

FOR THE FISCAL YEAR ENDING JANUARY 31, 2024

Introduction

This is the statement covering modern slavery, forced labor, and child labor (“Statement”) for Asana, Inc. and its subsidiaries (collectively, “Asana”). This statement has been prepared in compliance with global modern slavery and forced labor-related legislation including the UK Modern Slavery Act of 2015, the California Transparency in Supply Chains Act 2010, the Australian Modern Slavery Act 2018, and Canada Bill S-211, which require that businesses disclose information concerning their efforts to address the risks of modern slavery and forced labor 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, 2024.

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 leading work management software platform with an enterprise focus that helps teams set and track goals, drive strategic initiatives, and manage work in one place. Over 150,000 paying customers use Asana to automate complex operational workflows like product launches and employee onboarding, resource planning, tracking company-wide strategic initiatives and more. Our secure and stable platform with AI-

powered features adds structure to unstructured work, creating clarity, accountability, and impact for everyone within an organization—executives, department heads, team leads, and individuals—so everyone understands exactly who is doing what, by when, and why.

Asana is a U.S. publicly-traded corporation incorporated in Delaware, headquartered in San Francisco, California, and listed on both the New York Stock Exchange and the Long-Term Stock Exchange. Asana is governed by a board of directors. Asana provides this joint statement for itself and on behalf of certain of its 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 Poland sp. z o.o., Asana Switzerland GmbH, Asana Software UK Ltd., and Asana Software Singapore Pte Ltd. Asana has one or more offices in each country where it has a subsidiary, and each local office has employees in that location. 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 and forced labor in our business and supply chain is limited. Asana does not manufacture a tangible product—rather, we sell subscription licenses to our cloud based software platform globally through both direct sales and via our partners. We recognize that the provision of services and goods within our offices is also part of our global supply chain, and all vendors who provide goods or services to Asana go through our global vendor procurement processes, which are described in more detail below.

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 Procurement team screens all new vendors through Sovos and E2Open, which screen against various global sanctions lists and other regulations and standards. Asana also incorporates protections into our vendor contracts by obligating vendors to comply with all local laws and regulations and, for our higher risk supply chain vendors, our Supplier Code of Conduct.

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, interns, 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 forced labor will be 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. Our Supplier Code of Conduct is included as a requirement in high risk vendor contracts, and will be added to our standard vendor template in FY25.

Training

Recognizing that it is important to educate Asanas about the potential for forced labor 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. Asana plans to incorporate training on forced labor and human trafficking to all employees globally in FY25 as part of Asana's compliance training program.

Combating Modern Slavery - Goals for 2024

Asana is committed to continuously improving our efforts to combat modern slavery and forced labor in our operations and supply chain. In fiscal year 2025, we will focus on the following goals:

1. Launching modern slavery and human trafficking awareness training in the annual compliance training for all employees: Asana will expand training for 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.
2. Conducting a supply chain risk assessment: As part of our environmental, social, and governance (“ESG”) program, 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.
3. Enhancing vendor accountability: Asana will add our Supplier Code of Conduct into our standard vendor template agreement and it will be included in the onboarding process for new vendors.

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 and forced labor 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 2024, and signed by Eleanor Lacey, General Counsel and Corporate Secretary.

In accordance with the requirements of the Acts, I attest that I have reviewed the information contained in the report for the entity or entities listed above. Based on my knowledge, and having exercised reasonable diligence, I attest that the information in the report is true, accurate and complete in all material respects for the purposes of the Act, for the reporting year listed above.

Signed:  _____ Date: May 28, 2024

Eleanor Lacey
General Counsel and Corporate Secretary
Asana, Inc.

Previous Modern Slavery Statement

[Fiscal Year 2023](#)