

# Blackbaud's Code of Business Conduct and Ethics for Suppliers and Business Partners

## Introduction

Blackbaud is strongly committed to business ethics and integrity, responsible sourcing and the safety and wellbeing of workers across all its supplier relationships, including our vendors and service providers, as well as their respective employees and agents (collectively, our **"Suppliers and Business Partners"**). Our commitment is reflected in this Code of Conduct ("**Code of Conduct**"), which establishes the minimum standards that must be met by each of our Suppliers and Business Partners.

Each Supplier and Business Partner is responsible for compliance with the standards set out in this Code of Conduct throughout all its facilities and operations.

## Compliance with Laws

Obeying the law, both in letter and in spirit, is the foundation on which Blackbaud's ethical standards are built. All Suppliers and Business Partners must respect and obey the laws of the cities, states, countries and other jurisdictions in which we operate, including laws and regulations relating to all of the standards set forth in this Code of Conduct. Where this Code of Conduct requires Suppliers and Business Partners to meet a higher standard than required by law or regulation, those Suppliers and Business Partners must meet such higher standard.

## Maintaining a Fair and Healthy Work Environment

We are an equal opportunity employer. Our Suppliers and Business Partners may not discriminate in employment opportunities or practices based on age, sex, race, color, national origin, religion or belief, disability, genetic information, marital or civil partnership status, sexual orientation, gender identity, gender reassignment, gender expression, citizenship, pregnancy or maternity, veteran status, or any other status protected by national, federal, state or local law.

Suppliers and Business Partners must treat all Blackbaud personnel, and their own personnel, with dignity, courtesy and respect, at all times free of all forms of harassment.

We are committed to keeping our workplaces and facilities free from hazards. Suppliers and Business Partners are responsible for following all applicable safety, environmental and health laws, rules, regulations, and practices, including those that address the protection of women's rights and the protection of all minority groups.

All labor must be voluntary. For example, our Suppliers, or Business Partners, may not, and must ensure that their business partners do not support, engage in, or require any compelled, involuntary,



or forced labor; labor to be performed by individuals under the age of 18 (child labor); bonded labor; indentured labor; or prison labor. Suppliers and Business Partners shall not support or engage in slavery or human trafficking in any part of its supply chain.

Blackbaud sets expectations for our Suppliers and Business Partners through this Code of Business Conduct and Ethics for Suppliers and Business Partners. If we determine a Supplier or Business Partner fails to meet the standards set forth in this Code of Business Conduct and Ethics for Suppliers and Business Partners, we may immediately terminate the business relationship.

Blackbaud is fully committed in its business practices to abide by the U.K. Modern Slavery Act of 2015 and the California Transparency in Supply Chains Act of 2010. This commitment extends to our suppliers and business partners in working towards the elimination of human trafficking and slavery from our supply chains. Obeying the law, both in letter and in spirit, is the foundation on which Blackbaud's ethical standards are built. All Suppliers and Business Partner's must respect and obey the laws and regulations of the cities, states, countries, and other jurisdictions in which we operate.

Should Blackbaud develop knowledge of any unethical or illegal behavior by one of our suppliers or business partners, Blackbaud will take steps to ensure that the situation is corrected. If the supplier or business partner is unable, or unwilling to, make the appropriate corrections, Blackbaud will use its discretion to take disciplinary action, including terminating the business relationship with the Supplier or Business Partner.

### Maintaining Integrity in the Workplace and Marketplace

Each Supplier and Business Partner must endeavor to respect the rights of, and conduct its affairs honestly, ethically, and fairly with Blackbaud's employees, customers, competitors and other Suppliers and Business Partners. Suppliers and Business Partners may not take unfair advantage of anyone through manipulation, concealment, abuse of privileged information, misrepresentation of material facts or any other intentional unfair dealing.

Suppliers and Business Partners must respect the intellectual property rights in all technology used on behalf of Blackbaud and comply with the requirements of all license agreements restricting the use of such technology. Suppliers and Business Partners may not make copies of software or other digital files in violation of either applicable law or license agreements.

