



U.S. Employee Benefits Guide 2021

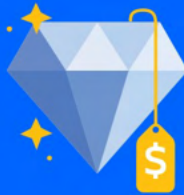


REWARD PHILOSOPHY

Our reward programs attract and retain talent that elevate TEAM performance & enabling future growth.



Compensation



Benefits



Work-Life Effectiveness

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STAY HEALTHY

Your Health Care Plan Options



Atlassian wants to make sure that you and your family members have access to the best possible medical care available. You can choose from three different medical plans, depending on your state of residence, all offering great coverage.

All regular employees scheduled to work 24 or more hours per week are eligible for medical coverage, as are their eligible dependents, including:

- Spouse
- Domestic partner
- Child(ren)
- Child(ren) of domestic partner
- Children can remain covered until age 26

Cost? Nothing! Atlassian pays 100% of all medical premiums for you and any enrolled dependents, regardless of the plan you choose. We stand by

our commitment to make sure you and your family members have the best available medical coverage...period.

Life Events

Certain life events will allow you to make benefit changes during mid-year:

- Marriage/Divorce
- Birth
- Adoption
- Involuntary loss of coverage

If you experience a qualifying event, please report it in Workday within 30 days of the event taking place.





Medical plan comparison

Benefits	Collective Health: Anthem PPO		Collective Health: Anthem HDHP		Kaiser HMO (CA Only)
	In Network	Out of Network	In Network	Out of Network	In Network
Deductible					
Individual	\$250	\$250	\$1,500	\$3,000	None
Family	\$750	\$750	\$3,000	\$6,000	None
Out of Pocket Maximum					
Individual	\$2,000	\$6,000	\$3,000	\$6,000	\$2,000
Family	\$4,000	\$12,000	\$6,000	\$12,000	\$4,000
Co-Insurance	10%	30%	10%	30%	N/A
Office Visit	\$20	Ded + 30%	Ded + 10%	Ded + 30%	\$20/\$40
Urgent Care	\$35	Ded + 30%	Ded + 10%	Ded + 30%	\$20 Copay
Preventive Services / Well Baby Care	No Charge	Ded + 30%	No Charge	Ded + 30%	No Charge
Lab and X-ray	Ded + 10%	Ded + 30%	Ded + 10%	Ded + 30%	No Charge
MRI/CT/PET	Ded + 20%	Ded + 40%	Ded + 10%	Ded + 30%	\$100 Copay
Hospitalization	Ded + 10%	Ded + 30%	Ded + 10%	Ded + 30%	\$250 Copay
Outpatient Surgery	Ded + 10%	Ded + 30%	Ded + 10%	Ded + 30%	\$40 Copay
Emergency Room	\$100 (waived if admitted) then 10%		Deductible + 10%		\$100 Copay
Acupuncture	\$15 (15 per year)	Ded + 30%	Ded + 10%	Ded + 30%	\$20 Copay
Chiropractic Services	\$20 (12 per year)	Ded + 30%	Ded + 10%	Ded + 30%	Not Covered
Prescriptions					
Rx Deductible			Refer to medical deductible		
Generic	\$10	30% (max \$250)	Ded + \$10	30% (max \$250)	\$10
Brand	\$30	30% (max \$250)	Ded + \$30	30% (max \$250)	\$30
Non-formulary	\$50	30% (max \$250)	Ded + \$50	30% (max \$250)	\$30
Specialty	20% up to \$150	Not Covered	Ded+20% up to \$150	Not Covered	\$30
Rate	Premiums paid by Atlassian				

Click below for plan details, providers and online resources

[Collective Health: Anthem PPO SBC ↗](#)
[Anthem HDHP SBC ↗](#)
[LiveHealth Online Flier ↗](#)
[Find a Collective Health Provider ↗](#)
[Kaiser HMO SBC ↗](#)
[Kaiser HMO Plan Summary ↗](#)
[Find a Kaiser Provider ↗](#)



Health Savings Account (HSA)

You are eligible to open an HSA if you are enrolled in the Collective Health Anthem HDHP with HSA plan. Our HSA administrator is HealthEquity.

How do Health Savings Accounts work?

- Your medical plan must be HSA-compatible.
- Allows you to set federally pre-tax dollars aside for qualified medical expense use.
- HSA contributions ROLL OVER every year.
- HSA contributions always remain with the employee and cannot be returned.
- Cannot participate in a medical FSA (including spouse's), even during grace period. Limited Purpose and Child Care FSA are OK.
- Cannot have other non-qualified health insurance including Medicare.

