

## **ASANA MODERN SLAVERY TRANSPARENCY STATEMENT FOR THE FISCAL YEAR ENDING JANUARY 31, 2023**

### **Introduction**

This is the modern slavery statement (“Statement”) for Asana, Inc. and its subsidiaries (collectively, “Asana”). This statement has been prepared in compliance with global modern slavery-related legislation including the UK Modern Slavery Act of 2015, the California Transparency in Supply Chains Act 2010 and the Australian Modern Slavery Act 2018, which requires that businesses disclose information concerning their efforts to address the risks of modern slavery within their organization and in their supply chains. This Statement constitutes Asana’s forced labor and human trafficking statement for Asana’s fiscal year ending January 31, 2023.

### **Our Business and Supply Chain**

Asana’s mission is to help humanity thrive by enabling the world’s teams to work together effortlessly.

Asana is a work management platform that helps teams orchestrate work, from daily tasks to cross-functional strategic initiatives. Over 130,000 paying customers use Asana to manage everything from product launches to marketing campaigns to organization-wide goal setting. Our platform adds structure to unstructured work, creating clarity, transparency, and accountability to everyone within an organization—individuals, team leads, and executives—so they understand exactly who is doing what, by when.

Asana is a U.S. publicly-traded company incorporated in Delaware, headquartered in San Francisco, California, and listed on both the New York Stock Exchange and the Long-Term Stock Exchange. Asana provides this joint statement for itself and on behalf of certain foreign subsidiaries, including Asana Software Australia Pty Ltd., Asana Software Canada Ltd., Asana France SAS, Asana Germany GmbH, Asana Software Iceland ehf, Asana Software Ireland Ltd., Asana Ireland Technology Ltd., Asana Japan KK, Asana Switzerland GmbH, Asana Software UK Ltd., and Asana Software Singapore Pte Ltd. Asana and its consolidated subsidiaries share the same core business operations and supply chains as well as modern slavery policies, processes, and risks further described in this statement.

Based on our business model, Asana believes that the risk of modern slavery in our business and supply chain is limited. Asana does not manufacture a tangible product—rather, we sell software licenses to our platform globally through both direct sales and via our partners.

### **Assessing and Managing Risk**

While Asana is not at high risk for modern slavery in our business, we recognize that there is some risk present in every operation. To assess and manage that risk Asana's Accounts Payable team screens all new vendors through Moody's Analytics, which performs due diligence on risk factors like human trafficking, forced labor, and human slavery, among other offenses. Asana also incorporates protections into our vendor contracts by obligating vendors to comply with all local laws and regulations.

### **Code of Conduct and Ethics**

Asana is committed to recognizing and supporting human rights. Asana strives to comply with all applicable laws and regulations governing our business. Our commitment to act with integrity in our business practices is memorialized in our Code of Conduct and Ethics (the "Code"), which provides guidance to our employees, contractors, officers, and board members (collectively, the "Asana community") on the policies, laws, rules, and regulations they are expected to follow.

Under the Code, Asana Community members who become aware of a potential violation of the Code have a responsibility to report it. Asana offers several reporting channels for Asanas and business partners who may have ethics concerns, and promotes them through internal policies, communications, and training. Those reporting channels include a 24-hour telephone hotline and web portal that allow users to report anonymously and often in the local language of our Asana offices. Any allegations of modern slavery will be thoroughly investigated by our Legal team in collaboration with Asana's Internal Audit team as needed, and under the direction and oversight of Asana's General Counsel. Retaliation against any individual that reports a modern slavery concern in good faith is strictly prohibited.

We have created a Supplier Code of Conduct in order to hold our vendors to the minimum standards of behavior that we expect in relation to matters such as integrity and ethics, trade sanctions and export controls, human rights, labor standards, environmental standards and a commitment to ensure compliance with global modern slavery-related legislation.

## **Training**

Recognising that it is important to educate Asanas about the potential for modern slavery in our supply chain, Asana has provided guidance and training to relevant employees on the risk and the steps to be taken in the event an issue arises.

## **Combating Modern Slavery - Goals for 2023**

Asana is committed to continuously improving our efforts to combat modern slavery and forced labor in our operations and supply chain. In fiscal year 2024, we will focus on the following goals:

1. Conducting a supply chain risk assessment: As part of our ESG programme, Asana will initiate a supply chain risk assessment of our supply chain to identify potential modern slavery risks and develop a strategy to monitor and manage those risks. This will also allow Asana's modern slavery program to generate data to produce an effectiveness assessment.
2. Enhancing vendor accountability: Asana will implement our new Supplier Code of Conduct by adding it as part of the onboarding process for new vendors .
3. Provide ongoing training: Asana will continue to educate relevant employees on the risks of modern slavery in our supply chain and the steps to be taken in the event that an issue or query arises.

Asana will monitor and report on our progress in achieving these goals in our next Modern Slavery Act statement.

## **Conclusion**

We believe that these goals will help us further mitigate the risk of modern slavery in our business and supply chain, and we remain committed to upholding the highest standards of ethical conduct and human rights.

## **Approval and Signature**

In accordance with the Act, this Statement is made by Asana, Inc. by and on behalf of itself and its consolidated subsidiaries.

This Statement was approved by the Asana, Inc. Board of Directors on 24 May 2023,  
and signed by:



Eleanor Lacey  
General Counsel and Corporate Secretary  
May 24, 2023