Application for an exception to the QGEA

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| 1. **Exception Details**
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| 1. **Agency name:**
 |  |
| **Contact officer:**  |  |
| 1. **Application date:**
 |  |
| 1. **QGEA document name:**
 | 1. Insert document name
 |
| 1. **Exception sought for:**
 |
| 1. **No**
 | 1. **Details**
 | 1. **Proposed date of compliance**
 |
|  | 1. (insert specific QGEA requirements/targets)
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| 1. **Rationale**
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| 1. To gain an exception, agencies must undertake a risk assessment of any information standards or QGEA policies they believe cannot or will not be met*.* **Outline the rationale, timeframe and specific compliance issues for which an exception is being sought.**
2. Insert response
 |
| 1. **Indicate on which basis an exception is being sought by your agency**
 |
| [ ]  Resource constraints[ ]  Time constraints[ ]  Impact on organisation (i.e. change load/culture) | [ ]  Relevance to agency business direction[ ]  Technology[ ]  Other (insert other reasons)Insert response |
| 1. **Provide a summary from your agency risk assessment or business case of the likelihood and consequence of the impact on the agency due to delayed compliance.**

Insert response |
| **Provide a summary, from the agency perspective, of the likelihood and consequence of impact to the whole-of-government due to the expected delay of compliance.**Insert response |
| **Please specify the remedial action undertaken to address any inconsistencies with agency and whole-of-government directions arising from the exception being approved.**[ ]  Initiative documentation (e.g. project briefs, program mandates, business cases)[ ]  Planning documentation (e.g. ICT work plan, info management work plan, portfolio plan)[ ]  other (insert other relevant document) [type here] |

1. **Endorsements and approval**

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| **Requesting agency CIO/Senior Executive** |
| [ ]  Agency direction/approach/business case has been sighted and approved.[ ]  Agency risk assessment and mitigation plan has been sighted and approved[ ]  Exception application is Insert text if required**Name:****Position:** **Signature: Date:** |

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| **Endorsement by policy sponsor** |
| [ ]  **Supported**[ ]  **Not Supported**Insert text with explanation**Name:****Position:****Signature: Date:** |

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| **Endorsement by Queensland Government Customer and Digital Group** |
| [ ]  **Supported**[ ]  **Not Supported**Insert text with explanation**Name:****Position:****Signature: Date:** |