DIRECTIVE

OFFICE OF THE QUEENSLAND Integrity Commissioner

Queensland Integrity Commissioner's Directive — Registered lobbyists to record new clients in the Queensland Lobbying Register before undertaking lobbying activity for them

Directive: 05/26 **Effective date: 01/07/2026**

Purpose

This directive requires registered lobbyists (lobbyists) to record their third party clients (clients) in the Queensland Lobbying Register before undertaking any lobbying activity for them.

Who must comply with this directive?

All registered lobbyists in Queensland.

What client information must be recorded in the Queensland Lobbying Register?

Details of a lobbyist's client are 'recorded particulars' as defined in the *Integrity Act 2009* (see section 41).

The lobbyist must record the following details for each client:

a) the client's full legal name

b) the client's business phone number and/or email address.

When does the client information need to be recorded in the Queensland Lobbying Register?

The lobbyist must record the required details in the Queensland Lobbying Register within 10 business days of entering into a lobbying agreement with the client (see section 65 of the *Integrity Act 2009*), and before undertaking any lobbying activity for the client.

Note: National and Queensland public holidays are not included in the count of business days.

Examples:

Prior to undertaking lobbying activity:

- *A lobbyist enters into a lobbying agreement with a client on Friday 7 February and intends to call a representative on behalf of the client on Monday 10 February. The client needs to be recorded in the register before the lobbyist calls the representative.*

Within 10 business days of entering into a lobbying agreement:

- *A lobbyist enters into a lobbying agreement with a client on Friday 11 November but, because of planned leave, will not be able to make any contact with a representative on behalf of the client until they return in December. The client needs to be recorded in the register by Friday 25 November.*

What happens if the client information changes?

Under section 65 of the *Integrity Act 2009*, a lobbyist must notify the Integrity Commissioner of any change in the details recorded for a client within 10 business days after the lobbyist becomes aware of the change.

The lobbyist is deemed to have notified the Integrity Commissioner of the change in details if the lobbyist has updated the information in the Queensland Lobbying Register.

> *Example:*
> *A client's business phone number changes on Monday 1 February. The lobbyist becomes aware of the change on Tuesday 2 February. The lobbyist must update the information in the Queensland Lobbying Register by Tuesday 16 February.*

Authority

This directive is made by the Queensland Integrity Commissioner under section 57(1) (a) and (c) of the *Integrity Act 2009*. Compliance with this directive is mandatory for all registered lobbyists. Failure to comply with a directive is a ground for taking regulatory action, for example, issuing a compliance notice under section 66F of the *Integrity Act 2009* or imposing sanctions including suspension and cancellation of registration under section 66H of the *Integrity Act 2009*.

Definitions

The table below provides definitions for special terms used in this directive. Other terms used in this directive have the meaning provided in the *Integrity Act 2009* (see section 41 and Schedule 2).

Term	Definition
lobbying agreement	A contract or other agreement between a registered lobbyist and an entity that requires or permits the lobbyist to provide a lobbying activity for the entity for a commission, payment or other reward.