Investing your HSA

2021 Health Savings Account Maximum Elections

Individual	\$3,600
Family	\$7,200
Catch-Up Contribution (age 55+)	\$1,000

2021 Employer Contributions

Individual	\$1,000 / annual
Family	\$2,000 / annual

Just like a traditional savings account, your HSA earns interest which is not taxed. This makes your HSA an effective component of your retirement strategy. Once your account meets a certain threshold (\$1k), you can invest in mutual funds to maximize your HSA earning potential.

Options to fit your needs:

- No-risk, federally-insured cash account
- Low-risk Yield Plus
- Varying risk mutual funds

For a complete list of eligible HSA expenses, [Click Here](#).

To learn more about Alex, click the play button.



Click below for plan details, providers and online resources

[Talk With Alex to Learn More About Atlassian's HSA](#) ➤ [HSA Eligible Expenses](#) ➤

Dental

Collective Health is our dental care insurance provider, utilizing the Guardian network. Guardian's nationwide network of dentists provides you and your family members the flexibility to choose any dentist that you wish to use, with different reimbursement rates for in network dentists.

All regular employees scheduled to work 24 or more hours per week are eligible for dental coverage, as are their eligible dependents, including:

- Spouse
- Domestic partner
- Child(ren)
- Child(ren) of domestic partner
- Children can remain covered until age 26

Cost? Nothing! Atlassian pays 100% of all dental premiums for you and any enrolled dependents, regardless of the plan you choose. We stand by our commitment to make sure you and your family members have the best available dental coverage... period.

Dental		Collective Health: Guardian	
Benefits		In Network	Out of Network
Annual Max		\$2,000	
Orthodontia Lifetime Max		\$1,500 (Adult and Child)	
Deductible			
Preventive		\$0	
Basic (Individual/Family)		\$50 / \$150	
Major (Individual/Family)		\$50 / \$150	
Coinsurance			
Preventive		100%	
Basic		90%	80%
Major		60%	50%
Orthodontia		50%	
Important Provisions			
Endodontic Services		Basic	
Periodontal Maintenance		Basic	
Periodontal Surgery		Basic	
Oral Surgery (Simple Extractions)		Basic	
Oral Surgery (Complex Extractions)		Basic	
Usual & Customary		Negotiated Fee / 90th Percentile	
Rates		Premiums paid by Atlassian	

 **Click below for plan details, providers and online resources**
[Collective Health: Dental Plan Summary ↗](#) [Find a Dental Provider ↗](#)

Vision

We have selected Collective Health as our insurance provider, utilizing the premier vision care plan, VSP. VSP has the largest nationwide network of vision care providers in the US and this gives you and your family the flexibility to choose any provider that you wish.

All regular employees scheduled to work 24 or more hours per week are eligible for vision coverage, as are their eligible dependents, including:

- Spouse
- Domestic partner
- Child(ren)
- Child(ren) of domestic partner
- Children can remain covered until age 26

Cost? Nothing! Atlassian pays 100% of all vision plan premiums for you and any enrolled dependents, regardless of the plan you choose. We stand by our commitment to make sure you and your family have the best available dental coverage...period.

Vision		Collective Health: VSP	
Benefits		In Network	Out of Network
Office Visit Copay			\$10
Materials Copay			\$25
Eye Exam Reimbursement		100%	Up to \$50
Lens			
Single Vision			Up to \$50
Bifocal		100% Covered after Copay	Up to \$75
Trifocal			Up to \$100
Contact Lenses		\$150	Up to \$105
Frame Allowance		\$150 + 20%	Up to \$70
Frequency			
Eye Exam Reimbursement			Every Calendar Year
Lenses			Every Calendar Year
Frames			Every Other Calendar Year
Rates		Premiums paid by Atlassian	

 **Click below for plan details, providers and online resources**

[Collective Health: VSP Vision Plan Summary ↗](#) [Find a Vision Provider ↗](#)



Collective Health is here to help!

Mobile & online portal

With Collective Health's Mobile App and Online portal, you can:

- Check your plan details
- Track your spending
- File claims
- Find a doctor or dentist in your network
- Ask Collective Health questions
- Have your Anthem, Guardian and VSP card on you, always

Once you receive your welcome email, you must sign in to my.collectivehealth.com to set up your personalized account.