All business records, emails, and other communications with Blackbaud personnel must be professional and appropriate to the circumstances. Specifically, we will not tolerate illegal, abusive, obscene, offensive, or profane communications, and Suppliers and Business Partners must avoid exaggeration, derogatory remarks or inappropriate characterizations of people and companies. We reserve the right to read all communications with Blackbaud personnel, whether electronic or otherwise, and to take appropriate actions if we deem such communications to violate our policies.

Suppliers and Business Partners must maintain the confidentiality of information entrusted to them



by Blackbaud and our customers and other suppliers, except when disclosure is authorized by us, or required by laws or regulations. Confidential information includes, for example, all nonpublic information that might be of use to competitors or harmful to Blackbaud or our customers and other Suppliers or Business Partners if disclosed. Confidential information also includes information that our Suppliers, Business Partners, and customers have entrusted to us, including personal information. The obligation to preserve confidential information continues even after our relationship with a Supplier or Business Partner ends. Furthermore, Suppliers and Business Partners must establish, maintain, and regularly observe adequate safeguards to ensure that confidential information is not used, disclosed or released to unauthorized parties. Suppliers and Business Partners must follow all applicable laws, rules and regulations related to privacy and information security.

Suppliers and Business Partners must ensure that any non-public information obtained as a byproduct of their relationship with Blackbaud not be used for the personal benefit or gain of any Suppliers, Business Partners, their employees, families, or other persons. Suppliers and Business Partners are not permitted to use or share confidential information for stock trading purposes.

Blackbaud's Suppliers and Business Partners must seek to avoid situations wherein a conflict or the appearance of a conflict between the Supplier's or Business Partner's personal interests and the interests of Blackbaud may arise. No gift or entertainment should ever be offered, given, provided, or accepted by any Supplier or Business Partners unless it (a) is not a cash gift, (b) is consistent with customary business practices, (c) is not excessive in value, (d) cannot be construed as a bribe or payoff, and (e) does not violate any laws or regulations. Suppliers and Business Partners must comply with all applicable provisions of the United States Foreign Corrupt Practices Act and the United Kingdom Bribery Act, as well as all other similar applicable laws and regulations wherever we operate.

### Protection of Blackbaud's Assets, Cyber Security and Data Privacy

Suppliers and Business Partners must endeavor to protect Blackbaud's assets, cyber security, and data privacy. This obligation includes our proprietary information. Proprietary information includes our intellectual property, such as trade secrets, patents, trademarks, and copyrights, as well as business, marketing and service plans, engineering and manufacturing ideas, designs, databases, records, salary information, government-issued identification numbers, performance records or personnel files, credit card or other financial account numbers, and any unpublished financial data and reports.

The obligation to protect Blackbaud's assets also includes taking reasonable precautions against internal or external data or security breaches. Suppliers and Business Partners are expected to be proficient, as appropriate, in the skills necessary to protect Blackbaud and our customers and other Suppliers against unauthorized cyber intrusions, cyber theft and other similar actions. Should a Supplier or Business Partner discover any unauthorized cyber intrusions, cyber theft, or other similar actions, that Supplier or Business Partner shall endeavor to notify Blackbaud of such incident without unreasonable delay but in no case any later than as required by laws applicable to the Supplier and

Business Partner.

### Termination of Business Relationship

At Blackbaud we recognize there is an opportunity to increase our commitment to sustainability through collaboration with our external stakeholders. We understand that many of our Suppliers and Business Partners have relevant perspectives to be effective in climate change initiatives and welcome the opportunity to share ideas and programs to achieve the common goals. Although we welcome the exchange of relevant sustainability concepts from all our stakeholders, Blackbaud expects all its Suppliers, Business Partners, and other external stakeholders to conduct their operations in compliance to all applicable environmental laws and regulations.

Blackbaud may immediately terminate its business relationship (including any purchase order(s) and purchase contracts) with any Supplier or Business Partner that Blackbaud determines fails to meet the standards set forth in this Code of Conduct.