2013

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PSC | Public Sector
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Annual Reporting Framework 2012-2013

Annual Reporting Requirements

Financial Management Act 2006

Public Sector Management Act 1994

Treasurer's Instructions

Specific Legislation

Cabinet Decisions and Government Policy Statements

The Framework



Public Sector Commissioner's Circular 2013-01
Annual Reporting

Annual Reporting Framework 2012-13

Frequently Asked Questions

www.publicsector.wa.gov.au

Q: What is the Annual Reporting Framework and do I have to comply with it?

A: The Annual Reporting Framework is not more red tape. It is produced to help explain and guide you through the tape that already exists and applies to you.



Principles for Reporting

Quality of Information

Presentation

Readability

Format and Layout

Guidelines for Reporting

Timing

Distribution

Publication (accessibility and costs)

Recognition

Timing



Tabled within **90 days** of end of financial year



End of financial year is **30 June**
(unless an act provides otherwise)



Deadline – **Friday 27 September 2013**

Distribution

Parliament

- 10 hard copies
- 1 electronic copy

National Library of Australia

- 1 hard copy

State Library of Western Australia

- 1 hard copy
- 1 electronic copy

Department of the Premier and Cabinet's Library

- 1 hard copy

Publication

One Official
Version

Publicly Available
ASAP after
tabling

Primary
distribution
through agency's
website

Limited number
of hard copies

Costs to be kept
to a minimum

Accessibility

12 point Arial font

Strong colour contrast between text and background

Avoid italics, block capitals, underlining and watermarks

Avoid the use of footnotes

Photographs need to be explained in the text or caption

Reporting of Costs

Information	Previous Financial Year	Current Financial Year
Number of hard-copies printed (not including photocopies or electronic versions)		
Printing Cost (\$) (for printing hard copies of the final report)		
Cost of staff time (\$)		
Consultants/External Resources (\$)		
Total Cost (\$)		

Recognition

The 2013 Winners of the 28th Annual WS Lonnie Awards: WA Police, Department of Mines and Petroleum and the Office of the Auditor General.



Thank you

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