Go online to learn the details about your plans and more: join.collectivehealth.com/Atlassian

Need more help? Call a Member Advocate for a more human touch: 833-440-1638 (Monday through Friday, 4am to 6pm PST and Saturday 7am to 11am PST).

Here's a helpful [video](#) from Collective Health.

Claims assistance

Collective Health is here to help! Once you receive your welcome email, you must sign in to my.collectivehealth.com to set up your personalized account.

Reach a Collective Health Member Advocate by secure message or by phone:

All inquiries are responded to within 1 business day

More than 85% of all calls answered within 30 seconds or less

Monday through Friday 4am - 6pm PST
Saturday 7am - 11am PST

Provider search

With Collective Health's Mobile App and Online Portal you can search for an In-Network doctor, dentist or facility while you're at home or on-the-go.

If you haven't registered, you can look up providers at join.collectivehealth.com/atlassian.



After you are registered, you can use your member portal to find providers. Login to your member portal at my.collectivehealth.com.

You can also contact Collective Health's Atlassian Member Advocate line for further assistance with finding an In-Network Provider.

Click below for plan details, providers and online resources

[Collective Health: Web & Phone Flyer](#) [Find a Collective Health Provider](#)



Kaiser Permanente Resources (California only)

Online support

As a Kaiser Permanente member, it is easy for you to stay on top of your health at Kp.org. Once you've created your online account, you can securely access many time saving tools and resources to help you manage the care you get at Kaiser Permanente Facilities.

Visit kp.org/getcare anytime from anywhere, to:

- Have a video visit with a Kaiser doctor
- View most lab results
- Email your Kaiser Permanente Care team with non-urgent questions
- Refill most prescriptions
- Schedule routine appointments
- Pay bills and estimate costs.

Additional Online Resources

Your care goes beyond therapy, medication, or treatment. You can take advantage of classes and screening tools to help keep your mind, body, and spirit in a healthy balance.

- Condition-specific online classes
- Online self-assessment tools
- Personalized mental health plans
- Support groups
- Trusted online communities
- Wellness coaching for reducing stress
- Podcasts and other resources to help with emotional well-being and resilience

Take a class

Choose from health classes and support groups at Kaiser facilities. Visit kp.org/classes to see what's available in your area.

Go mobile!

You can also use the Kaiser Permanente mobile app (kp.org/mobile) to register for an online account, message doctor's office with non-urgent questions, find doctors and locations, view upcoming appointments, and more.

Access a Digital ID card

Once your coverage has started, you can access a digital version of your ID Card.

- Log in to set up your secure online account.
- Tap the icon to access your digital card.
- [Kaiser Digital Card Flyer](#)

With the My Doctor Online app, you can:

- Schedule appointments & join video visits
- Get personalized health reminders
- Check appointment reminders & details

With My KP Meds app, you can:

- Create reminders to take meds
- Order refills from your smartphone
- Manage med lists, schedules & reminders

Self-Care at your finger tips – at no cost!

Calm, an app for meditation, mental resilience, and sleep:

- The Daily Calm, exploring a fresh mindful theme each day
- More than 100 guided meditations
- Sleep Stories to soothe you into deeper and better sleep
- Video lessons on movement & stretching

myStrength, an app to improve your awareness and adapt to life:

- Mindfulness and meditation activities
- Tailored programs for managing depression, stress, anxiety, and more
- Tools for setting goals, tracking current emotions, and viewing your progress

See [Kaiser Self Care Apps](#)

Away From Home Travel Line

Whether you're planning a trip or already away from home, Kaiser's travel line can help you anywhere in the world get care while traveling. Call 951-268-3900 or visit [Kp.org/travel](https://kp.org/travel). Members can:

- Schedule a phone or video visit
- Speak with a licensed care provider 24/7
- Find out how to fill a prescription before you leave or while away from home.
- Find care in a Kaiser Permanente region.
- File a claim for reimbursement.

BE SECURE

Life Insurance

Life Insurance

Life Insurance

We really value family. That is why we want to make sure that your family is protected.

Atlassian provides all regular employees scheduled to work 24 or more hours per week with life insurance and accidental death & dismemberment insurance beginning on their date of hire. You name the beneficiary and change it as needed.

