

## Information position

Final September 2009 1.0.0

**PUBLIC**

### Position statement

This position relates to and should be read in conjunction with the *QGEA Information policy*.

Ref #	Target	Compliance date
1	Agencies must establish formal information governance roles and responsibilities. That is agencies must either: <ul style="list-style-type: none"><li>• establish a body responsible for information governance</li><li>• assign responsibility for information governance to an existing body.</li></ul>	31 December 2009
2	Agencies must establish an authorising and accountability environment for the routine and proactive disclosure of information.	31 December 2009
3	QGCIIO must develop the <i>QGEA Information Management Maturity Models</i> and supporting tools.	31 December 2009
4	Agencies must self-assess their information management maturity, against the <i>QGEA Information Management Maturity Models</i> annually.	30 June 2010
5	QGCIIO must provide a guideline on the requirements and contents of an agency annual information management work plan.	30 September 2010
6	Agencies must prepare an information management work plan annually.	30 June 2011

These targets apply to all departments in the scope of the related QGEA policy. If a department believes that a target is not applicable to their context, or delivery constraints means the deadline for the target cannot be met, they may apply for an exception to the target.

## Reporting requirements

Departments, as a minimum, must:

- from 30 June 2010 report to QGCI0 on their self-assessed information management maturity level by the end of each financial year, as part of their agency GEA self-assessment.
- from 30 June 2011 provide QGCI0 with a copy of their annual information management work plan by the end of each financial year, as part of their agency GEA self-assessment

## Issue and review

This QGEA position paper is published within the QGEA and is administered by the Queensland Government Chief Information Office (QGCI0). It was developed by the QGCI0 and approved by the Queensland Government Chief Information Officer on 28 September 2009.

This QGEA position paper will be reviewed on two yearly basis. The next review date is September 2011.

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