

# Supplier Code of Conduct

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Atlassian is committed to conducting business in an ethical and honest manner and in compliance with all applicable laws and regulations. Toward that goal, Atlassian endeavours to choose reputable suppliers that conduct business in a manner that shows such a commitment.

To ensure consistency and mutual commitment, Atlassian requires that our suppliers (including their employees, representatives and subcontractors) comply with this Supplier Code of Conduct (“Supplier Code”). This Supplier Code does not replace specific contractual requirements. If a contractual term is stricter than this Supplier Code, the supplier must meet the stricter contractual requirement. Suppliers will comply with all applicable laws and regulations. Where the Supplier Code requirement is more stringent than applicable laws, the more stringent requirement should be followed. Where applicable legal or regulatory requirements conflict with this Supplier Code, suppliers should follow the law while seeking to meet the underlying principles of the Supplier Code. Suppliers must behave in an ethical and transparent manner regardless of whether the Supplier Code, contractual obligations and / or supplemental [Atlassian policies](#) specifically address a situation.



## Labor practices and human rights

Atlassian is committed to human rights and equal opportunity in the workplace, which includes the expectation that suppliers will ensure their employees are treated fairly and with dignity and respect.

## Respect and fair treatment

Suppliers will comply with all applicable laws on non-discrimination and anti-harassment in hiring and employment. Suppliers will maintain a workplace where business activities are conducted with respect and where treatment is fair and without abuse, notwithstanding local legal requirements that may say otherwise.

## Safety and security

Suppliers will promote safe and secure workplaces. Suppliers should have policies and practices in place to ensure the health and safety of their employees and take all necessary steps to provide a safe working environment.

## Freedom of association

Suppliers will respect employees' lawful right of free association, as well as their lawful right to join, form, or not to join a labor union or otherwise engage in collective bargaining. Where local law fails to protect freedom of association, suppliers shall comply with the law while providing workers and/or their representatives with the opportunity to safely and openly communicate with each other and with management regarding working conditions and management practices without fear of discrimination, reprisal, intimidation, or harassment.

## Employment eligibility and voluntary labor

Suppliers will only employ workers with a legal right to work. Child labor (as defined by the [International Labour Organization](#)) and forced labor (including prison labor, indentured labor, bonded labor, or slave labor) are forbidden in any circumstance.



## Appropriate work hours and wages

Suppliers will comply with all applicable laws on work hours and overtime, as well as all applicable laws on wages and benefits. Suppliers should follow the [International Labour Organization's Standards on Working Time](#) and should provide living wages to employees. Suppliers will prohibit employee-borne recruitment fees, the retention of employee passports or other travel documents, and will provide adequate living facilities (where dormitories are provided).



## Business practices

Protecting Atlassian confidential information and being a market leader in [privacy and data security](#) is integral to our our business, our customers, and our reputation.

### Privacy

Suppliers will comply with all applicable data protection and privacy laws, and never disclose personal data outside of Atlassian except as required by law or as directed by Atlassian. Suppliers will adhere to the [Atlassian Privacy Principles](#).

### Publicity

Suppliers will not use Atlassian's names, logos or proprietary marks, or share the existence of or publicize supplier's business relationship with Atlassian for any purpose, without Atlassian's prior written consent.



## Confidential and proprietary information

Suppliers will protect Atlassian confidential and proprietary information and act to prevent its misuse, theft, fraud, or improper disclosure. Suppliers must take all due care in handling, discussing, or transmitting confidential or proprietary information that could affect Atlassian, its employees, its customers, the business community, or the general public.

## Intellectual property

Suppliers must safeguard and take necessary steps to protect Atlassian's and its customers proprietary intellectual property, even if it is public. This includes trademarks, patents, copyrights, inventions, and other proprietary works. Supplier must only use such intellectual property for the purposes authorized in a contractual agreement.

## Business records

Suppliers will maintain accurate and complete business records on all matters related to supplier's business with Atlassian. Suppliers will provide such business records to Atlassian upon request.

## Inside information and insider trading

Suppliers that gain access to any material, non-public information about Atlassian, our customers or business partners while working with Atlassian must not share that information with others or use it for market trading or to tip anyone else in market trading.





## Business relationships and integrity

Atlassian requires its Suppliers to conduct business as Atlassian strives to conduct its business: in a responsible manner, with integrity and high ethical standards, and in compliance with the law.

### Anti-bribery and anti-corruption

Suppliers must never offer, promise, make, or authorize any payment, bribe, or thing of value in connection with Atlassian's business if the purpose or intent is to gain a business advantage. Suppliers must comply with our policy on anti-bribery and all applicable anti-bribery and anti-corruption laws.

### Competition

Suppliers will comply with all applicable laws regarding fair competition and antitrust.

### Conflicts of interest

Suppliers will report to Atlassian any situation that may appear as a conflict of interest, and disclose to Atlassian if any Atlassian employee or professional under contract with Atlassian may have an interest of any kind in supplier's business or any kind of economic ties with the supplier.



## Gifts or other benefits

Suppliers should have in place a thoughtful policy on gifts and entertainment practices. Bribes or inappropriate luxury gifts to Atlassian employees are prohibited, regardless of local custom. Furthermore, suppliers must not offer entertainment or gifts to government officials—or make direct or indirect political contributions—on Atlassian’s behalf.

## Trade sanctions and export controls

Atlassian complies with all international trade laws and regulations, including U.S. trade sanctions, and we expect suppliers to comply with all trade and export control laws that apply to their work with Atlassian.



## Compliance and reporting misconduct

### Accountability and compliance

Suppliers must comply with this Supplier Code and applicable laws. Suppliers will be responsible for any monitoring or documenting of their compliance and their efforts to promote compliance within their supply chains. Atlassian reserves the right to investigate any instances of a supplier’s non-compliance of which it becomes aware. Non-compliance may be grounds for Atlassian to void or terminate contractual obligations with a supplier without penalty.



## Reporting

Suppliers may use this [link](#) to report any ethics-related issues, violations of the Code of Conduct, or violations of the law. Supplier will provide a hotline, reporting tool, or other grievance mechanism for their employees to report illegal or otherwise improper conduct without retaliation.



## Supplier sustainability, diversity, equity, and inclusion

### Climate & environment

Suppliers will also comply with all applicable environmental laws and consider how business decisions affect the environment. Furthermore, Atlassian encourages suppliers to set Greenhouse Gas (GHG) emissions reduction goals and implement measures to reduce their GHG emissions.

### Diversity, equity, and inclusion (DEI)

Atlassian believes in the power of diversity, aims for nothing short of equity for every Atlassian, and is committed to an authentic culture of inclusion. Suppliers will comply with all applicable DEI-related laws and consider how business decisions affect diversity, equity, and inclusion in their workplace. Furthermore, Atlassian encourages suppliers to set commitments and goals to further DEI in their workplaces.