Basic Life and AD&D	
Class	All regular employees scheduled to work 24 or more hours per week
Life Amount	2x Salary up to \$500,000
AD&D Amount	2x Salary up to \$500,000
Maximum Coverage	\$500,000

Voluntary Life and AD&D

You can buy additional life insurance and AD&D coverage for yourself and your spouse/domestic partner and children:

- Additional life insurance in increments of \$10,000 (\$1 million or 6x salary max).
- Separate Accidental Death and Dismemberment (AD&D) insurance.

When you sign up for coverage during your initial enrollment period, Standard will guarantee up to amounts listed below (Age Reduction applies starting at age 65).

Voluntary Life and AD&D	
Life Amount	\$10,000 increments up to \$1,000,000 or 6X Salary
AD&D Amount	\$10,000 increments up to \$1,000,000
Guaranteed Issue	EE: \$300,000 / Spouse: \$50,000 / Child: \$10,000
Age Reduction	Benefit reduces to 65% at age 65; to 50% at age 70
Spouse Benefit	\$5,000 increments up to \$250,000
Child Benefit	Up to \$10,000

Note: You can't buy more coverage for your spouse and child(ren) than you buy yourself.

 Click below for plan details, providers and online resources

Standard: [Basic Life AD&D Plan Summary ↗](#) [Voluntary Life Plan Summary ↗](#) [Voluntary AD&D Plan Summary ↗](#)
[Standard Life Services Toolkit ↗](#)

BE SECURE

Disability Insurance

Disability Insurance

Short-Term Disability

The short-term disability plan is designed to protect all regular employees scheduled to work 24 or more hours per week with income if they are unable to work due to injury, illness or other eligible event, including maternity.

Eligible employees are automatically enrolled in this benefit as of their date of hire and Atlassian pays 100% of the cost.

The short-term disability plan is administered by The Larkin Company.

Long-Term Disability

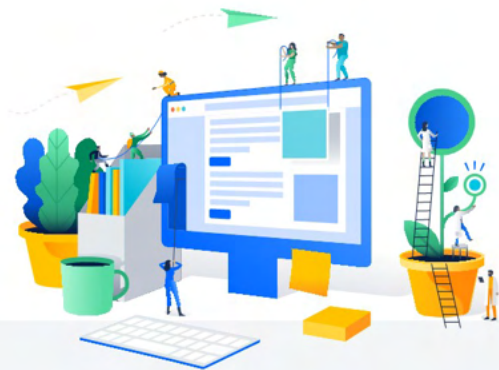
The long-term disability plan is designed to protect and provide all regular employees scheduled to work 24 or more hours per week with income if they are unable to work for a period longer than 90 days due to injury or illness. This is an extremely important benefit as it will provide income to age 65 in the case of a total permanent disability.

Eligible employees are automatically enrolled in this benefit as of their date of hire and Atlassian pays 100% of the cost.

The long-term disability plan is administered by Standard Insurance Company.

Disability plans

Benefit	Short term	Long term
Benefit Percentage	66 2/3% of your weekly salary	66 2/3% of your monthly salary
Benefit Maximum	\$2,500 per week	\$10,000 per month
Elimination Period	7 days	90 days
Maximum Duration	90 days	Social Security Normal Retirement Age
Own Occupation	N/A	2 years



 Click below for plan details, providers and online resources
[Standard LTD Plan Summary](#)

BE SECURE

Tax Savings & Retirement Benefits



Flexible Spending Account (FSA)

The Flexible Spending Account (FSA), administered by HealthEquity | WageWorks, allows you to make pre-tax deductions from payroll and then use those pre-tax funds to pay for eligible expenses. There are two separate FSA elections that can be made: Healthcare FSA and Dependent Care FSA. Once your annual election is made, it will be divided by the remaining pay periods in 2021 and be deducted from payroll. You then submit eligible expenses to HealthEquity | WageWorks (online, fax, debit card, etc.) and will be reimbursed promptly.

2021 Maximum FSA Elections

- Medical FSA: \$2,750
- Dependent Care FSA: \$5,000 per household

Healthcare FSA Qualified Expenses

- Copays
- Prescription copays
- LASIK
- Dental costs

Dependent Care FSA Qualified Expenses

- Preschool
- Babysitting
- Summer camps
- After school programs

Limited Purpose “Post Deductible” Medical Flexible Spending Account

The limited purpose FSA option is only to be used alongside the HSA if additional pre-tax funds are needed to pay for dental & vision expenses.

