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| --- |
| [Insert site/camp name and country] |
| WASH KAP Survey Report (Knowledge, Attitude and Practice) |
| [Insert month and year of the survey] |

[Insert organization name]

[Insert organization address]

[Insert organization phone number]

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# Acknowledgements

[Optional- Insert acknowledgments text. Otherwise, remove this chapter]

# Abbreviations and Acronyms

[Insert abbreviations and acronyms – example below]

KAP Knowledge and Practices

WASH Water and Sanitation Hygiene

UNHCR United Nations High Commissioner for Refugees

# Executive summary

[Insert short executive summary with key results and findings]

# Background and context

[Insert a brief overview of the context of the survey, the recent history of the site and refugees, noting the types of WASH services delivered]

# Survey objectives

[List the objectives the survey aims at achieving]

# Methodology

[This part must serve as institutional memory in case of subsequent surveys the following years, as it details the different parts of the survey and incorporates recommendations made on potential improvements]

## Survey area and sample frame

[Describe the area of the survey (site, camp…) and define the sample frame (refugee population, host community…)]

## Sampling size and methodology

[Insert the main characteristics of the survey sampling: the size and the methodology for random household sampling, and reasons why this methodology was chosen]

## Indicators and questionnaire elaboration

[Describe the process that led to the elaboration of the questionnaire deployed for the survey, highlighting the selected indicators…]

## Ethics and consent

[Insert some lines on the ethic aspect of the survey and how consent is asked to respondents, confidentiality guaranteed…]

## Recruitment and training

[Describe the recruitment process and training of surveyors]

## Data collection and quality control measures

[Describe the SOPs of the surveyors and survey manager; in case of mobile data collection, detail how the Kobo accounts were structured, how the data was transferred from phones to server, and how the phones were managed]

## Data analysis plan

[Insert details on how specific data will be analysed]

## Limitations, challenges and lessons learnt

[Insert a part on limitations and challenges that were encountered during the survey, as well as on the improvements that should be made with regards to a new survey]

# Key results and findings

[List the key results and findings from the survey, per sub-section (examples listed below). Add graphs and tables where appropriate]

## Water supply

## Water treatment

## Sanitation

## Waste management

## Hygiene

# Discussion

[Discuss the main findings of the survey, as well as the unusual or surprising results, if any]

# Recommendations

[Insert recommendations derived from the survey results]

# Conclusion

[Insert some lines to wrap up the survey results and its impact on the following year’s programming]

# Annexes

## Questionnaire

[Insert the questionnaire or a link to it]

## Additional charts/graphs/tables

[Optional - Insert any tables or graphs that were not used in the report but still show valuable information]

## Site map

[Optional - Add a map of the survey area]