

**PROCEDURES FOR  
COMMUNICATION WITH DIRECTORS**

**Effective March 22, 2007**

1. Stockholders and other interested parties may communicate with the chairs of any Board committee or to the directors, individually or as a group, at the following address:

Hornbeck Offshore Services, Inc.  
Attn: Corporate Secretary's Office  
103 Northpark Blvd, Suite 300  
Covington, LA 70433

Communications must be in writing.

2. All communications must be accompanied by the following information:
  - The address, telephone number, and e-mail address, if any, of the person submitting the communication;
  - If the person submitting the communication is a Stockholder, a statement of the number of shares of the Company that the person holds; and
  - If the person submitting the communication is not a Stockholder and is submitting the communication to the directors as an interested party, the nature of the person's interest in the Company.
3. Upon receipt, each non-mass mailed communication shall be entered into an intake record maintained for this purpose, including the name of the person submitting the communication, the date of receipt of the communication, and the information described in 2 above.
4. The Corporate Secretary's Office is authorized to review each communication to determine whether the communication satisfies the procedural requirements described above; and whether the substance of the communication is of a type that is appropriate for delivery to the directors under the criteria set forth below.
5. The following types of communications are not appropriate for delivery to directors under these procedures:
  - Communications regarding individual grievances or other interests that are personal to the party submitting the communication and could not reasonably be construed to be of concern to security holders or other constituencies of the Company (such as employees, members of the communities in which the Company operates its businesses, customers, and suppliers) generally;
  - Communications that advocate the Company's engaging in illegal activities;
  - Communications that contain offensive, scurrilous, or abusive content; and

- Communications that have no rational relevance to the business or operations of the Company. (Issues of social concern arising by reason of the business and operations of the Company are not intended to be excluded under this criterion).
  - Examples of communications inappropriate for forwarding include:
    - Junk mail and mass mailings
    - Product complaints
    - Product inquiries
    - New product suggestions
    - Resumes and other forms of job inquiries
    - Surveys
    - Business solicitations or advertisements.
6. If the Corporate Secretary's Office determines that the substance of the communication is not of a type that is appropriate for delivery to the directors under these procedures, the Corporate Secretary's Office will determine if there exists a standing body or department of the Company which is authorized to deal with communications of this type and, if so, shall forward the communication to that body or department.
- If a communication is inappropriate for delivery to the directors under these procedures, that communication will nonetheless be made available to any director to whom it was directed and who wishes to review it. Such material will be maintained for 90 days following receipt, after which it will be destroyed.
7. If the Corporate Secretary's Office determines a communication is appropriate, the Office is authorized to determine if the communication is addressed to a specific director, related to the responsibilities of a specific Board committee chair, or the Committee as a whole, or if the issue should be addressed to the directors, individually or as a group, in which case the Chairman of the Nominating/Corporate Governance Committee shall review the communication on behalf of the group. Depending on the contact and urgency of the communication, the Corporate Secretary's Office will either forward the correspondence to the appropriate director, contact the appropriate director or directors as soon as possible, or include a summary of the communication in a quarterly report.
8. Communications describing concerns about the Company's conduct, or conduct of Company employees, or about accounting, internal controls or auditing matters will be immediately forwarded unedited to the chairs of the Nominating/Corporate Governance Committee or Audit Committee, as appropriate. All reported concerns may be simultaneously reviewed by the Company's Governance Officer, General Counsel, and/or Director of Internal Audit.
9. This policy does not apply to Stockholder proposals for inclusion in the Company's proxy statement.