2021 Maximum Limited Purpose FSA Elections

- \$2,750

Limited Purpose FSA Qualified Expenses

- Dental and vision expenses only.
- If your medical deductible has been 100% satisfied and confirmed with HealthEquity | WageWorks, funds can be used for all FSA eligible expenses.

Commuter Benefits

If you commute to work using public transportation or pay for parking at work, we want to help you out!

HealthEquity | WageWorks will assist with convenient payment of public transportation and commuter services via pre-tax deductions directly from your paycheck. Atlassian provides a subsidy of \$42 per month.

2021 Pre-tax Limit:

- Parking \$270 per month
- Transit Pass/Commuter Vehicle \$270 per month



Click below for plan details, providers and online resources

[FSA Quick Start Guide ↗](#) [Commuter Quick Start Guide ↗](#)

Eligible Expenses: [FSA Health Care ↗](#) [Limited-Purpose FSA ↗](#) [FSA Dependent Care ↗](#) [Commuter ↗](#)

Retirement

Working hard should equal a relaxing retirement. We want to help each and every Atlassian save for the future. That is why we provide a 401(k) plan, administered by Fidelity, that is second to none.

You can defer up to 80% of your pay each pay period utilizing our Traditional (pre-tax) 401(k) and/or Roth (after-tax) 401(k) up to the IRS maximum allowable contribution each year. The plan also includes 100% dollar for dollar matching up to 4% of your eligible compensation. This is our way of helping you achieve your retirement goal, whatever it may be!

You can also save an additional 10% after-tax (non-Roth) in the 401(k). These funds are not eligible for the dollar for dollar match. This additional savings is above the regular IRS limit and can be converted to Roth for more tax-free funds in retirement!

You can invest your savings in one of two ways. Choose a target-date fund or create your own portfolio by selecting from our lineup of core funds.

Maximum Deferral

- Individual—\$19,500
- Catch-Up Contribution (Age 50+)—\$6,500

Company Matching Contribution

- 100% company match (dollar for dollar), up to 4% of eligible compensation

Compare this to our peer group...another area where our philosophy of taking care of our own is on full display!

Vesting Provisions

You are always 100% vested in the funds that you defer as well as the company matching funds!



 Click below for plan details, providers and online resources
[401k.com](#) ↗ [401\(k\) Provider](#) ↗

THINK WELL, FEEL WELL!

Work Life Support



These services offer you and your family support with any work or personal issue, including professional counseling and connecting you to local resources to help you manage emotional, physical, financial and social needs.

Employee Assistance Plan (EAP)

The EAP is a referral service for many life challenges that may arise. This service is provided by WorkPlace Options (WPO). Services including information, counseling, and referral resources for:

- Dependent Care (Child & Adult Care)
- Information Services (Daily Living Support)
- Wellness and health
- Legal and financial

Features of the EAP include:

- Access to a live counselor – 24/7
- In-person assessments
- Telephonic & video options
- Short-term counseling (5 sessions per incident per year)
- Referrals to long-term or specialized counseling

Back-Up Child & Adult Care

For those of you with little ones at home, we know it doesn't come without challenges. High quality daycare is your #1 priority and it sometimes is difficult to navigate.

Atlassian has partnered with Bright Horizons to provide you with high quality back-up child care and elder care when your regular caregiver is not available. Features include:

- In home care or use one of the many Bright Horizon facilities
- Over 95% of emergency child care requests successfully filled
- Carefully & thoroughly screened providers

- Simple access, online or phone, 24/7/365
- Classrooms and our own back-up child care curriculum for school-aged children
- Ability to care for special needs children
- [BH Enhanced Family Supports](#) offers nanny searches, tutoring discounts, and more.



Click below for plan details, providers and online resources

[Bright Horizons Benefit Overview](#) ➤ [Bright Horizons Tutoring Flier](#) ➤ [Bright Horizons Enhanced Family Supports](#) ➤
[Atlassian Workplace Options \(EAP\)](#) ➤

Wellthy:
Your Caregiving Concierge

Atlassians now have access to Wellthy at no cost. If you are caring for a loved one with complex, chronic, and ongoing care needs (i.e. parent with dementia, spouse with cancer, child with autism, sibling with a mental health condition), turn to Wellthy for support.

Wellthy is your family's caregiving concierge. They provide personalized support to help you tackle the logistical and administrative tasks of caring for the ones you love, including yourself. You're matched with a dedicated Care Coordinator who will know your story beginning to end. They'll guide your whole family through a care plan, advocate for your loved one and handle those tricky tasks - at no cost!

