Personnel selection and the fight against modern slavery

We hire on merit, using objective criteria and without discrimination. No costs are charged to the people we hire.

AT A GLANCE

What this is about
How we select and onboard people, and how we combat modern slavery and human trafficking.

Who it applies to
All selection processes concerning employees, partners, collaborators, staff members and trainees.

What you need to know
No deposits, recruitment fees or equipment advances are charged to employees, not even through agencies.

Contacts
info@molisanatrasporti.it
+39 0874 78 50 33/34

Our principles

La Molisana Trasporti S.r.l. recognises the value of meritocracy and is committed to a fair selection process. To ensure a system based on objective and non-discriminatory criteria, we have laid down guidelines for finding new people. The process rests on **transparency, impartiality, cost-effectiveness and speed**.

No cost to the people we hire. We adopt this formal policy to ensure that no deposit, recruitment fee or equipment advance is ever required from employees, whether directly or through recruitment agencies.

How we select people

The process consists of a number of steps, followed by the Human Resources Manager, and is based on objective, merit-based evaluation criteria, in order to avoid any form of prejudice or discrimination.

1. **Needs analysis**
   The Human Resources Manager and Top Management gather the company's needs in order to plan recruitment as effectively as possible.

2. **Open positions**
   The Human Resources Manager defines the skills and seniority required, in consultation with the department or team concerned by the selection.

3 Search on two tracks

- **Internal.** The vacancy is communicated through IT channels, to encourage job rotation and internal mobility. Mobility between departments is encouraged using equal and inclusive criteria. The primary goal is retention: listening to people's needs and building career paths together, based on skills, abilities, prospects and objectives.
- **External.** The selection is opened to the outside with an advertisement, complete with a job description, on the most suitable online and offline recruitment channels (LinkedIn, headhunters, recruitment firms or other channels).

4 Profile screening

The Human Resources Manager alone reviews the applications, both internal and external, examining educational and professional background. Profiles with an excellent academic record (degree or diploma and grade), experience abroad and knowledge of foreign languages are favoured, in addition to the actual possession of the skills required for the position.

5 Contact and interviews

- A phone interview to understand the candidate's interest in the position.
- A first interview with the Human Resources Manager and, as a rule, the Sole Director or a delegate, to ensure uniform, unambiguous and shared evaluation criteria. Educational and professional background is explored in depth; **aspects of private life are not investigated**.
- After the first interview the candidate receives feedback, whether the outcome is positive or negative.
- If the outcome is positive: further interviews on previous experience and practical tests (drafting documents, using software applications, knowledge of foreign languages).

6 Offer and hiring

At the end, the Human Resources Manager consults all those involved and presents an offer in line with the market and with the company's internal balance. If the offer is accepted, the Manager takes care of the formalities (formalising the offer, contract, any equipment) and supports the person during onboarding.

7 Onboarding

Onboarding is gradual: the person adapts and grows progressively within their team, with dedicated moments and specific training. Indicatively:

- introducing the new colleague to the whole organisation;
- a welcome meeting, introducing the various functions and the key information needed to be operational from the start;
- introduction to the team or department concerned, according to internal dynamics.

Against modern slavery

Modern slavery means:

- ⃠ sex trafficking and sex trafficking of minors;
- ⃠ forced labour, compulsory labour or debt bondage;

- domestic servitude;
- forced child labour;
- the illegal recruitment and use of child soldiers.

This policy is issued pursuant to the UK Modern Slavery Act 2015 and describes the measures adopted by La Molisana Trasporti S.r.l. to eliminate slavery and human trafficking from its activities and supply chains. The UK law is an Act of Parliament that combats slavery and human trafficking, consolidating earlier legislation and introducing new measures. Section 54 introduces new requirements for organisations regarding their business and supply chain.

To strengthen this fight, we adopt the following policies:

Code of Ethics
Ethical guidelines and good practices to follow, for honesty, integrity and professionalism.

Supplier Code of Conduct
Sets out the rules and principles that the suppliers of La Molisana Trasporti must accept and comply with, and their responsibilities on human rights, forced labour, human trafficking, occupational health and safety, environmental protection and corruption.

Supplier contractual clauses
We already have, and will progressively introduce, contractual obligations for suppliers to comply with the Code of Ethics, the Supplier Code of Conduct and the Code of Conduct. If a supplier fails to meet these requirements, we may ask it for an action plan, verified during an audit, and we reserve the right to suspend or terminate the commercial relationship.

How we verify. Our due diligence includes safeguards against abuse of people in every part of our business and our supply chain. We ask suppliers to adhere to the Supplier Code of Conduct and to declare that they have adopted suitable measures to protect workers' rights and employees' health and safety, to avoid corruption and to minimise risks to the environment.

Document revisions

Rev. 00 · 02.12.2026
Drafted by Diego Carnevale. Approved by Margherita Berardini.

Final provisions

This policy is published on the corporate website. The rules it contains replace, to all effects, any other provisions contained in previous rules and regulations on recruitment. For anything not covered, reference is made to the laws and collective agreements in force.

Guardiaregia, 02.12.2026

The Sole Director
Margherita BERARDINI