Visit wellthy.com/atlassian to create an account. Please use your work email to verify eligibility.

Circle In:
Parent & Caregiver Support for Atlassians

Whether you're starting a family, deep in the trenches with kids of all ages or have caregiving responsibilities at home, this platform is here to support you every step of the way. You will have access to:

- Articles & Videos
- Checklists
- Caregiving hub
- Wellness hub
- Conversation guides
- Webinars
- Real stories and case studies

Visit [Atlassian.circlein.com](https://atlassian.circlein.com) and enter your user name and password to gain access to the platform.

 **Click below for plan details, providers and online resources**
[Wellthy ↗](#) [Circle In ↗](#)

THINK WELL, FEEL WELL!

Wellness Benefits

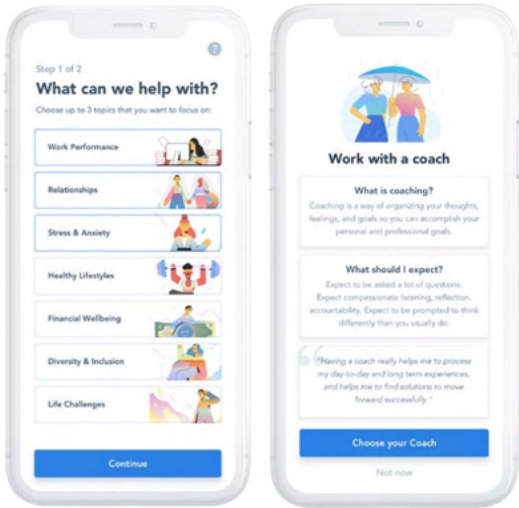
Wellness Benefits

Modern Health - Supporting Your Mental Wellbeing

Atlassian is partnering with Modern Health to give you more access to holistic mental health support & tools.

- **6 Certified Coaching Sessions:**
Match with an expert who can support you with your goals and needs no matter what you want to focus on
- **6 Certified Licensed Therapy Visits:**
If you need clinical support, access our network of therapists and providers to get the care you need when you need it
- **Unlimited Digital Programs & Assessments:**
Online programs and meditations based on therapy treatments that work
- **Live Community Sessions**
lead by a Modern Health Therapist
[Click Here](#) for more information

Go to [go/wellbeing](#) for more details



Mobile & online portal

Accessing Modern Health is quick and easy. Simply click the link below and register using your SSO then download the Modern Health app on your personal device.

 **Click below for plan details, providers and online resources**
[Modern Health App](#) [Modern Health Website](#)



Fitness & Wellness Reimbursement Plan

We want to encourage all Atlassians to maintain great health and wellness. A major part of a healthy lifestyle is exercise, so we'll reimburse employees up to \$600 each calendar year for eligible fitness and wellness related activities including:

- Gym Membership
- Fitness Center, Club, or Studio Membership
- Health Center or Club Membership
- Personal Trainer
- Pilates, Tai Chi
- Martial Arts, Karate, Kick Boxing, Tae Kwan Do
- Rock Climbing
- Yoga Ski/Snowboard pass
- Marathon & competitive event entry fees
- Bike and Bike Safety Equipment

This program is administered by HealthEquity | WageWorks. Claims must be submitted by January 31 of the following calendar year. For a full list of eligible expenses, log into your account.

Discounted Gym Membership: 24 Hour Fitness

Atlassian encourages all employees to maintain great health and wellness. A major part of a healthy lifestyle is exercise, so we have made it easy to find fitness options near work or your home. Atlassian provides a discounted gym membership to all benefited employees and discounted rates for their family members too.

One of the discounted gym memberships we sponsor is to 24 Hour Fitness. They have locations everywhere you are! Visit www.24hourfitness.com for locations.

To receive information on discounted pricing send an email to: 24hour@proco.global.

Online Fitness, Wellness & Social Activities

For those of you Exercise addicts out there, we have just the thing! Atlassian offers online classes. A great way to break up the work day

and get your exercise fix! Join us for some exercise and relaxation Atlassian Style!

See [go/wfhevents](#) for a variety of online fitness, wellness and social activities.

BrightPlan

We have partnered with BrightPlan to offer you a company sponsored financial wellness benefit. BrightPlan can help you achieve your most important financial life goals. With BrightPlan you can:

- Take the pulse of your financial health
- Create a custom plan for every goal
- Get on-demand coaching and Smart Budgeting.
- Meet with an advisor
- Financial education on-demand with access to short videos, webinars, articles, and upcoming events.

The \$15 per month fee can be paid with your Atlassian wellness stipend! Enroll now to get started! Download the BrightPlan app or go to: www.brightplan.com/atlassian and use activation code: **atlassian** to enroll.



Click below for plan details, providers and online resources

[24 Hour Discount Flyer \(NY, NJ, MD, VA, SF Bay Area\)](#) ↗ [24 Hour Discount Flyer \(All Other\)](#) ↗

[Fitness & Wellness Reimbursement Plan](#) ↗

MORE GREAT PERKS!

Other Benefits



Other Benefits

Business Travel Accident

When traveling on business for Atlassian, you and any of your accompanying dependents are protected up to \$500,000 for emergency medical needs under the Atlassian Business Travel Accident plan.

Peer to Peer Recognition

Has a fellow Atlassian gone above and beyond big time? Our kudos program allows you to say thanks and recognize their efforts with a special "kudos" and gift especially for them.

Atlas Shop Discount Program

Atlassian's program through Rewards Gateway provides deep discounts available from thousands of vendors in the U.S. and Australia. Purchase through the Atlas Shop portal and receive instant cash back into your account. You can then use that cash for future purchases, gift cards, or cash out!

[Click Here](#) to sign up.

Referral Program

We're growing fast. Which means we need your help to find amazing talent to bring to the team. A successful employee referral can earn you a generous \$5,000, paid after 3 months.

Anniversary Awards

At Atlassian, your dedication and commitment is recognized. Take a few extra days off at 3 years of service. After 5 years of service, Atlassian reimburses employees up to \$3,000 for a vacation of their choice.



 **Click below for plan details, providers and online resources**

[Welcome Kit Medical Benefits Abroad ↗](#)

[MBA Benefits at a Glance Eligibility ↗](#)

[Travel Assistance Wallet Card ↗](#)

RECHARGE! REFUEL! REFRESH!

Time Off and Leave of Absence



Paid-Time Off

Atlassian encourages you to relax and recharge periodically by providing a variety of time-off programs for vacation, sick, holidays, leaves and more as follows:

- Exempt employees have a flexible non-accrued vacation policy. [Click Here](#) for additional information
- Non-Exempt employees accrue 15 days of vacation, 2 floating holidays, as well as 9 sick days per year. [Click Here](#) for additional information.

Leaves of Absence

Parental Leave

Atlassian provides a generous parental leave policy, which provides birthing parents up to twenty-six (26) weeks of paid time off with 100% pay in coordination with any eligible state/private disability and paid family leave insurances.

Non-birthing parents can take up to twenty (20) weeks of paid time off with 100% pay, in coordination with any eligible state/private paid family leave benefit.

In addition, Atlassian provides various types of paid and unpaid leave for US employees as applicable to federal, state, and local laws, such as Medical, Family Care and Bereavement.

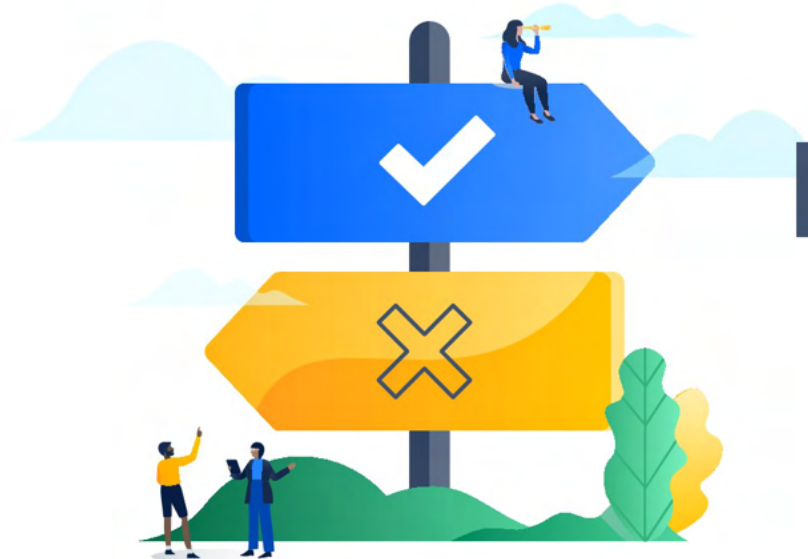
The company-paid leave is inclusive of company holidays that fall during the leave period, and the leave will run concurrently with any statutory leaves, as allowed under local law. The company-paid leave will be inclusive of any other statutory payments, benefits, or insurance payments the employee is eligible to receive during the same period.

For details and eligibility for a leave of absence, go to [US Leave of Absence Policy](#).

Foundation Leave

Be the change in your community. You can take up to 5 paid days a year to volunteer at your favorite charity. Atlassian will match every dollar you donate, up to \$1,000.

[Click Here](#) for additional information.



PERSONAL AND PROFESSIONAL

Learn, Grow Fly

A Place To Grow

Take control of your own development at Atlassian with resources to support your personal and professional growth.

Opportunities

Whether it's growing in your current role, or moving to a new one, we'll support you along the way with access to learning subscriptions and programs to invest in your development.

Supporting You

There are boundless development opportunities to discover, along with learning from your peers, honing your skills on the job, or crafting your learning journey with your manager.

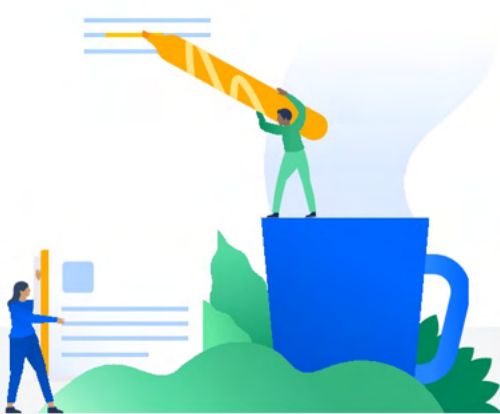
Growth

Drive your own development with free access to tools, in-depth onboarding, robust manager support, and plenty of other self-service resources.

Shipt

Every quarter, we give you 24 hours of total freedom to work on whatever your heart desires. What inspires you? Dream up that solution. Then present it to your peers. You've got 24 hours...go!

 Click below for plan details, providers and online resources
[go/learningcentral](#) ➔



CALL. EMAIL. GO ONLINE.

Helpful Contact Information



Helpful Contact Information

Benefit	Carrier	Group Number	Support	Website
Back Up Child & Adult Care	Bright Horizons	Atlassian	877-242-2737	clients.bright Horizons.com/atlassian Employer Username: Atlassian Password: 4Care
Basic Life / AD&D Voluntary Life & AD&D Long Term Disability	Standard	Basic & Vol Life: 757028-C Vol AD&D: 757028-D LTD: 757028-B	Life / AD&D: 800-628-8600 LTD Intake Line: 800-378-2395 Disability Hotline: 800-368-1135	standard.com
Caregiving Support	Wellthy	Atlassian	service@wellthy.com / 877-588-3917	https://wellthy.com/atlassian/
Collective Health (Anthem medical, Guardian dental and VSP vision network)	Collective Health	Medical 281973 Dental 554189 Vision 30052971	833-440-1638	Guest: join.collectivehealth.com/Atlassian Member: my.collectivehealth.com
Commuter, FSA & Fitness	HealthEquity WageWorks	30492	877-924-3967	wageworks.com
Employee Assistance Program (EAP)	Workplace Options	Atlassian	888-851-7032	team.resourcesforyourlife.com Password: Atlassian
Financial Wellness	BrightPlan	Atlassian	408-933-6188 ext 1 customer-service@brightplan.com	brightplan.com/atlassian
Health Savings Account	HealthEquity	5001007	866-346-5800 memberservices@healthequity.com	healthequity.com learn.healthequity.com/atlassian/hsa/
Medical	Kaiser	604142	800-464-4000	kp.org
Mental Wellbeing Coaching & Therapy	Modern Health	N/A	help@modernhealth.com	https://my.joinmodernhealth.com/dashboard
Parent & Caregiver Support	Circle In	Atlassian	support@circlein.com	https://atlassian.circlein.com/
STD & Leave Administrator	Larkin	Atlassian	866-923-3336	thelarkincompany.com
401k	Fidelity	96381	800-835-5097	401k.com
401k Resource	Sequoia Consulting		650-369-0200 / 401kservice@Sequoia.com	
General Questions	Benefits Help Desk		usbenefits@atlassian.com	

atlassian.com

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